

**Proceedings of the meeting of Secretary Board, ZAs, CMEO, ZMEOs, DMEOs, and Secretary Market Committees in the State held under the Chairmanship of Shri Anil Malik, IAS Chief Administrator Board on 28.9.2015 at Kisan Bhawan, Sector-14, Panchkula.**

At the outset the Chief Administrator welcomed all the participants. The achievement of market fee, recoveries of the dues of plots, working of the cool chain and pack houses and preparation of mandis for Kharif Season-2015 was reviewed.

1. The Secretary Market Committees were directed to ensure that all basic facilities should be available and maintained in the mandies so that there may be no difficulty to the farmers, traders and mandi functionaries during the Kharif procurement season. They were also directed to keep in touch with the concerned SDO, XEN & S.Es to keep the mandies well maintained. In case of any laps they (Secretaries) will be held personally responsible

2. The Secretary Market Committees were directed to ensure the achievements of the target of market fee fixed for respective market committees. SMCs should assign specific duties to all the Assistant Secretaries, Mandi Supervisors, Arrival Recorders and Class-IV employees through orders in writing to achieve better performance in duties and the efficiency in the disposal of Market Committee functions. Class -IV employees should not be given the duties at gates for recording of arrivals of agriculture produce.

3. All the SMCs were directed to retain the funds equal to two month's salary only in the Accounts of Market Committees and excess amount more than this should be transferred to the Head Office for development works/pension. **(Action : All SMC's and CFA)**

4. To check the evasion of market fee in Paddy, it was decided that e-gate pass should be started for paddy also as has been done in case of Cotton. The XEN (IT) should take action for providing the Software and Password to the concerned Mill owners before the start of the current Paddy Season at the earliest. **(Action : XEN (IT) & CMEO)**

5. It was also decided that the limit of Mandi Vikas Kosh should be used for the immediate repair and maintenance of mandis for the smooth and convenient sale and purchase of agricultural produce of the farmers. **(Action : All XEN's & SE's, SMC's.)**

6. All the SMC were directed to check and compile the instalment/dues pending against the sold plots in their Market Committees.

The meeting ended with a vote of thanks to the Chair.

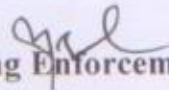
Ca. No 329

Endst. No. ME-I-A-V-2015/ <sup>11077-253</sup>

dated: 18-11-15

A copy of the above is forwarded to the following information and necessary action please:-

1. CE-I & II, CFA, Architect, DA, ADO-I, ADO-II and XEN (I.T) HSAM Board, Panchkula.
2. All the SEs, XENs and SDOs HSAM Board in the State.
3. All the ZAs and ZMEOs HSAM Board in the State.
4. All the DMEOs HSAM Board in the State.
5. All Secretary-cum-E.O., Market Committee in the State.
6. PS to CA/PS to Secretary HSAM Board, Panchkula.
7. All the Branch Incharge HSAM Board, Panchkula.

  
Chief Marketing Enforcement Officer  
For Chief Administrator