Government of Odisha

DIRECTORATE OF AGRICULTURE AND FOOD PRODUCTION, ODISHA

KRUSHI BHAWAN, BHUBANESWAR

File No.: DAFP-FM-MISC-0027-2022   Letter No.: **37098** Date : **04-10-2023**

To

The Chief District Agriculture Officers (All)/

The Executive Engineer (Agril.) (All)

Sub: - Communication of SOP on IT stall in every District for Farm Mechanization mela to the field functionaries.

Sir,

Enclosed, please find herewith the SOP on IT stall for Farm Mechanization mela to be held throughout the state. Please go through it in proper coordination of the stake holders and field functionaries for making it successful.

Yours faithfully,

Director of Agriculture and Food

Production, Odisha, Bhubaneswar

Memo No. **37099**

Date- **04-10-2023**

Copy forwarded to the Superintending Engineer (Agril.) (all) for information and necessary action.

Director of Agriculture and Food

Production, Odisha, Bhubaneswar

DAFP-FM-MISC-0027-2022/34/2023

Standard Operating Procedure for IT Stalls

For Farm Machinery Mela

1. IT Stalls to be set up at the regional, district-level, and sub-division level Melas

2. Farmers will access all departmental IT services in general with a focus on registration and updation of the Krushak Odisha database, scheme application via GO-SUGAM portal and loan application via SAFAL platform.

3. Specifics of stall

- Dimensions of IT Stall required to be - 12 feet x 12 feet
- All stalls are to be equipped with high-speed internet connection
- All stalls are to be equipped with 2 personal computers (desktops)

4. The following officials will be responsible for the operations of the IT stall and delivery of services to farmers (as appointed by the Chief District Agriculture Officer):

Level of Mela	Nodal Officer	Other Engaged Officers
Sub Division Level	Assistant Executive Enginneer	Assistant Agriculture Engineer (1 number) AAO/BAO (1 number) ATM/BTM (1 number)
District Level	Executive Engineer	Assistant Agriculture Engineer (1 number) AAO/BAO (1 number) ATM/BTM (1 number)
Regional Level	Superintendent Engineer	Assistant Agriculture Engineer (1 number) AAO/BAO (1 number) ATM/BTM (1 number) Designated Resource from NIC

The Nodal Officers will be responsible for the overall functioning of the IT Stall and they must ensure the engagement and accountability of other engaged officers

5. Engaged officers should acquaint themselves with the functioning of the Krushak Odisha Portal, GO-SUGAM portal, and SAFAL platform by using the user guides available on the respective

portal

- Krushak Odisha: https://krushak.odisha.gov.in/website/how-to-use
- GO-SUGAM: https://sugam.odisha.gov.in/website/home/how-to-use
- SAFAL: https://safal.odisha.gov.in/website/home/howtoapply

6. All technical issues noticed during the operations of the tech websites should be escalated to the state level for resolution.

7. Help Desk Number for contact is given below.

Farmer ID-	Prasannajit Prusty- Mob No.-7008542438
	Latika Moharana- MobNo.-7978457129
Krushak Odisha-	Biranchi Nanda- Mob No.- 7008861986
Go-Sugam-	Pratyusa Pattanayk- Mob No.-9861863735
	Jayashree Majhi- Mob No.-9337744864
SAFAL-	Pradipta Sethi- Mob No.-9938121447
	Bijaylaxmi Sahoo- Mob No.-7655039781
	Manoj Rana- Mob No.-8637214234

Director of Agriculture and Food

Production, Odisha ,Bhubaneswar