

SECTION – 4 DISCLOSURE UNDER RTI ACT, 2005
(TRANSPARENCY AUDIT PROFORMA)
2024-25

The RTI Act under section 4 provides a comprehensive framework for promoting openness in the functioning of the public authorities.

While Section 4(1) (a) provides a general guideline for record management, so that the information could be easily stored and retained, the sub-sections b,c and d of Section 4 relate to the organizational objects and functions. Sub-sections (b), (c) and (d) of Section 4 of the RTI Act and other related information can be grouped under six categories; namely, 1-organsiation and function, 2- Budget and programmes, 3- Publicity and public interface, 4-E. governance, 5-Information as prescribed and 6. Information disclosed on own initiative.

1. Organisation and Function

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
1.1	Particulars of its organisation, functions and duties [Section 4(1)(b)(i)]	(i) Name and address of the Organization: Directorate of Cashewnut and Cocoa Development, Govt. of India, Ministry of Agriculture and Farmer's Welfare, 8 th & 9 th Floor, KeraBhavan, Cochin – 682011, Kerala.	Fully met
		(ii) Head of the organization: Director	Fully met
		(iii) Vision, Mission and Key objectives	Fully met

		As subordinate office under the Union Ministry of Agriculture and Farmers Welfare(Govt. of India)and National Level Agency (NLA) under the aegis of Mission for Integrated Development of Horticulture (MIDH). To make the country self-sufficient in Cashew and Cocoa by increasing its area of cultivation, production and productivity by amicably involving all stakeholders, particularly farmers, by train, encourage and empower them with modern scientific production technologies & practices. • Expansion of area under both crop in traditional and non-traditional tracts. • Adoption of latest scientific packages and practices in cultivation, crop protection and crop management. • Production and promotion of High Yielding Varieties of Cashew and Cocoa. • Development of Nursery infrastructure and fixing standards of quality of planting material. • Replacement of senile cashew and cocoa plantations with High Yielding Varieties. • Transfer technologies developed by Research from Lab to the field for adoption by farming community. • Create awareness among farming community about the beneficial aspects of scientific management of the crops. • Development of Human resource in the field.	
		(iv) Function and duties 1) Formulation, implementation, Co-ordination and monitoring of Cashew and Cocoa Development Programmes in India under Mission for Integrated Development of Horticulture (MIDH)	Fully met

		2) To maintain close liaison with SHMs, Central and State Institutions of Research and Development. 3) To function as a feedback agency between development and research departments/institutes 4) To co-ordinate the activities of the promotion of the crops of Cashew and Cocoa between SHMs, Central and State Institutions with the Ministry of Agriculture. 5) To function as a repository of information on area, production, processing, marketing, exports and pricing situations of these commodities. 6) To function as an advisory organization on administrative, financial and technical aspects involved in the promotion of these crops. 7) To provide adequate exposure and dissemination of technologies to the interested quarters on production and processing. 8) To Take up intensive publicity measures such as publishing journals, books, pamphlets, organization / participation of Seminars, Workshops and Exhibitions. 9) To develop Planting material for cashew and cocoa as a National Level Agency(NLA) approved by the Govt. of India for accreditation of Cashew and Cocoa Nurseries.	
	(v)	Organization Chart Organisational chart of the Directorate is enclosed- Annexure-I	Fully met
	(vi)	Any other details-the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have	Fully met

		been dealt: The Directorate of Cashewnut was established in the year 1964 as a subordinate office under Union Ministry of Agriculture and FW with it's headquarter at Kochi, Kerala. Later, in the year 1997, the mandate for developing the crop of Cocoa was entrusted and the Directorate was renamed as Directorate of Cashewnut and Cocoa Development. The details of HoDs of the Directorate from time to time is given below <table border="1"> <thead> <tr> <th>No.</th><th>Name of Director</th><th>From</th><th>To</th></tr> </thead> <tbody> <tr> <td>1</td><td>Sh.Ayyadurai(I/c)</td><td>01.04.1966</td><td>20.06.1967</td></tr> <tr> <td>2</td><td>Sh.RamunniMenon.K</td><td>21.06.1967</td><td>03.06.1971</td></tr> <tr> <td>3</td><td>Sh.T.M.Venkataraman</td><td>04.06.1971</td><td>30.06.1980</td></tr> <tr> <td>4</td><td>Dr.L.Krishnaswamy</td><td>01.07.1980</td><td>19.09.1983</td></tr> <tr> <td>5</td><td>Sh.C.K.George(I/c)</td><td>20.09.1983</td><td>08.10.1984</td></tr> <tr> <td>6</td><td>Sh.P.P.Balasubramanian</td><td>09.10.1984</td><td>30.04.2006</td></tr> <tr> <td>7</td><td>Dr.VenkateshN.Hubballi</td><td>01.04.2006</td><td>30.04.2023</td></tr> <tr> <td>8</td><td>Sh.Ravindra Kumar(I/C)</td><td>01.05.2023</td><td>31.03.2024</td></tr> <tr> <td>9</td><td>Dr. Femina</td><td>01.04.2024</td><td>Till date</td></tr> </tbody> </table>	No.	Name of Director	From	To	1	Sh.Ayyadurai(I/c)	01.04.1966	20.06.1967	2	Sh.RamunniMenon.K	21.06.1967	03.06.1971	3	Sh.T.M.Venkataraman	04.06.1971	30.06.1980	4	Dr.L.Krishnaswamy	01.07.1980	19.09.1983	5	Sh.C.K.George(I/c)	20.09.1983	08.10.1984	6	Sh.P.P.Balasubramanian	09.10.1984	30.04.2006	7	Dr.VenkateshN.Hubballi	01.04.2006	30.04.2023	8	Sh.Ravindra Kumar(I/C)	01.05.2023	31.03.2024	9	Dr. Femina	01.04.2024	Till date	
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1.2	Power and duties of its officers and employees [Section 4(1) (b)(ii)]	(i) Powers and duties of officers (administrative, financial and judicial) <u>Director</u> <u>Powers</u> All statutory administrative and financial powers vested on a Head of Department under relevant statutory rules and orders and specific powers delegated by Union Ministry of Agriculture & FW to Head of Department under Delegation of Financial Power Rules, 1978 from time to time for the smooth and successful implementation of Cashew and Cocoa Development programmes/Schemes. <u>Duties</u> Implementation and monitoring of Cashew and Cocoa Development	Fully met																																								

		programmes/schemes under Mission for Integrated development of Horticulture(MIDH), briefly :- • To function as adviser to Union Ministry of Agriculture & Farmers Welfare on all policy matters relating to Cashew and Cocoa. • As HoD declared under statutory rules, to function as technical and administrative head of the Directorate. • Finalization of Annual Action Plan of the Directorate and its timely submission to Union Ministry of Agri& FW. • Preparation and finalization of other development projects/reports/documents etc. as required from time to time. • Scrutiny and sanction of various projects/proposals/requests for fund etc. and release of funds as per laid down norms and pattern of assistance. • Monitoring of various schemes/programmes/projects and site inspections • Reporting of physical and financial progress to Union Ministry of Agri. & FW in the manner, format, periodicity etc. as decided by Department from time to time. • To render technical advice/assistance to Cashew and Cocoa farming community. • To function as member of various Committees/Working Groups/Joint Inspection Team etc. constituted by Union Ministry of Agri& FW from time to time. • To function as Govt. of India nominee in the Board of Directors in Karnataka State Cashew Development Corporation(KCDC) and Committee of Administration of Cashew Export Promotion Council of India (CEPCI). • To function as Govt. of India representative in various selection Committees of Coconut Dev. Board, Kochi. • To work as Chairman of various statutory committees for making	
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		appointments, promotion, selection in the Directorate. • To function as Transparency Officer of the Directorate under the provisions of RTI Act,2005. • Any specific duty/task as assigned by Union Ministry of Agri& FW from time to time. <u>Deputy Directors</u> a) <u>Powers (administrative)</u> i) Member of various committee constituted as per statutory rules and orders ii) Powers delegated to Head of Office as per statutory rules and orders. b) <u>Powers (financial)</u> i) Powers delegated to 'Head of Office' under DFPR. c) <u>Powers (judicial)</u> <u>NIL</u> <u>Duties (Broad)</u> Assist Director in all matters relating to development and publicity activities of the crop of Cashew and Cocoa, briefly :- a) Preparation of Annual Action Plan/Projects/reports b) Dealing and corresponding with State Govts. and other agencies c) Physical and financial progress monitoring and reporting d) Conducting inspections / visits on plantations sites	
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		e) Assessment of area, production and productivity of both crop f) Crop promotion, publicity and extension aspects of both crops g) Supervision of day to day work of DEV & CIP Sections. h) Function as Head of Office from time to time i) Any duties/tasks, as assigned specifically, from time to time. <u>Administrative officer</u> d) <u>Powers (administrative)</u> • Grant of leave to all Group B (NG) and Group C staff of the Directorate. • To grant TA advance to officials of DCCD. • Member of various committees constituted as per various rules and orders <u>b) Powers (financial)</u> • To incur expenditure upto a monetary limit of Rs.100/- • To draw and disburse salary & allowances of all officials. • To draw all TA/Contingent bills. <u>c) Powers (judicial)</u> NIL <u>Duties (Broad)</u> • Handling all personnel and administrative matters, including implementation of official language policy. • All accounting matters relating to Plan and Non Plan and maintenance of proper accounts thereof and its reconciliation with concerned agencies.	
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		• All audit matters. • Function as Vigilance Officer of the Directorate • Function as Grievance Redressal Officer of the Directorate • Function as CPIO of the Directorate • Function as nodal officer for SC/ST/OBC/PWD's. • Function as Drawing and disbursing officer of the Directorate. • Any duties/tasks, as assigned specifically from time to time.	
		(ii) Power and duties of other employees Senior Technical Assistant Statistical Investigator Technical Assistants Senior Computer Handling all technical matters relating to implementation of cashew/cocoa schemes and programmes in accordance with prescribed norms, guidelines and procedures and as per directions, guidance and advice given by the senior officers from time to time. Jr. Translator Hindi Typist All work relating to Implementation of official language policy of GOI for the progressive use of Hindi as official language of the union in day to day work of the establishment and translation of letters/reports/journals etc. to Hindi. UD Clerks LD Clerks Stenographers MTS Providing clerical assistance in all personnel, administrative and accounting work to Administrative officer and also providing secretarial	Fully met

		assistance to entitled officers and office support.	
		(iii) Rules/ orders under which powers and duty are derived ● Fundamental Rules(Part I,II,III,IV,V) ● Supplementary Rules ● CCS (CCA) Rules,1965 ● CCS (Conduct) Rules,1964 ● CCS (Pension)Rules, 1972 ● CCS (Revised Pay) Rules,2017 ● Receipts and Payment Rules,1983 ● General Financial Rules,2017 ● Civil Accounts Manual ● Central Treasury Rules ● Delegation of Financial Power Rules,1978 ● Manual of office procedure ● CCS (LTC) Rules,1988 ● CS (MA)Rules,1972 ● CCS(Redeployment of surplus staff)Rules ● CCS(Temporary Service)Rules,1965 ● CS (Implementation of NPS)Rules, 2021 ● Operational guidelines of Mission for Integrated Development of Horticulture. (https://midh.gov.in/PDF/midh(English).pdf) ● Administrative approval – Annual Plans of respective years. https://midh.gov.in/AapNLAs.html	Fully met
		(iv) Exercised Same as above	Fully met

		(v) Work allocation 1) <u>Smt. V.S.Jayalakshmi, Statistical Investigator</u> - Preparation of Statistical data, Area production - NLT, National Seminar, Review Meeting ATRs and follow up. - Parliament Question/VIP reference. - Implementation and release of fund for all publicity & HRD programmes - Supervision of day to day work of CIP Section - Printing of Journal , Annual Report and other books 2) <u>Smt.R.I.Resmi, Jr.Translation Officer</u> - All the matters in connection with OL section. - Maintenance and upkeep of library. 3) <u>Shri Nikhil V.M, Sr. Technical Assistant</u> - Implementation and release of funds of all development schemes of Cashew and Cocoa. - Accreditation of nursery 4) <u>Smt. P.S. Sreekala, Technical Assistant</u> - All Cash & Accounts related matters - Work relating to Audit matters - Grant of HBA/MCA/LTC - All matters relating to pay bills, bonus, income tax, profession tax, GST filing etc. 5) <u>Shri K.K.Shine Technical Asst.</u> - Providing Secretarial assistance to Director	
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		b. Settlement of Honorarium claims c. Accreditation of cashew and cocoa nurseries 6) <u>Shri Rohith H.S, Technical Asst.</u> a. Matters relating to all works relating to DLS, training, Hort. fairs, Exposure visit, Prod. Forecast etc 7) <u>ShriBipinV, UD Clerk (on deputation to CAT, Ernakulam)</u> 8) <u>Shri Dense K Paul, Technical Asst</u> a. Matters relating to admn section. b. Purchase and upkeep of all Stores/Stationery & disposal. b. House-keeping and maintenance contracts, GeM etc. 9) <u>Smt.M.V.Sreedevi, LDC</u> a. TA/DA Claims, Medical Claims etc b. GPF advance, LTC 10) <u>Shri Ravi, LD Clerk</u> a. Diary and Despatch Work. b. Movement of files and papers within and outside office. c. Leave entry and AEBAS updation 11) <u>Kum. Anagha M, Hindi Typist</u> a. Hindi Typing and OL matters b. All Estt. Matter & Personnel matters, RTI, Court cases, recruitment, Training, DPC/DSC/MACP etc. c. Settlement of pensionary benefits. d. Service book entry.	
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1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	(i) Process of decision making Identify key decision making points (I) Issues requiring decisions are examined on file by three sections namely Dev/CIP/Admn with reference to schemes guidelines and other rules/instructions. The concerned file duly containing details of such examination and opinions recorded thereon during such examinations moves from sections to Admn. Officer/ Deputy Directors and Director as per the channel of supervision given below. Final decisions are taken mostly at the level of Director. Wherever necessary, matters get referred to Union Ministry of Agri. & FW for further decisions. <u>(ii) Key Decisions making points</u> ●Decide the draft Annual Plan of the Directorate and set physical and financial targets for implementing agencies with reference to scheme norms and guidelines. ●Decide on various project proposal/request for grant in aid submitted by State Govts. and other implementing agencies to approve/clarify/modify/amend/reject the same. ●Decide to sanction the fund by way of grant in aid to various State Governments and other implementing agencies. ●Decide the quantum of financial assistance, nature of release, periodicity, programme etc ●Decide on various progress report received from IAs to suggest further action.	Fully met
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		●Decide on the adequacy of compliance by implementing agencies to the set norms and target of the programme. ●Decide on recommending various projects for consideration and approval of Union Ministry of Agri& FW. ●Decide on the recommendations of Evaluation Committee for granting accreditation to Cashew and Cocoa Nurseries. ●Decide on the location, manner and way with which various promotional events of both crops(cashew & cocoa) are organized.	
	(ii) Final decision making authority Director (DCCD)		Fully met
	(iii) Related provisions, acts, rules etc. As indicated against Sl.No.1.2 (iii)		Fully met
	(iv) Time limit for taking a decisions, if any As prescribed in Service Delivery Standard. (Annexure-III)		Fully met
	(v) Channel of supervision and accountability Development Section → Deputy Director(D) → Director (STA/TAs/Sr. Computer)		Fully met

		CIP Section → Deputy Director(R) → Director (SI/TAs) Admn/OL Section → Admn. Officer → Dy. Director → Director (LDC/UDC/JTO/HT)	
1.4	Norms for discharge of functions [Section 4(1)(b)(iv)]	(i) Nature of functions/ services offered The Directorate being a National Level Agency under MIDH is implementing and monitoring Cashew and Cocoa Development Schemes and programmes all over the country. The nature of function is implementation of development schemes and programmes of crop of Cashew and Cocoa in association with State Development Departments/ State Agri. Universities / AICRP Centres of Cashew/ State level Cashew, Forest & Plantation Corporations / Nursery Owners / Local Panchayats / Manufacturer's associations / FPOs. To achieve the above mandate, the Directorate draws up Annual Action Plan (AAP) for each year as per the operational guidelines of MIDH. On receipt of approval for AAP from the Union Ministry of Agri. & FW, New Delhi the funds are obtained from the Ministry and earmarked to concerned implementing agency. On receipt of requisite proposals/projects from above implementing agencies funds are released to these agencies with specific targets, after its scrutiny. The scrutiny of the proposals/projects are aimed at obtaining compliance with set norms/guidelines. The progress of implementation by these agencies is monitored by the Directorate through correspondences, progress reports, utilization certificates, telephonic discussions, site inspections and also by constituting Joint Inspections teams etc. No special services are offered by the Directorate except accreditation of	Fully met

		Cashew and Cocoa nurseries.	
		(ii) Norms/ standards for functions/ service delivery The details of Schemes/programmes, cost norms and pattern of assistance approved for implementation and the discharge of substantive functions are as given at Annexure-II The details of Schemes/programmes, approved for implementation is given at Annexure-II(A) A copy of Service Delivery Standard developed as a part of Citizen charter under Sevottam framework prescribed by DAR& PG is enclosed at Annexure-III	Fully met
		(iii) Process by which these services can be accessed <u>Accreditation of Nurseries</u> • For availing the services relating to accreditation of Cashew/ Cocoa Nursery, the owner of the nursery has to make an application in the format prescribed along with required fee. The format of application is available for download in the DCCD website. • On receipt of the application same is scrutinized. Thereafter, a joint inspection team will visit the nursery site and score card is prepared as per prescribed format. • On the recommendations of the inspection team the accreditation certificate for one year is granted for production and distribution good quality planting materials. • Suitable technical advice/ recommendations to maintain / improve the condition of nursery is also conveyed to the entrepreneurs.	Fully met

		(iv) Time-limit for achieving the targets One year from the date of release of funds to implementing agencies.	Fully met
		(v) Process of redress of grievances Grievances /complaints are received through central online portal (http://pgportal.gov.in) and gets allotted to this Directorate. These are replied to online through same portal. Using this portal, various reports can be generated and petitioner can view status of their grievances. Complaints received through E mail/post are replied through same channel after proper examination of the matter. A complaint/grievance register is also maintained.	Fully met
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/ manual /instruction.	Fully met
		(ii) List of Rules, regulations, instructions manuals and records. (i) & (ii) - As already indicated against Sl.No.1.2 (iii)	Fully met
		(iii) Acts/ Rules manuals etc. Not applicable	
		(iv) Transfer policy and transfer orders Not applicable -(As this Directorate has no field level offices there is no transfer policy in place).	Fully met

1.6	Categories of documents held by the authority under its control [Section 4(1)(b) (vi)]	(i) Categories of documents <table border="1"> <thead> <tr> <th>SL. No.</th><th>Type of document</th><th>Particulars</th><th>Periodicity of preservation</th></tr> </thead> <tbody> <tr> <td>1</td><td>Annual Action Plan 2006-07 to 2024-25</td><td>Yearly project details of cashew and cocoa development</td><td>As per Record Retention Schedule for substantive function prescribed by National Archives of India (NAI)</td></tr> <tr> <td>2.</td><td>Annual Reports 2006-07 onwards</td><td>Yearly report on physical and financial achievements and details of activities</td><td>-do-</td></tr> <tr> <td>3.</td><td>Guidelines on Mission for Integrated development of Horticulture</td><td>Broad guidelines issued by M/o Agriculture for MIDH programme</td><td>-do-</td></tr> </tbody> </table> (ii) Custodian of documents/categories Director, DCCD	SL. No.	Type of document	Particulars	Periodicity of preservation	1	Annual Action Plan 2006-07 to 2024-25	Yearly project details of cashew and cocoa development	As per Record Retention Schedule for substantive function prescribed by National Archives of India (NAI)	2.	Annual Reports 2006-07 onwards	Yearly report on physical and financial achievements and details of activities	-do-	3.	Guidelines on Mission for Integrated development of Horticulture	Broad guidelines issued by M/o Agriculture for MIDH programme	-do-	Fully met
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1.7	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	(i) Name of Boards, Council, Committee etc. a) National Steering Committee on Cashew b) National Steering Committee on Cocoa c) Committee for Price Fixation of Cashew Grafts d) Committee for Evaluation of Nurseries. (ii) Composition	Fully met Fully met																

		a & b - As given at Annexure – IV A & B b& c – As constituted yearly and regional basis.	
		(iii) Dates from which constituted a.) Reconstituted National Steering Committee on cashew vide Order No. 03-01/2017-MIDH.Tech.I(P-44667) dated 04.09.2017 issued by DAC & FW Annexure –IV-A) b) Reconstituted order No. 21-09/2015-MIDH-Tech.I dated 20.05.2015 issued by DAC & FW Annexure –IV-B)	Fully met
		(iv) Term/ Tenure 6 months interval	Fully met
		(V) Power and functions To coordinate activities of promotion, research needs of Cashew and Cocoa and suggest measures for the promotion of Cashew and Cocoa cultivation inclusive of export& trade.	Fully met
		(v) Whether their meetings are open to the public? No	Fully met
		(vi) Whether the minutes of the meetings are open to the public? Yes	Fully met
		(vii) Place where the minutes if open to the public are available? Available on demand. Also published in DCCD Website.	Fully met

1.8	Directory of officers and employees [Section 4(1) (b) (ix)]	(i) Name and designation <table border="1"> <thead> <tr> <th>Sl.No .</th><th>Name</th><th>Designation</th><th>PH. NO</th></tr> </thead> <tbody> <tr><td>1</td><td>Dr. Femina</td><td>Director</td><td>0484-2377151</td></tr> <tr><td>2</td><td>Shri Ravindra Kumar</td><td>Deputy Director</td><td>do</td></tr> <tr><td>3</td><td>Shri Dadasaheb Desayi</td><td>Deputy Director</td><td>do</td></tr> <tr><td>4</td><td>Shri P.A. Parameswaran</td><td>Administrative Officer</td><td>do</td></tr> <tr><td>5</td><td>Smt. V.S. Jayalakshmi</td><td>Statistical Investigator</td><td>do</td></tr> <tr><td>6</td><td>Shri Nikhil V.M.</td><td>Senior Technical Asstt</td><td>do</td></tr> <tr><td>7</td><td>Smt. P.S. Sreekala</td><td>Technical Assistant</td><td>do</td></tr> <tr><td>8</td><td>Shri K.K. Shine</td><td>Technical Assistant</td><td>do</td></tr> <tr><td>9</td><td>Shri H.S. Rohith</td><td>Technical Assistant</td><td>do</td></tr> <tr><td>10</td><td>Smt. R.I. Resmi</td><td>Jr. Translation officer</td><td>do</td></tr> <tr><td>11</td><td>Shri Dense K. Paul</td><td>Technical Assistant</td><td>do</td></tr> <tr><td>12</td><td>Shri Bipin. V</td><td>Upper Division Clerk</td><td>do</td></tr> <tr><td>13</td><td>Smt. M. V. Sreedevi</td><td>Lower Division Clerk</td><td>do</td></tr> <tr><td>14</td><td>Shri Ravi</td><td>Lower Division clerk</td><td>do</td></tr> <tr><td>15</td><td>Kum Anagha M</td><td>Hindi Typist</td><td>do</td></tr> </tbody> </table> (ii) Telephone , fax and email ID 0484-2377151 (Telephone) 0484-2377239 (Tele. FAX) dccd@nic.in (E mail) https://dccd.gov.in (web site)	Sl.No .	Name	Designation	PH. NO	1	Dr. Femina	Director	0484-2377151	2	Shri Ravindra Kumar	Deputy Director	do	3	Shri Dadasaheb Desayi	Deputy Director	do	4	Shri P.A. Parameswaran	Administrative Officer	do	5	Smt. V.S. Jayalakshmi	Statistical Investigator	do	6	Shri Nikhil V.M.	Senior Technical Asstt	do	7	Smt. P.S. Sreekala	Technical Assistant	do	8	Shri K.K. Shine	Technical Assistant	do	9	Shri H.S. Rohith	Technical Assistant	do	10	Smt. R.I. Resmi	Jr. Translation officer	do	11	Shri Dense K. Paul	Technical Assistant	do	12	Shri Bipin. V	Upper Division Clerk	do	13	Smt. M. V. Sreedevi	Lower Division Clerk	do	14	Shri Ravi	Lower Division clerk	do	15	Kum Anagha M	Hindi Typist	do	Fully met
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1.9	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)]	(i) List of employees with Gross monthly remuneration (as on 31.03.2025) <table border="1"> <thead> <tr> <th>Sl.No .</th><th>Name</th><th>Designation</th><th>Monthly remuneration</th></tr> </thead> <tbody> <tr><td>1.</td><td>Dr Femina</td><td>Director</td><td>Rs. 1,72,788/-</td></tr> <tr><td>2.</td><td>Shri Ravindra Kumar</td><td>Deputy Director</td><td>Rs.1,68,619/-</td></tr> </tbody> </table>	Sl.No .	Name	Designation	Monthly remuneration	1.	Dr Femina	Director	Rs. 1,72,788/-	2.	Shri Ravindra Kumar	Deputy Director	Rs.1,68,619/-	Fully met																																																				
Sl.No .	Name	Designation	Monthly remuneration																																																																
1.	Dr Femina	Director	Rs. 1,72,788/-																																																																
2.	Shri Ravindra Kumar	Deputy Director	Rs.1,68,619/-																																																																

		3.	Shri Dadasaheb Desai	Deputy Director	Rs.1,31,121/-			
		4.	Shri P.A.Parameswaran	Administrative Officer	Rs.1,26,608/-			
		5.	Smt.V.S.Jayalakshmi	Statistical Investigator	Rs.1,41,832/-			
		6.	Shri Nikhil V.M.	Senior Technical Asst.	Rs. 95,468/-			
		7.	Smt.P.S.Sreekala	Technical Assistant	Rs.1,17,101/-			
		8.	Shri K.K.Shine	Technical Assistant	Rs.1,13,114/-			
		9.	Shri H.S.Rohit	Technical Assistant	Rs. 78,687/-			
		10.	Smt. R.I.Resmi	Jr.Translation Officer	Rs.1,67,235/-			
		11.	Shri Dense K.Paul	Technical Assistant	Rs. 73,221/-			
		12.	Smt.M.V.Sreedevi	Lower Division Clerk	Rs. 46,512/-			
		13.	Shri Ravi	Lower Division clerk	Rs. 36,414/-			
		14.	Kum Anagha M	Hindi Typist	Rs. 34,349/-			
		(ii) System of compensation as provided in its regulations					Fully met	
		No provisions are available for any kind of compensation in connection with Cashew and Cocoa Schemes.						

1.10	Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)]	(i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority i) Dr Femina, Director First Appellate Authority& Transparency Officer ii) Shri.P.A.Parameswaran, Administrative Officer & Central Public Information Officer	Fully met
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		<u>Deemed CPIOs</u> 1) Smt.V.S.Jayalakshmi, Statistical Investigator 2) Shri Nikhil V.M., Senior Technical Assistant	
		(ii) Address, telephone numbers and email ID of each designated official. i) femina.lal@gov.in 0484-2377151 (O), 9400092148 (Mob.) ii) aodccd-dac@gov.in 0484-2377151 (O), 9446548022 (Mob.)	Fully met
1.11	No. Of employees against whom Disciplinary action has been proposed/taken (Section 4(2))	No. of employees against whom disciplinary action has been (i) Pending for Minor penalty or major penalty proceedings NIL	Fully met
		(ii) Finalised for Minor penalty or major penalty proceedings NIL	Fully met
1.12	Programmes to advance understanding of RTI (Section 26)	(i) Educational programmes NIL	Fully met
		(ii) Efforts to encourage public authority to participate in these programmes	Fully met

		All officials have been completed igot Karmayogi 'Right To Information Act', part-1 and part-2 by ISTM.	
		(iii) Training of CPIO/APIO Depending upon the availability of slots, training for CPIO is considered.	Fully met
		(iv) Update & publish guidelines on RTI by the Public Authorities concerned A brief write up on Right to Information Act and all other relevant details has been given in the Directorate's website. The details of Appellate authority and CPIO has been given with complete contact information. Required web links has been provided to access other RTI related websites both in the home page and RTI page of the DCCD website. Details of FAA & CPIO has also been displayed in the office premises with citizen charter. The guidelines and instructions issued by DOPT are properly catalogued. A separate Chapter on RTI is included in every year's Annual Report in which details of RTI application received, disposed etc. is displayed along with other important RTI aspects.	Fully met
1.13	Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013]	Not applicable	

2. Budget and Programme

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
2.1	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	(i) Total Budget for the public authority a) Rs.1261.88 lakhs – (2024-25) – For Scheme and programmes b) <u>Rs.253.66 lakhs - (2024-25)</u> – For Estt. Expenditure.	Fully met
		(ii) Budget for each agency and plan & programmes Details are given in Annexure-V	Fully met
		(iii) Proposed expenditures(2024-25) Rs.973.38 lakhs – For Schemes and Programmes Rs. 235.02 lakhs – For Estt. Expenditure.	Fully met
		(iv) Revised budget for each agency, if any Nil	Fully met
		(v) Report on disbursements made and place where the related reports are available	Fully met

		Report on disbursement made are maintained through concerned software (PFMS) and also in concerned registers. These figures are incorporated in the Annual Reports of the Directorate published every year which is a public document and available for download in Directorates website (https://dccd.gov.in)	
2.2	Foreign and domestic tours (F.No. 1/8/2012- IR dt. 11.9.2012)	(i) Budget Domestic Travel- Rs.13.50 lakhs	Fully met
		(ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the Heads of the Department. a) Places visited b) The period of visit c) The number of members in the official delegation d) Expenditure on the visit As given at Annexure- VI	Fully met
		(iii) Information related to procurements a) Notice/tender enquires, and corrigenda if any thereon, b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured, c) The works contracts concluded – in any such combination of the above-and d) The rate /rates and the total amount at which such procurement or works contract is to be executed.	Fully met

		As given at Annexure-VII	
2.3	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	(i) Name of the programme of activity	Fully met
		(ii) Objective of the programme	
		(iii) Procedure to avail benefits	
		(iv) Duration of the programme/ scheme	
		(v) Physical and financial targets of the programme	
		(vi) Nature/ scale of subsidy /amount allotted	
		(vii) Eligibility criteria for grant of subsidy	
		(i)to(vii) – As indicated in Annexure-V(A)	
		(viii) Details of beneficiaries of subsidy programme (number, profile etc.)	
		As indicated in Annexure-VIII	
2.4	Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013]	(i) Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions No such grants. No grant is given to any NGOs. The central funding for Cashew and Cocoa under MIDH is in the form of 100% Grant in aid to all other implementing agencies.	Fully met
		(ii) Annual accounts of all legal entities who are provided grants by public authorities.	Fully met

		The Karnataka Cashew Development Corporation. Copy of Annual Report containing audited statement of accounts is available.	
2.5	Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)]	(i) Concessions, permits or authorizations granted by public authority Public and private Cashew & Cocoa Nurseries have been accredited by the Directorate for producing quality planting materials. Particulars of all such Nurseries have been placed in DCCD website.	Fully met
		(ii) For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession/ grant and/ or permits of authorizations c) Name and address of the recipients given concessions/ permits or authorisations d) Date of award of concessions /permits of authorizations As indicated in Sl.No.VI of Annexure-V(A)	Fully met
2.6	`CAG& PAC paras [F No. 1/6/2011- IR dt. 15.4.2013]	Two paras; (i) Missing entries regarding challan deposit (ii) Outstanding utilization certificate.	Fully met

3. Publicity Band Public interface

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
3.1	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013]	Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens This Directorate is not framing/administering any Act/Rule/Notifications/ordinance. However, following forms, which are required to be accessed by citizen/implementing agencies etc have been placed under download section in the Directorates' Website:- • Application for FLT Programme in farmers field • Application for Nursery Accreditations • Application for Nursery Upgradations • Proforma for Utilization Certificate - Form GFR 12-C • Application for availing Financial assistance through E-Transfer/NEFT • Proforma for Inspection - (FLTD and New Plantation) • Proforma showing details of beneficiary farmers under new planting programme - Cashew and Cocoa • Proforma showing details of 2nd year survival of Cashew/Cocoa plantations • Proforma showing details of 3rd year survival of Cashew/Cocoa	Fully met

		plantations • Proforma showing category wise beneficiary details • Proforma showing achievements of Cashew and Cocoa development programmes by states • Subscription proforma of Magazines • Application for cocoa new planting programme • Application for cashew new planting programme	
		(ii) Arrangements for consultation with or representation by a) Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors c) Contact details of Information & Facilitation Counter (IFC) to provide publications frequently sought by RTI applicants. The visit time for public has not been limited by fixing a particular time but they are allowed any time during duty hours. All the publications (priced & Non Priced) have been placed in the DCCD website for information of public which can be obtained from the office in person or by post on request. No IFC counter has been set up as the volume of public transaction is limited.	Fully met
		Public- private partnerships (PPP) (i) Details of Special Purpose Vehicle (SPV), if any Not applicable - NIL	
		(ii) Detailed project reports (DPRs) Not applicable –NIL	

		(iii) Concession agreements. Not applicable - NIL	
		(iv) Operation and maintenance manuals (v) Not applicable - NIL	
		(vi) Other documents generated as part of the implementation of the PPP Not applicable - NIL	
		(vii) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government (viii) Not applicable - NIL	
		(ix) Information relating to outputs and outcomes (x) NIL	
		(xi) The process of the selection of the private sector party (concessionaire etc.) Not applicable - Nil	
		(xii) All payment made under the PPP project Not applicable - NIL	
3.2	Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]	Publish all relevant facts while formulating important policies or announcing decisions which affect public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year Not applicable – The Directorate is not authorized to legislate or to take policy decisions	Fully met

		(ii) Outline the Public consultation process NIL	
		(iii) Outline the arrangement for consultation before formulation of policy The Directorate is not authorized to take any policy decision as this falls under the jurisdiction of Union Ministry of Agri.& FW. However, in order to evolve a feasible and effective development strategy/plan for the crops of Cashew and Cocoa and also to assess various sectoral issues/constraints, all stake holders including general public are invited to attend Cashew/Cocoa Seminars, which is a national level event held every two years. Wide publicity is given for such events through print/electronic/social media and also through Public Information Bureau (PIB). In addition, public participation is also ensured in various training programmes/field days/workshops conducted by the Directorate as part of programme/scheme implementation. For this purpose, anybody can register online through DCCD website.	
3.3	Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)]	Use of the most effective means of communication (i) Internet (website) The website of the Directorate which is in bilingual form is widely used to display and disseminate all required information relating to both crops like particulars of schemes, objective, pattern of assistance, cost norms, method of implementation, procedural guidelines etc. All applications forms for applying for these schemes have also been placed for download in the website. Details of all publications of the Directorate is given in the website. Details of all events being held are regularly displayed in the website with photographs and write up. All technical and statistical information relating to both crop with FAQ is	Fully met

		also included in the website. Facility to register online for various events have also been provided in the DCCD website. (ii) E mail- This method is being widely used. Every official of the Directorate is allotted with official E mail ID. (iii) Fax / Post – This method of communication is also being used whenever and wherever necessary. (iv) Video Conferencing – This technology is used to discuss official matters with senior level official of DA& FW and also for occasional online training programmes. (v) Services of Press Information Bureau (PIB) and Farm Information Bureaus (FIB) and All India Radio (AIR) are also utilized to disseminate various types of (scientific/technical/statistical) information to stake holders and general public. (vi) Service of various print media like national & local newspapers/Employment News/Job magazines are also used whenever necessary. (vii) Other information relating to auction/tendering/purchase etc. are published in Notice Boards/CPP web site. (viii) An android based mobile application – A multilingual Cashew App. has been developed for the use of cashew farmers which contain all technical information relating to cashew cultivation. All registered users of the app can access	
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		the information. (ix) In addition, as a part of programme implementation, the Directorate print various technical and scientific publications which are supplied through State Dev. Departments and various research institutions to farming community fully free of cost. These are also available on demand to general public and also available for download from DCCD website.	
3.4	Form of accessibility of information manual/ handbook [Section 4(1)(b)]	Information manual/handbook available in No Information manual is required to be maintained. However, Hand Book on Cashew and Cocoa is available in English in print format. (i) Electronic format Following educational literature are available in electronic format:- a) Video CD on Science of Cashew cultivation (Eng. & Mal.) b) Video CD on DCCD Schemes (Eng. & Hindi) c) Cashew Cultivation (Hindi) – pdf version d) Cocoa cultivation (Hindi) – pdf version e) Technique on Cocoa cultivation-pdf version f) Techniques on Cashew cultivation-pdf version (ii) Printed format provided at Annexure-IX and X (both electronic & printed)	Fully met
3.5	Whether information manual/ handbook	List of materials available (i) Free of cost	

	available free of cost or not [Section 4(1)(b)]	(ii) At a reasonable cost of the medium List of all technical and educational material (priced and non priced) is provided at Annexure-IX and X with all relevant details.	Fully met
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4. E-Governance

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
4.1	Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013]	(i) <u>English</u> a) Hand Book on Cashew b) Handbook on Cocoa (ii) <u>Bilingual (Eng.& Hindi)</u> a) Operational guidelines of MIDH b) Annual Action Plan (2019-20& 2020-21, 2022-23 and 2023-24) c) Annual Report of DCCD-2018-19&2019-20, 2021-2022,2022-23 and 2023-24 d) The Cashew and Cocoa Journal - 2024 e) Cashew booklet/leaflet f) Cocoa booklet/leaflet g) Technical Glossary(2021)	Fully met
		(iii) Vernacular/ Local Language(Malayalam, Kannada, Marathi) a)Booklet on cocoa b)Handbook on cashew	Fully met
4.2	When was the information Manual/Handbook	Last date of Annual updations Hand Books – 30.03.2023	Fully met

	last updated? [F No. 1/6/2011-IR dt 15.4.2013]	Annual Reports – 2022-23(07.02.2024) Cashew & Cocoa Journals – 31.12.2024 Cashew / Cocoa Booklets – 21.01.2020 Cashew (Malayalam) – 07.12.2017 Cocoa (Malayalam) – 05.03.2022	
4.3	Information available in electronic form [Section 4(1)(b)(xiv)]	(i) Details of information available in electronic form As given against Sl.No.4.1& 3.4	Fully met
		(ii) Name/ title of the document/record/ other information	Fully met
		(iii) Location where available In the office of DCCD	Fully met
4.4	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	(i) Name & location of the faculty Director (DCCD), Kochi, Kerala	Fully met
		(ii) Details of information made available All information	Fully met
		(iii) Working hours of the facility Any time during duty hours.	Fully met
		(iv) Contact person & contact details (Phone, fax email) Director (DCCD) PH 0484-2377151 FAX-0484-2377239 E mail : dccd@nic.in	Fully met
4.5	Such other information as may	(i) Grievance redressal mechanism The Directorate has designated an officer as Grievance Redressal	Fully met

	be prescribed under section 4(i) (b)(xvii)	Officer for looking into any grievances/complaint submitted by general public/ SC,ST, OBC, PWD staff etc. A complaint register is maintained to keep track of complaints received. The contact details of grievance redressal officer has been displayed prominently at the premises of the Directorate and also in the DCCD Website as a part of Citizen Charter. The Directorate has also registered in the Central Public Grievance and Monitoring System (CPGRAMS) (https://pgportal.gov.in) through which complaints and grievances are received and replied to online. Using this portal various reports can be generated and petitioner can view the status of their complaint/grievances online.	
	(ii)	Details of applications received under RTI and information provided – As given at Annexure-XI	Fully met
	(iii)	List of completed schemes/ projects/ Programmes Cashew and Cocoa Development schemes under NHM/MIDH 2005-06 to 2024-25(Annexure-XII)	Fully met
	(iv)	List of schemes/ projects/ programme underway :- Cashew & Cocoa Development Scheme – 2024-25	Fully met
	(v)	Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract As given at Annexure-XIII	Fully met
	(vi)	Annual Report Copy of Annual Report (2022-23) is available in the DCCD Website. Annual Report (2023-24) being prepared.	Fully met

		(vii) Frequently Asked Question (FAQs) FAQ relating to all scientific and technical aspects of Cashew and Cocoa has been made available in the DCCD website.	
		(viii) Any other information such as a) Citizen's Charter Citizen Charter is available and it has been displayed at the premises of Directorate. The same is also displayed in the DCCD Website.	Fully met
		b) Result Framework Document (RFD) Not applicable	
		c) Six monthly reports on the	
		d) Performance against the benchmarks set in the Citizen's Charter Not available.	
4.6	Receipt & Disposal of RTI applications & appeals [F.No1/6/2011-IR dt. 15.04.2013]	(i) Details of applications received and disposed 2016-17 - Received – 13 / disposed – 13 2017-18 - Received – 10 / disposed – 10 2018-19 - Received - 11 / disposed – 11 2019-20 - Received – 03 / disposed - 03 2020-21- Received – 03 / disposed - 03	Fully met

		2021-22- Received - 02/ disposed – 02 2022-23 - Received – 08/ disposed – 08 2023-24 –Received – 11/ disposed – 11 2024-25 - Received - 09/ disposed - 09	
		(ii) Details of appeals received and orders issued NIL	Fully met
4.7	Replies to questions asked in the parliament [Section 4(1)(d)(2)]	Details of questions asked and replies given As provided in <u>Annexure- XIV</u>	Fully met

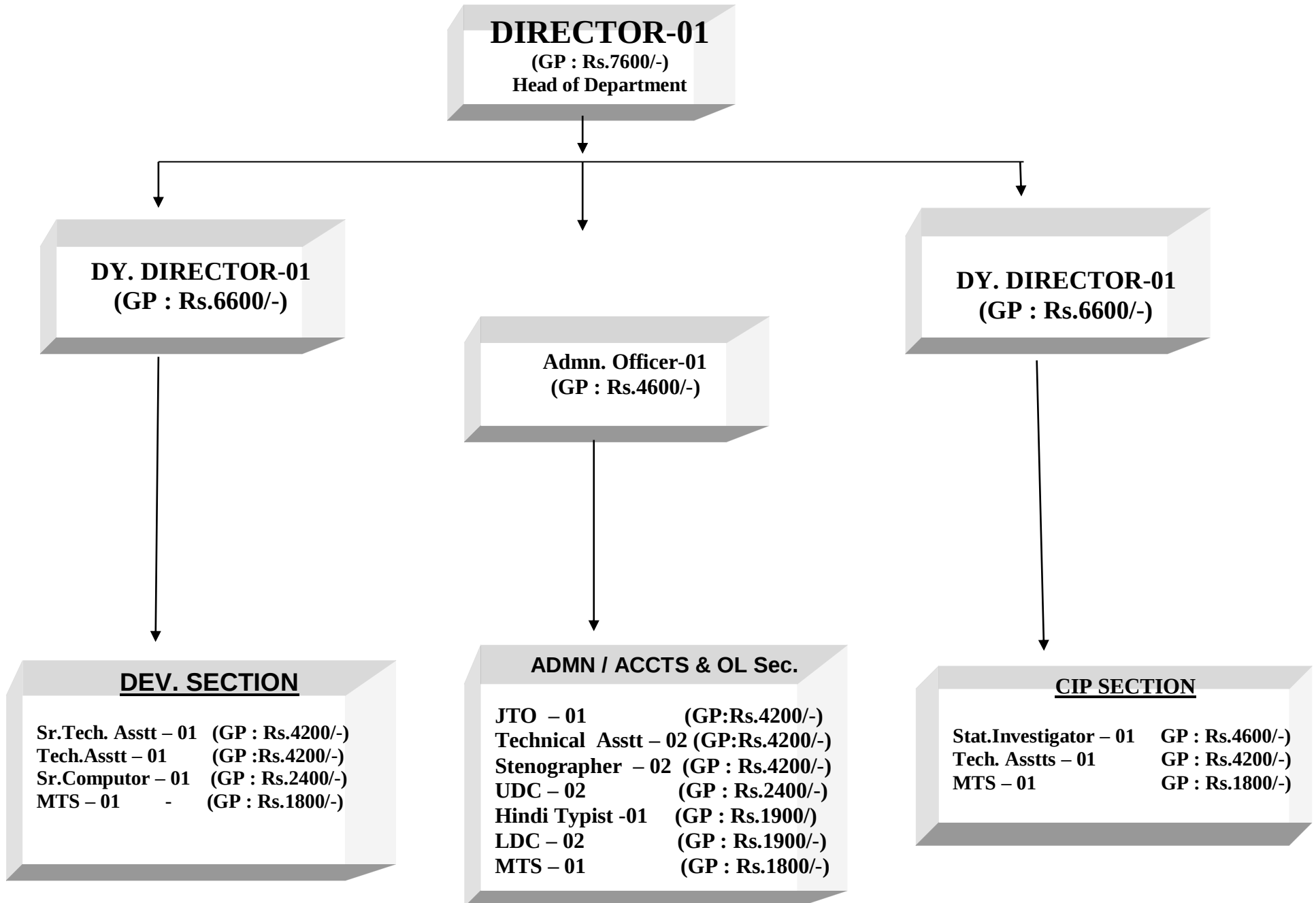
5. Information as may be prescribed

S. No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
5.1	Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013]	(a) Name & details of Current CPIOs & FAAs 1. Dr. Femina, Director, First Appellate Authority 2. Shri.P.A.Parameswaran, Administrative Officer & CPIO (b) Earlier CPIO & FAAs from 01.01.2015 1. Dr.Venkatesh N. Hubballi, Director, First Appellate Authority 2. Smt. SobhaMohanana, AO & CPIO	Fully met
		(i) Details of third party audit of voluntary disclosure (a) Dates of audit carried out 02.02.2016 (b) Report of the audit carried out Copy enclosed (Annexure- XV)	Fully met
		(ii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD	Fully met

		(a) Date of appointment -17.11.2017 (b) Name & Designation of the officer Shri.P.A.Parameswaran, Administrative Officer & CPIO Directorate of Cashewnut and Cocoa Development, Govt. of India, Ministry of Agriculture and Farmer's Welfare, 8th& 9th Floor, KeraBhavan, Cochin – 682011,Kerala.	
		(iii) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers NIL	Fully met
		(iv) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers NIL	Fully met

6. Information Disclosed on own Initiative

S.No.	Item	Details of disclosure	Remarks/ Reference Points (Fully met/partially met/ not met- Not applicable will be treated as fully met/partially met)
6.1	Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information	All information has been disclosed under Section.4 of RTI Act and placed in the public domain (DCCD website).	Fully met
6.2	Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India)	(i) Whether STQC certification obtained and its validity. The website of DCCD is fully audited by National Informatics Centre, New Delhi. (ii) Does the website show the certificate on the Website? Yes. The DCCD website has been developed fully complying with the provisions of GIGW guidelines. Necessary document is enclosed-Annexure- XVI	Fully met

ORGANSIATIONAL CHART OF DCCD

DETAILS OF SCHEME COMPONENT, COST NORMS AND PATTERN OF ASSISTANCE

2024-25

[illegible]

a.	Fresh planting	-	975	0.50 lakh/ ha	Objective: cashew plantation under state cashew corporations which were planted before 1970 have become senile with uneconomic productivity. So, the objective of the scheme is to increase the production and productivity of the senile plantations owned by the corporation in various states. 0.20 lakhs/ha (40% of the cost) for meeting cost of planting material and cost of INM/IPM in three instalments of 60:20:20 & 100%.	-	117.00
b.	2 nd year maintenance	-	850			-	34.00
c.	3 rd year maintenance	-	690			-	27.60
3.	Front line technology demonstration of cashew and cocoa						
a.	Establishment of demonstration plots with high density planting with drip Irrigation	-	50	1.50	Objective: To demonstrate the high-density planting technology of cashew with high yielding varieties in farmer's field/public farms with drip irrigation. Maximum 1.125 lakhs/ unit of 1 ha for meeting the cost of inputs (75% of the total cost)..		56.25
b.	Establishment of demonstration plots with high density in cashew	11	-		Objective: To demonstrate the high-density planting technology of cashew with high yielding varieties in farmer's field. Maximum 0.40 lakhs/ unit of 1 ha for meeting the cost of inputs.	4.13	-

c.	Establishment of demonstration plots with high yielding variety in normal density with drip Irrigation	-	50	1.00	Objective: To demonstrate the latest high yielding varieties in farmer's field/ public farms with drip irrigation. Maximum 0.75 lakhs/ unit of 1 ha for meeting the cost of inputs (75% of the total cost)..	-	37.50
d.	Varietal demonstration with normal density	59	-		Objective: To demonstrate the latest high yielding varieties in farmer's field/ public farms. Maximum 0.20 lakhs/ unit of 1 ha for meeting the cost of inputs.	11.61	-
4.	Nursery programmes						
a.	Establishment small cashew nurseries	1	3	15.00 lakhs for small nursery	Objective: Production and distribution of good quality planting material to meet the requirement of high yielding varieties for new planting and replanting of cashew/cocoa in the country. 50% of cost to private sector subject to a maximum of 7.50 lakhs for small nursery as a credit linked back ended subsidy.	7.50	22.50
b.	Upgradation/ modernization of nurseries (Nos)	-	3	Rs. 10.00 lakh/ Nursery	Objective: To upgrade the infrastructure facilities of existing cashew/cocoa nurseries for ensuring the quality and quantity of the planting materials, thereto increase the production and productivity of these crops in the country Modernization/upgradation: 100% to public	-	15.00

					sector and 50% of cost to private sector subject to a maximum of Rs. 5.00 lakh/nursery.		
c.	Accreditation of nurseries	7	40	Need basis	100 % assistance to meet the expenditure of JIT	0.88	7.00
5.	Publicity for crop promotion including NE states						
a.	National conference on cashew	-	1	5.00	Objective: To deliberate and evolve strategies to augment domestic production of cashew by adopting feasible and viable technologies by sharing technologies from other countries. 100% assistance subject to a maximum of Rs.5.00 lakh per event of 2 days	-	5.00
b.	National conference on cocoa	-	1	5.00	Objective: To deliberate and evolve strategies to augment domestic production of cashew by adopting feasible and viable technologies. 100% assistance subject to a maximum of Rs.5.00 lakh per event of 2 days	-	5.00
c.	District level seminar	-	41	0.75	Objective: To give intensive publicity measures for promotion of cashew and cocoa by dissemination of latest production technologies to the farming community and other target groups coming under the fold of cultivation, processing, marketing and export by organizing district level seminar in various states.	-	30.75

					100% assistance subject to a maximum of Rs.0.75 lakh per event of 1 day		
d.	Cashew/cocoa fair/day	-	-	0.50- 3.00 per event	Objective: to make aware the farmers/ public the importance, scope, latest technologies of cashew/cocoa cultivation and to make it profitable enterprise by organizing mela/field day in different States. 100% assistance subject to a maximum of Rs.0.50-3.00 lakh per event	3.02	3.00
e.	Exhibition/Advertisement/printing	-	-	Need based	Objective: Exhibitions, field days and any other training campaigns in the Cashew & Cocoa growing states on need basis with financial assistance from MIDH are proposed under the scheme. Besides this, financial assistance is also provided for development of booklets, pamphlets, folders etc. in various regional languages. 100% assistance	0.42	19.00
f.	Stakeholders meet on cashew and cocoa	-	1	Need basis	Objective: To evolve a developmental strategy in the form of an actionable plan for future and to bridge a gap between demand and supply in the cashew and cocoa sector. 100% assistance	-	2.00

6.	HRD in cashew and cocoa						
a.	National Level Training on cashew	-	1	-----	Objective: To create awareness and skill, both managerial and technical by giving training to officials involved in the cashew sector. Directly implemented by DCCD/ Project based activity	-	7.50
b.	National Level Training on cocoa	-	1		Objective: To create awareness and skill, both managerial and technical by giving training to officials involved in the cocoa sector. Directly implemented by DCCD/ Project based activity	-	4.00
c.	Cashew apple utilization training	1	20	0.20	Objective: To popularize the usage of cashew apple by giving training on preparation of cashew apple products to the unemployed women and youth in association with research institutions. 100% assistance for 1 day training per batch of 25 participants	0.14	4.00
d.	Cocoa processing & Chocolate making training	-	12	0.20	Objective: To popularize the cocoa primary processing and homemade chocolate preparation by giving training on preparation to the unemployed women and youth in association with research institutions. 100% assistance for 1 day training per batch of 25 participants	-	2.40
e.	Farmers training on cashew/cocoa production technologies	7	43	0.30	Objective: Provides appropriate seasonal training to the farmers in various aspects of	1.96	12.90

					cashew and cocoa farming consisting of production technology, varieties, high density planting, organic cultivation, INM/IPM etc. 100% assistance for one day training per batch of 50 participants		
f.	Exposure visit	-	5	2.50 -3.50 per batch	Objective: To expose tribal and other farmers from non-traditional cashew growing districts of the States to the traditional growing districts of other States for familiarizing production and management practices being followed in the other states. 100% assistance for 7 days visit per batch of 50 farmers	0.01	13.75
7.	Production forecast	2	10	0.45 per district	Objective: To analyze the production and productivity status 100% assistance	0.41	4.50
8.	Primary processing unit in cashew/cocoa	-	2	25.00 per unit	Objective: To establish small scale processing unit of cashew and cocoa. Credit linked back-ended subsidy @ 40% of the capital cost maximum of Rs.10.00 lakhs	-	20.00
9.	Mission Management	-		Need basis		5.99	59.83
	Total					61.88	1200.00

PROGRAMME FOR 2023-24

Sl No	Scheme component	Spill over 2022-23	Target (2023-24)	Cost norms (in lakhs)	Pattern of assistance	Spill over Rs. in lakhs (2022-23)	Total outlay Rs. in lakhs (2023-24)
1.	Establishment of new plantation of cashew & cocoa (ha) without integration with drip-						
a.	Cashew- Fresh planting	262	2700	0.50 lakh/ha	Objective: The development of new plantations with clones of high yielding varieties of cashew and hybrid seedlings of Cocoa in the farmer’s field has been envisaged under this programme. 0.20 lakhs/ha (40% of the cost) for meeting cost of planting material and cost of INM/IPM in three instalments in the ratio of 60:20:20.	31.44	324.00
b.	Cashew- 2 nd year maintenance	-	3202			-	128.08
c.	Cashew- 3 rd year maintenance	-	501			-	20.04
d.	Cocoa- Fresh planting	-	300			-	36.00
e.	Cocoa- 2 nd year maintenance	-	200			-	8.00
f.	Cocoa- 3 rd year maintenance	-	148			-	5.92
2.	Establishment of new plantation by replacing senile plantations and replanting with high yielding varieties (ha)						
a.	Fresh planting	-	850		Objective: cashew plantation under state cashew corporations which were planted before 1970 have become senile with uneconomic productivity. So, the objective of the scheme is to increase the production and productivity of the senile plantations owned by the corporation in various states.	-	102.00
b.	2 nd year maintenance	-	690			-	27.60
c.	3 rd year maintenance	-	1140			-	45.60

				0.50 lakh/ ha	0.20 lakhs/ha (40% of the cost) for meeting cost of planting material and cost of INM/IPM in three instalments of 60:20:20 & 100%.		
3.	Front line technology demonstration of cashew and cocoa						
a.	Establishment of demonstration plots with high density in cashew	41	49		Objective: To demonstrate the high-density planting technology of cashew with high yielding varieties in farmer's field. Maximum 0.40 lakhs/ unit of 1 ha for meeting the cost of inputs.	16.40	19.60
b.	Varietal demonstration with normal density		610		Objective: To demonstrate the latest high yielding varieties in farmer's field/ public farms. Maximum 0.30 lakhs/ unit of 1 ha for meeting the cost of inputs.	-	122.00
4.	Nursery programmes						
a.	Establishment of big cashew nurseries	1	--	Rs.50.00 lakhs for big nursery	Objective: Production and distribution of good quality planting material to meet the requirement of high yielding varieties for new planting and replanting of	20.00	--

					cashew/cocoa in the country. 40% of cost to private sector subject to a maximum of 20.00 lakhs for big nursery as a credit linked back ended subsidy.		
b.	Establishment small cashew nurseries	1	1	15.00 lakhs for small nursery	Objective: Production and distribution of good quality planting material to meet the requirement of high yielding varieties for new planting and replanting of cashew/cocoa in the country. 50% of cost to private sector subject to a maximum of 7.50 lakhs for small nursery as a credit linked back ended subsidy.	7.50	7.50
c.	Upgradation/ modernization of nurseries (Nos)	-	2	Rs. 10.00 lakh/ Nursery	Objective: To upgrade the infrastructure facilities of existing cashew/cocoa nurseries for ensuring the quality and quantity of the planting materials, thereto increase the production and productivity of these crops in the country Modernization/upgradation: 100% to public sector and 50% of cost to private sector subject to a maximum of Rs. 5.00 lakh/nursery.	-	10.00
d.	Accreditation of nurseries	1	40	Need basis	100 % assistance	0.03	7.00
5.	Publicity for crop promotion including NE states						
a.	National conference (Cashew/Cocoa)	-	1	5.00	Objective: To deliberate and evolve strategies to augment domestic production of cashew by adopting feasible and viable	-	5.00

					technologies. 100% assistance subject to a maximum of Rs.5.00 lakh per event of 2 days		
b.	District level seminar	-	23	0.75	Objective: To give intensive publicity measures for promotion of cashew and cocoa by dissemination of latest production technologies to the farming community and other target groups coming under the fold of cultivation, processing, marketing and export by organizing district level seminar in various states. 100% assistance subject to a maximum of Rs.0.75 lakh per event of 1 day	-	17.25
c.	Cashew/cocoa fair/field day	3	6	0.50- 3.00 per event	Objective: to make aware the farmers/ public the importance, scope, latest technologies of cashew/cocoa cultivation and to make it profitable enterprise by organizing mela/field day in different States. 100% assistance subject to a maximum of Rs.0.50-3.00 lakh per event	2.30	6.00
d.	Exhibition/Advertisement/printing	-	-	Need based	Objective: Exhibitions, field days and any other training campaigns in the Cashew & Cocoa growing states on need basis with financial assistance from MIDH are proposed under the scheme. Besides this, financial assistance is also provided for development of booklets, pamphlets,	0.91	18.81

					folders etc. in various regional languages. 100% assistance		
e.	Stakeholders meet on cashew and cocoa	-	2	Need basis	Objective: To evolve a developmental strategy in the form of an actionable plan for future and to bridge a gap between demand and supply in the cashew and cocoa sector. 100% assistance	-	4.00
6.	HRD in cashew and cocoa						
a.	National Level Training on cashew	-	----	-----	Objective: To create awareness and skill, both managerial and technical by giving training to officials involved in the cashew sector. Directly implemented by DCCD/ Project based activity	-	6.00
b.	Cashew apple utilization training	9	10	0.20	Objective: To popularize the usage of cashew apple by giving training on preparation of cashew apple products to the unemployed women and youth in association with research institutions. 100% assistance	1.75	2.00
c.	Farmers training on cashew/cocoa production technologies	15	60	0.30	Objective: Provides appropriate seasonal training to the farmers in various aspects of cashew and cocoa farming consisting of production technology, varieties, high density planting, organic cultivation,	4.30	18.00

					INM/IPM <i>etc.</i> 100% assistance		
d.	Exposure visit	2	4	2.50 -3.50 per batch	Objective: To expose tribal and other farmers from non-traditional cashew growing districts of the States to the traditional growing districts of other States for familiarizing production and management practices being followed in the other states. 100% assistance	3.95	11.00
7.	Production forecast				Objective: To analyse the production and productivity status 100% assistance	0.80	1.60
8.	Primary processing unit in cocoa	5	-	5.00 per unit	Objective: To improve the quality of cocoa beans by establishing primary processing unit. Credit linked back-ended subsidy @ 40% of the capital cost.	10.00	-
9.	Mission Management			Need basis		2.28	47.00
	Total					101.66	1000.00

SERVICE DELIVERY STANDARD**ANNEXURE-III**

Sl No.	Services	Service /Performance standard	Contact details of officer concerned	Weightage (%)	Process	Documents required	Fee, if any
1.	Grant of (Central share) subsidy for developing New Plantations of Cashew and Cocoa	30 Days	Deputy Director(D) PH-0484-2377151 dccd@nic.in	10	1) Receipt of application in prescribed form 2) Field inspection 3)Scrutiny of applications and examination of inspection reports 4) According admn. approval and preparation of Bills for drawing funds. 5) Payment of subsidy amount through E Transfer/Cheque/DD	1) Duly filled and signed Application in prescribed Form 2) Land possession documents 3) ID Proof 4) Bank Account details 5) Recommendation by respective implementing agency/units.	--
2.	Grant of financial assistance for replacing senile cashew plantations with High Yielding Varieties	1 st instalment within 30 days 2 nd and final instalment within 20 Days after spot inspection	Deputy Director(D) PH-0484-2377151 dccd@nic.in	08	1) Receipt of proposals 2) Field inspections 3) Scrutiny of proposals and examination of inspection reports 4) According admn. Approval and preparation of Bills for drawing funds 5) Payment of subsidy amount through E Transfer/Cheque/DD	1) Duly filled and signed proposals 2) Inspection Reports 3) Progress Report 4) Bank Account details	--

3	Grant of financial assistance for rejuvenation of cashew plantations	1 st instalment within 30 days 2 nd and final instalment within 20 Days after spot inspection	Deputy Director(D) PH-0484-2377151 dccd@nic.in		1) Receipt of proposals 2) Field inspections 3) Scrutiny of proposals and examination of inspection reports 4) According admn. Approval and preparation of Bills for drawing funds 5) Payment of subsidy amount through E Transfer/Cheque/DD	1) Duly filled and signed proposals 2) Inspection Reports 3) Progress Report 4) Bank Account details	
4.	Grant of (Central share) subsidy for developing High density plantations of Cashew	30 Days	Deputy Director(D) PH-0484-2377151 dccd@nic.in	10	1) Receipt of application in prescribed form 2) Field inspection 3)Scrutiny of applications and examination of inspection reports 4) According admn. approval and preparation of Bills for drawing funds. 5) Payment of subsidy amount through E Transfer/Cheque/DD	1) Duly filled and signed Application in prescribed Form 2) Land possession documents 3) ID Proof 4) Bank Account details 5) Recommendation by respective implementing agency/units.	

5.	Grant of financial assistance for establishing Model Nurseries of Cashew and Cocoa	10 Days	Deputy Director(D) PH-0484-2377151 dccd@nic.in	06	1) Receipt of application in prescribed form 2) Scrutiny of application and Site inspection 3) Examination of inspection report and MOU 4) According admn. approval and preparation of Bills for drawing funds 5) Payment of subsidy amount through E Transfer/Cheque/DD	1) Duly filled and signed Application in prescribed Form through nationalized Banks with project proposal containing :- i) Sketch of area ii) land possession certificate iii) Loan sanction letter from bank. 2) Inspection Reports 3) Duly executed MOU	--
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6.	Financial assistance for training farmers	10 Days	Deputy Director(R) PH-0484-2377151 dccd@nic.in	05	1) Receipt of project proposal 2) Examination of project proposal 3) According admn. approval and preparation of Bills for drawing funds 4) Payment of fund through E Transfer/Cheque/DD	1) Project proposal complete in all respect	--
7.	Financial claims of DCCD officials for grant of TA/ CEA/ FA / Medical	10 Days	Admn. Officer PH0484-2377251 aodccd-dac@gov.in	05	1) Receipt of applications in prescribed format 2) Examination of applications	1) Duly completed applications in all respect along with necessary enclosures.	--

					3) According admn. approval ,preparation of Bills and presentation to PAO for payment.		
8.	Settlement of pensionary benefits of retiring DCCD officials	20 Days from the Date of retirement	Admn. Officer PH0484-237725 aodccd-dac@gov.in	08	1)Receipt of applications in prescribed format 2) Examination of applications 3) According admn. approval, preparation of Bills and presentation to PAO for payment.	1) Duly completed applications in all respect along with necessary enclosures as per rules. 2) Necessary payment authority/sanction from PAO,DOAC, Cochin	--
9.	Updation of DCCD Website	02 Days from trigger of events	Admn. Officer PH-0484-2377251 aodccd-dac@gov.in	05	1) Creation and packing of necessary web content 2) Obtaining approval 3) Uploading to Website	--	--

* Days indicated are actual working days

No 03-01/2017-MIDH Tech I (P-44667)
 Government of India
 Ministry of Agriculture and Farmers Welfare
 Department of Agriculture, Cooperation & Farmers Welfare

06.09.17

ORDER

Krishna Bhawan, New Delhi
 dated 4 September

In supersession of this Department's Order No. 3-2/2008-Hort.IV dated 16.06.2016, the approval of Competent Authority is conveyed herewith for reconstitution of the National Steering Committee on Cashew under the Chairmanship of Secretary (Agriculture, Cooperation and Farmers Welfare) for taking holistic approach in cashew development involving coordination of various programmes of cashew inclusive of trade import export, etc.

2. The composition of the steering committee on cashew shall be as follows

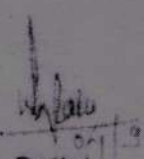
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|----|---|----------|
| 1 | Secretary, Department of Agriculture, Cooperation & Farmers Welfare, Krishna Bhawan, New Delhi. | Chairman |
| 2 | Additional Secretary (Hort.), Department of Agriculture, Cooperation & Farmers Welfare, Krishna Bhawan, New Delhi. | Member |
| 3 | Deputy Director General (Hort.), Indian Council of Agricultural Research, PUSA, New Delhi. | Member |
| 4 | Inspector General (Forest), Ministry of Environment, Forest & Climate Change, Paryavaran Bhawan, Jor Bagh, New Delhi or his representative | Member |
| 5 | Joint Secretary, Department of Food Processing Industry, Panchsheel Bhawan, Kheri Gaon Marg, New Delhi. | Member |
| 6 | Joint Secretary, Ministry of Commerce & Industry, Udyog Bhawan, New Delhi. | Member |
| 7 | Executive Director & Secretary, Cashew Export Promotion Council of India, Cashew Bhawan, Mundakkal, Kollam, Kerala | Member |
| 8 | Director, Directorate of Cashew Research, Puttur, Karnataka | Member |
| 9 | Secretary (Agriculture), Govt. of Goa, Secretariat, Panjim, Goa or his representative | Member |
| 10 | Agriculture Production Commissioner, Govt. of Kerala, Secretariat, Trivandrum, Kerala or his representative | Member |
| 11 | Principal Secretary (Agriculture & Horticulture), Govt. of Maharashtra or his representative. | Member |
| 12 | Principal Secretary (Agriculture & Horticulture), Govt. of Odisha, Bhubaneswar, Odisha or his representative | Member |
| 13 | Commissioner of Horticulture and Ex-Officio Secretary, Govt. of Andhra Pradesh, Commissionerate of Horticulture, TTPC Building, Chhattugunta, Andhra Pradesh, Guntur or his representative. | Member |
| 14 | Agriculture Production Commissioner / Principal Secretary (Horticulture), Govt. of Tamil Nadu, Chennai or his representative | Member |
| 15 | Secretary (Horticulture), Govt. of Karnataka, Bengaluru or his representative | Member |
| 16 | Secretary (Agriculture, Animal Husbandry & Cooperation), Govt. of Jharkhand, Nepal House, Ranchi or his representative | Member |

17. Secretary, Food Processing Industries & Horticulture, Govt. of West Bengal, Bengal Welfare Building, Kolkata or his representative
18. Principal Secretary (Agriculture), Govt. of Tripura or his representative
19. Shri Vikas Shamsundar Mhadgut, Maharashtra - Cashew Grower Member Representative
20. Shri Rajendra Sabat, OCMA, Odisha - Representative of Cashew Processor & Exporter Member
21. Horticulture Commissioner, Department of Agriculture, Cooperation & Farmers Welfare, Krishi Bhavan, New Delhi - Member Secretary

3. The terms of reference of the Steering Committee shall be as follows:
 - a. To coordinate the activities of promotion of cashew in the country
 - b. To identify research needs in the promotion of cashew cultivation, and
 - c. To coordinate and suggest measures for promotion of export of cashew

4. The National Steering Committee will meet at least twice a year.

5. Director, Directorate of Cashewnut and Cocoa Development, Kochi shall provide the Secretarial assistance to the Steering Committee. Logistic support for organizing the meetings and field visits, if any, will be provided through the Directorate of Cashewnut and Cocoa Development, Kochi. TA/DA claims of non-official members will be met by Directorate of Cashewnut and Cocoa Development, Kochi and TA/DA claims of official members will be met by their respective department/s.


 (Dr. N.K. Patle)
 Deputy Commissioner (Hort.)
 Tele: 23073956

Distribution.

All members of the Steering Committee

Annexure-TV-B

F. No. 21-09/2015-MIDH-Tech.I
Ministry of Agriculture
Department of Agriculture & Cooperation
Horticulture Division

Krishi Bhawan, New Delhi.
Dated: 20th May, 2015

To

The Director
Directorate of Cashewnut and Cocoa Development,
Ministry of Agriculture,
Department of Agriculture & Cooperation,
Kera Bhawan, Kochi-682011, Kerala.

Subject:-Reconstitution of National Steering Committee Meeting on Cocoa-reg.

Sir,

The undersigned is directed to refer to DCCD's letter No. C02/C01/15-16 dated 12.05.2015 on the subject mentioned above and to state that given below nominees submitted by DCCD may be included in National Steering Committee:-

1. Dr. S.B. Dhandin, co-ordinator, International Bioversity (FAO), College of Horticulture, UHS, GKVK, Bangalore.
2. Dr. R. Manimekalai, Sr. Scientist (Biotechnology), Sugarcane Breeding Institute, ICAR, Coimbatore-641007.

Yours faithfully,

(Dr. N.K. Patle)

Dy. Commissioner (Hort.)

Email: dhort-dac@gov.in

Fax: 011-23382543

C01

Cocoa

C02/C01/15-16

PLAN, PROGRAMME AND AGENCY WISE BUDGET – 2024-25**(SUMMARY)****A. Schemes & Programmes**

Sl. No	Activity	Spill over 2023-24		2024-25		
		Physical target	Financial Outlay (in lakhs)	Physical target	Financial Outlay (in lakhs)	% of outlay
1	Establishment of new plantation (ha)-					
a.	Cashew- Fresh planting	187	22.39	3000	360.00	30.00
b.	Cashew- 2 nd year maintenance	64	2.56	2800	112.00	9.33
c.	Cashew- 3 rd year maintenance	11	0.41	3138	125.52	10.46
d.	Cocoa- Fresh planting	2.5	0.25	600	72.00	6.00
e.	Cocoa- 2 nd year maintenance	1.5	0.06	300	12.00	1.00
f.	Cocoa- 3 rd year maintenance	3.5	0.14	200	8.00	0.67
2	Replacing senile plantations and replanting with high yielding varieties (ha)					
a.	Fresh planting	-	-	975	117.00	9.75
b.	2 nd year maintenance	-	-	850	34.00	2.83
c.	3 rd year maintenance	-	-	690	27.60	2.30
3	Technology dissemination through FLTD					
a.	Establishment of demonstration plots with high density planting with drip Irrigation	-	-	50	56.25	4.69
	Establishment of demonstration plots with high density planting	11	4.13			
a.	Establishment of demonstration plots with high yielding variety in normal density with drip Irrigation	-	-	50	37.50	3.13
	Varietal demonstration with normal density	59	11.61			
4	Nursery programmes(nos.)					
a.	Establishment small cashew nurseries	1	7.50	3	22.50	1.88
b.	Upgradation/ modernization of nurseries (Nos)	-	-	3	15.00	1.25
c.	Accreditation of nurseries	7	0.88	40	7.00	0.58
5	Publicity for crop promotion including NE states					
a.	National conference on cashew	-	-	1	5.00	0.42

b.	National conference on Cocoa	-	-	1	5.00	0.42
c.	District level seminar	-	-	41	30.75	2.56
d.	Cashew/cocoa fair/day		3.02		3.00	0.25
e.	Exhibition/Advertisement/printing		0.42		19.00	1.58
f.	Stakeholders meet on cashew and cocoa	-	-	1	2.00	0.17
6	<i>HRD in cashew and cocoa</i>					
a.	National Level Training on Cashew	-	-	1	7.50	0.63
b.	National Level Training on Cocoa	-	-	1	4.00	0.33
c.	Cashew apple utilization training	1	0.14	20	4.00	0.33
d.	Cocoa processing & Chocolate making training	-	-	12	2.40	0.20
e.	Farmers training on cashew/cocoa production technologies	7	1.96	43	12.90	1.08
f.	Exposure visit		0.01	5	13.75	1.15
7	<i>Production forecast</i>	2	0.41	-	4.50	0.38
8	<i>Primary processing units (Cashew/Cocoa)</i>	-	-	2	20.00	1.67
9	<i>Mission management</i>	-	5.99	-	59.83	4.99
	<i>Total (Cashew and Cocoa)</i>		61.88		1200.00	100.00

B. Non Scheme (Salary)

Rs.253.66 lakhs

Programme wise, agency wise Budget-2024-25

A – Schemes & Programmes

1) Name of Scheme Establishment of new plantation (ha) programme on cashew and cocoa

Sl. No	State	Cashew (2024-25)		Cocoa (2024-25)	
		Fresh planting (including spill over)		Fresh planting	
		Phy. Target (ha)	Fin. outlay (Rs in lakhs)	Phy. Target (ha)	Fin. outlay (Rs in lakhs)
1	Goa	500	60.00		
2	Gujarat	900	108.00		
3	Karnataka	180	21.60		
4	Kerala	270	32.40	300	36.00
5	Maharashtra	1037	124.44		
6	Jharkhand	200	24.00		
7	Madhya Pradesh	100	12.00		
8	Tamil Nadu	0	0.00	300	36.00
	Total	3187.00	382.44	600.00	72.00

Sl. No.	State	Cashew				Cocoa			
		2 nd year maintenance		3 rd year maintenance		2 nd year maintenance		3 rd year maintenance	
		Phy. Target (ha)	Fin. outlay (Rs in lakhs)	Phy. Target (ha)	Fin. outlay (Rs in lakhs)	Phy. Target (ha)	Fin. outlay (Rs in lakhs)	Phy. Target (ha)	Fin. outlay (Rs in lakhs)
1	Goa	279	11.16	367	14.68				
2	Gujarat	1675	67.00	1929	77.16				
3	Karnataka	361	14.44	529	21.16	75	3.00		
4	Kerala	370	14.80	313	12.52	225	9.00	200	8.00
5	Maharashtra	65	2.60						
6	Madhya Pradesh	50	2.00						
	Total	2800	112.00	3138	125.52	300	12.00	200	8.00

(2) Name of Scheme : **Establishment of new plantations by replacing of senile plantations and replanting with High Yielding Varieties.**

Sl. No.	Agency		Target-2024-25	
			Phy. (ha)	Fin. (Rs. Lakhs)
1.	OSCDC	FP	225	27.00
		M2	500	20.00
		M3	540	21.60
2.	TNFPC	FP	550	66.00
		M2	350	14.00
3.	KCDC	M2	150	6.00
4.	PCK	FP	200	24.00
	Total	FP	975	117.00
		M2	850	34.00
		M3	690	27.60

(3) Name of Scheme : **Technology dissemination through front line demonstration**

Sl. No.	State/Agency	Target	
		Phy	Fin. (Rs. Lakhs)
1	Establishment of demonstration plots with high density planting with drip Irrigation (Based on the receipt of proposal)	50	56.50
2.	Establishment of demonstration plots with high density planting (Based on the receipt of proposal)	11	4.13
3.	Establishment of demonstration plots with high yielding variety in normal density with drip Irrigation (Based on the receipt of proposal)	50	37.50
4.	Varietal demonstration with normal density (Based on the receipt of proposal)	59	11.61

(4) Name of Scheme: **Nursery programmes**

Sl.No.	Type of nursery	Physical Target	Financial outlay (Rs. In lakhs)
1.	Establishment of small Cashew&Cocoa nurseries	4	30.00
2.	Upgradation of nuresries	3	15.00
3.	Accreditation	47	7.88

(5): Publicity and HRD programmes

1.	Publicity programmes	Phy.tagt	Fin. Outlay (Rs.Lakhs)
a.	National conference (Cashew/Cocoa)	1	5.00
b.	District level seminar	23	17.25
c.	Cashew/cocoa fair/day	3	8.30
2.	<i>HRD in cashew and cocoa</i>		
c.	Cashew apple utilization training	19	3.75
d.	Farmers training on cashew/cocoa production technologies	90	22.30
f.	Exposure visit	6	14.95
g	Publicity /advt/printing/exhibition etc	NB	19.72
3.	<i>Production forecast</i>	6	2.40

NB: proposals need based by various agencies in respective states

(6) Name of Scheme : Primary processing unit of cashew and cocoa

Sl. No.	State/Agency	Target	
		Phy	Fin. (Rs. Lakhs)
1	Based on the receipt of proposal	2	20.00

B - Non Scheme –Object Head wise Budget (2024-25)

Sl. No.	Heads of Account	Allocation (Rs. In Lakhs)
1.	Salaries	105.00
2.	Allowances	97.00
3.	Medical treatment	3.00
4.	Leave Travel Concession	4.00
5.	Domestic Travel Expenses	13.50
6.	Training Expenses	0.20

7.	Office Expenses	17.55
8.	Printing & Publications	2.20
9.	Digital Equipment	0.60
10.	Advertising & Publicity	0.75
11.	Minor Works	0.00
12.	Swachhta Action Plan	0.50
13.	Professional Services	5.00
14.	Repair & Maintenance	2.00
15.	Rent for others	1.00
16.	Reward	1.11
17.	Other Revenue Expenditure	0.25
	Total	253.66

Details of tours undertaken by HOD during 2024-25

Places visited	The period of visit	The number of members in the Official delegation	Expenditure on the visit (Rs.)
Panjim, Goa	14.04.2024 to 17.04.2024	1	13380/-
Assam	27.04.2024 to 30.04.2024	1	4000/-
Goa	30.05.2024 to 01.06.2024	1	6750/-
Goa	11.06.2024 to 16.06.2024	1	19000/-
Pollachi	27.06.2024	1	1250/-
Idukki	05.06.2024	1	1250/-
Madhya Pradesh & Maharashtra	09.07.2024 to 11.07.2024	1	12291/-
New Delhi	21.07.2024 to 24.07.2024	1	23272/-
New Delhi	18.08.2024 to 20.08.2024	1	10421/-
Bangalore	08.08.2024 to 09.08.2024	1	3504/-
Trivandrum	29.08.2024 to 30.08. 2024	1	8118/-
New Delhi	26.09.2024 to 27.09.2024	1	7709/-
Vijayawada	14.10.2024 to 17.10.2024	1	13142/-
Madakkathara ,Trissur	23.10.2024	1	1250
Bhubaneswar	11.11.2024 to 15.11.2024	1	20839/-
Assam	09.12.2024 to 13.12.2024	1	6250/-
New Delhi	25.11.2024 to 29.11.2024	1	9770/-
New Delhi	04.12.2024 to 05.12.2024	1	3750/-
New Delhi	30.12.2024 to 02.12.2024	1	7625/-

Bangalore	17.01.2025 to18.01.2025	1	2750/-
Goa	27.01.2025 to 29.01.2025	1	11490/-
Kannur	03.02.2025 to 04.02.2025	1	4234/-
Gujarat	17.02.2025 to 22.02.2025	1	20982/-
		Total	Rs. 2,13,027/-

Information related to procurements and contracts (2024-25)**I. Procurements**

SL. No.	Notice/Tender/Bids/Enquiry	Goods/Service Procured	Name of Supplier/Vendor	Rate (in rupees)
1.	GeM – Direct purchase	Executive Table	NARAN CHIRAKKAL CORPORATE PRIVATE LIMITED	Rs. 17900
2.	GeM – Direct purchase	toilet cleaner	Anjani enterprises	Rs. 1170
3.	GeM – Direct purchase	LED Tube Light	SURYA HOME APPLIANCE	Rs. 6375
4.	GeM – Direct purchase	Harpic	AMTREX MARKETING	Rs. 750
5.	GeM – Direct purchase	Calculator	MOMAI TRADING	Rs. 1200
6.	GeM – Direct purchase	Printers	COMPUTER TOUCH	Rs. 15373
7.	GeM – Direct purchase	Keyboard	DUDI ENTERPRISES	Rs. 1212
8.	GeM – Direct purchase	TNPL Computer Paper	St.Francis De sales Press	Rs. 23850
9.	GeM – Direct purchase	Handwash	SKYLINE ENTERPRISES	Rs. 1540
10.	GeM – Direct purchase	Digital Signature Certificate	ANALYTIX CORPORATE SOLUTIONS	Rs.4000
11.	GeM – Direct purchase	Revolving Chair	NARAN CHIRAKKAL CORPORATE PRIVATE LIMITED	Rs.10800
12.	GeM – Direct purchase	floor cleaner	KRISHNA AGENCIES	Rs.1150
13.	GeM – Direct purchase	Air freshener Liquid	KRISHNA AGENCIES	Rs.2100
14.	GeM – Direct purchase	Antivirus (eScan)	MICROWORLD SOFTWARE SERVICES PRIVATE LIMITED	Rs.18000

15.	GeM – Direct purchase	Shelving Cabinets	The Appel Studio	Rs.15969
16.	GeM – Direct purchase	Blackout roller blind	DURGA TRADE ENTERPRISES	Rs.72163
17.	GeM – Direct purchase	Digital Signature Certificate	ANALYTIX CORPORATE SOLUTIONS PRIVATE LIMITED	Rs.6000
18.	GeM – Direct purchase	Phenolic Disinfectant fluid	WINNER TRADERS	Rs.1470
19.	GeM – Direct purchase	Toilet Cleaner Liquid	RAJ ENTERPRISES	Rs. 1920
20	GeM – Direct purchase	Digital Signature Certificate	ANALYTIX CORPORATE SOLUTIONS PRIVATE LIMITED	Rs. 2000
21	GeM Service orders	Manpower Outsourcing Services-MTS	SA INDIA (SAI)	Rs. 532971.90
22.	GeM Service orders	Printing of Envelope	SAI ART GRAPHICS	Rs.22000
23.	GeM Service orders	Note Sheet Printing	P P ENTERPRISES	Rs. 62300
24	GeM Service orders	AMC AC	TRANS ENGINEERING	Rs. 40810.96
25	GeM –Direct purchase	Printing of journal(July-Sept 23)	Prem printo graphics	Rs. 19221.00
26	GeM –Direct purchase	Printing of journal(October- Dece 2023)	Prem Pinto graphics	Rs. 19221.00
27.	GeM –Direct purchase	Printing of journal(Jan- March 2024)	Sai Art Graphics	Rs. 15250.00
28.	GeM –Direct purchase	Printing of journal(April- June 2024)	Space 4 Business solution	Rs. 33950.00
29.	GeM –Direct purchase	Printing of journal(July-Sept 24)	Star India Advertising	Rs. 22000.00

Annexure - VIII**Details of beneficiaries of subsidy programme (2024-25)**

Sl. No.	Name of Scheme /Programme	Name of State	Name of implementing Agency	No. of farmers	Direct Benefit Transfer	Remarks
1.	Cashew new planting- fresh planting	Kerala	Direct implementation in association with Irikkoor block Panchayath	137	55,260.00	
2.	Cashew new planting- fresh planting	Kerala	Direct implementation in association with Iritty block panchayath	316	132,230.00	
3.	Cashew new planting- fresh planting	Kerala	Direct implementation in association with Ulikkal Gram Panchayath	244	137,550.00	
4.	Cashew new planting- fresh and 2 nd year planting	Kerala	Direct implementation in association with Kelakam Gram Panchayath	113	291,600.00	
5.	Cashew new planting- fresh planting	Kerala	Direct implementation in association with West Eleri Gram Panchayath	68	98,050.00	
6.	Cashew new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Maloor Gram Panchayath	109	176,300.00	
7.	Cashew new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Kanichar Gram Panchayath	109	258,000.00	
8.	Cashew new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Chittariparamba Gram Panchayath	134	242,600.00	

9.	Cashew new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Eruvessi Gram Panchayath	105	230,500.00	
10.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Alakode Gram Panchayath	22	28,200.00	
11.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Balal Gram Panchayath	113	217,500.00	
12.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Chapparapadavu Gram Panchayath	16	37,600.00	
13.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Chengalayi Gram Panchayath	78	118,800.00	
14.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Kurumathur Gram Panchayath	24	33,600.00	
15.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Malappattam Gram Panchayath	19	33,200.00	
16.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Naduvil Gram Panchayath	230	392,920.00	
17.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Padiyoor Gram Panchayath	107	204,900.00	
18.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Payyavoor Gram Panchayath	29	50,400.00	
19.	Cashew new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Udayagiri Gram Panchayath	64	129,800.00	

20.	Cocoa new planting- Fresh planting	Kerala	Direct implementation in association with Vannapuram Gram Panchayath	239	290,400.00	
21.	Cocoa new planting- Fresh planting	Kerala	Direct implementation in association with Mariyapuram Gram Panchayath	203	273,900.00	
22.	Cocoa new planting- Fresh planting	Kerala	Direct implementation in association with Karimannoor Gram Panchayath	67	118,800.00	
23.	Cocoa new planting- Fresh planting	Kerala	Direct implementation in association with Peringottukurissi Gram Panchayath	37	110,000.00	
24.	Cocoa new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Vannapura Gram Panchayath	44	60,000.00	
25.	Cocoa new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Konnathady Gram Panchayath	117	196,000.00	
26.	Cocoa new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Vazhathoppe Gram Panchayath	144	199,200.00	
27.	Cocoa new planting- 2 nd year maintenance	Kerala	Direct implementation in association with Mondelez India Pvt Ltd	346	419,600.00	
28.	Cocoa new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Mondelez India Pvt Ltd	168	396000	
29.	Cocoa new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Kaniyampeta Gram Panchayath	48	96,800.00	
30.	Cocoa new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Kanjikuzhi Gram Panchayath	174	139,200.00	

31.	Cocoa new planting- 3 rd year maintenance	Kerala	Direct implementation in association with Koodaranji Gram Panchayath	43	100,000.00	
32.	Cashew new planting- fresh planting	Karnataka	AEEC, Huvinahadagalli	79	211,600.00	
33.	Cashew new planting- 2 nd year maintenance	Karnataka	AEEC, Huvinahadagalli	76	558,400.00	
34.	Cashew new planting- 2 nd year maintenance	Karnataka	KVK, Kalaburagi	40	191,280.00	
35.	Cashew new planting- 2 nd year maintenance	Karnataka	Dept. of Hort., Khanapura	43	158200	
36.	Cashew new planting- 2 nd year maintenance	Karnataka	ARS, Haveri	29	194500	
37.	Cashew new planting- 3 rd year maintenance	Karnataka	Dept. of Hort., Challakere	37	210000	
38.	Cashew new planting- 3 rd year maintenance	Karnataka	Dept. of Hort., Gadag	51	255,200.00	
39.	Cashew new planting- 3 rd year maintenance	Karnataka	KVK, Haveri	40	258400	
40.	Cashew new planting- 3 rd year maintenance	Karnataka	Dept. of Hort., Hiriyur	28	186000	
41.	Cashew new planting- 3 rd year maintenance	Karnataka	AEEC, Huvinahadagalli	73	500000	

42.	Cashew new planting- 3 rd year maintenance	Karnataka	KVK, Kalaburagi	42	176,900.00	
43.	Cashew new planting- 3 rd year maintenance	Karnataka	Dept. of Hort., Khanapura	131	396100	
44.	Cashew new planting- 3 rd year maintenance	Karnataka	Dept. of Hort., Uttarakannada	84	191,280.00	
45.	Front line demonstration	Karnataka	UAHS Shimoga	77	740,000.00	
46.	Cashew new planting- fresh planting	Goa	Sattari Taluka Farmers Service Co-Op Society Ltd	392	556,050.00	
47.	Cashew new planting- fresh planting	Goa	Goa Bagayatdar Kharedi Vikri Sauntha Maryadit	167	194,095.00	
48.	Cashew new planting- 2 nd year maintenance	Goa	Sattari Taluka Farmers Service Co-Op Society Ltd	458	980,410.00	
49.	Cashew new planting- 3 rd year maintenance	Goa	Goa Bagayatdar Kharedi Vikri Sauntha Maryadit	73	354,260.00	
50.	Cashew new planting- 3 rd year maintenance	Goa	Sattari Taluka Farmers Service Co-Op Society Ltd	363	1,110,000.00	
51.	Cashew new planting- fresh planting	Gujarat	Shree Saviyer Public Trust	814	663,600.00	
52.	Cashew new planting- 2 nd year maintenance	Gujarat	Shri Ram Education and Gramin Vikas Charitable Trust	366	961,600.00	

53.	Cashew new planting- 2 nd year maintenance	Gujarat	Shree Saviyer Public Trust	1575	22,06,368.00	
54.	Cashew new planting- 3 rd year maintenance	Gujarat	Shri Ram Education and Gramin Vikas Charitable Trust	848	2,148,200.00	
55.	Cocoa new planting- Fresh Planting	Tamil Nadu	Direct implementation in association with Mondelez India Pvt Ltd	354	1,581,250.00	
56.	Cashew new planting- fresh planting	Maharashtra	Diganta Swaraj Foundation	606	581,760.00	

List of all technical and educational material**I Priced**

Name of Magazines	Single copy	Annual Subscription
The Cashew & Cocoa journal (Quarterly Journal)		
(i) Inland	Rs. 65	Rs. 250
(ii) Foreign	USD 5	USD 19
Good Agriculture practices in Cashew (English)		
(i) Inland	Rs. 35 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 3	-
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(i) Inland	Rs. 35 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 3	-
Cashew Varietal Wealth of India		
(i) Inland	Rs. 125 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 8	-
Cashew: Production, Processing and Utilization of by - Products		
(i) Inland	Rs. 250 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 9	-
Cashew Development in India - Challenges and Opportunities		
(i) Inland	Rs. 100 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 7	-
Cocoa in India		
(i) Inland	Rs. 40 (Rs. 19 Postage will be extra)	-
(ii) Foreign	USD 3	-

For purchase of above books, we accept demand drafts drawn in favor of “The Director, Directorate of Cashewnut & Cocoa Development”, Kochi-11 **OR** in the form of E-payment through Non-tax receipt portal of Govt. of India(<https://bharatkosh.gov.in>)

II Non-Priced

- 1) Handbook on Cashew (Kasumavu Karshakarkoru Kaipustakam- Malayalam)
- 2) Techniques of Cashew Cultivation (English & Hindi)
- 3) Techniques of Cocoa Cultivation (English and Hindi)
- 4) Cocoa (Malayalam)
- 5) Propagation Techniques of Cashew (English and Hindi)
- 6) Use of quality cashew grafts to double farmers income- Leaflet (English and Hindi)
- 7) Video CD in Malayalam- Kanakam vilayikkan kasumavu
- 8) Education Video on Cashew-English

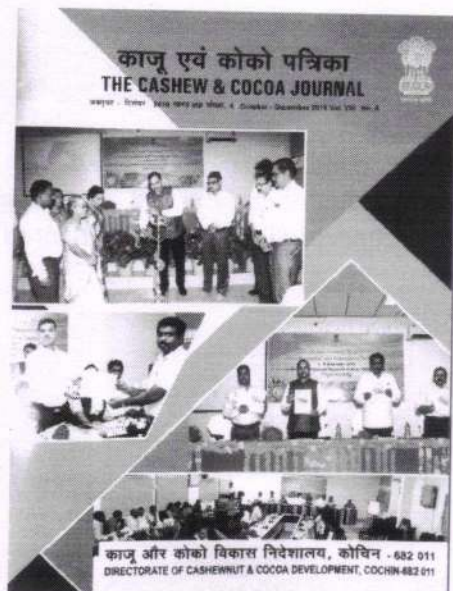
Priced Publications of DCCD

Annexure-X

Name of Publications

Price

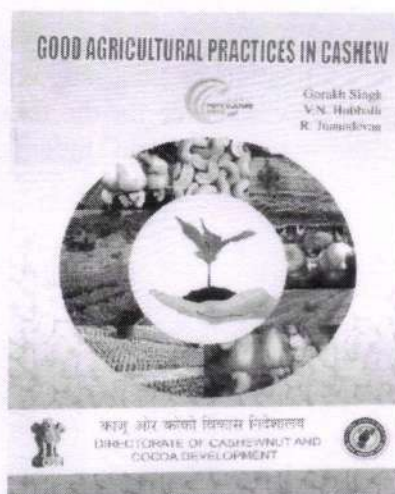
The Cashew & Cocoa Journal (Quarterly Journal)



Inland - Rs.250/- (Annual Subs.)
Rs.65/- (Single copy)
Foreign - USD 19 (Annual Subs.)
USD 5 (Single copy)

The Journal contains scientific articles in Cashew and Cocoa authored by experts from various departments . It also contains statistical information on cashew and cocoa, operational details of the crop and news and events of the Directorate in the respective quarters.

Good Agricultural Practices in Cashew

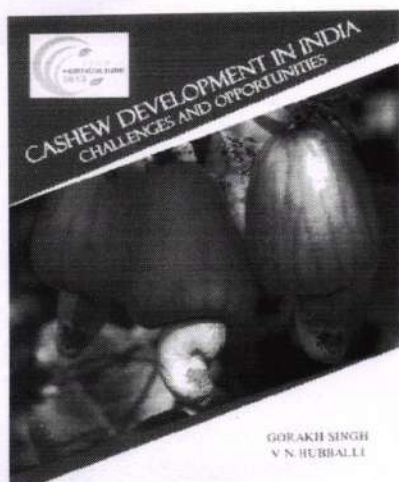


Inland - Rs.35/- (Rs.19 Postage will be extra)
Foreign - USD 3

Edited by:
Dr. Gorakh Singh,
Horticulture Commissioner
Venkatesh.N.Hubbali
Director, DCCD
R. Jnanadevan
Deputy Director(Marketing)

The publication explains Good Agricultural Practices for cashew viz. chose of High Yielding varieties, eco-friendly production technologies and is useful reference book to farmers, extension workers and planters. The copy is available in Hindi version also.

Cashew Development in India - Challenges and Opportunities

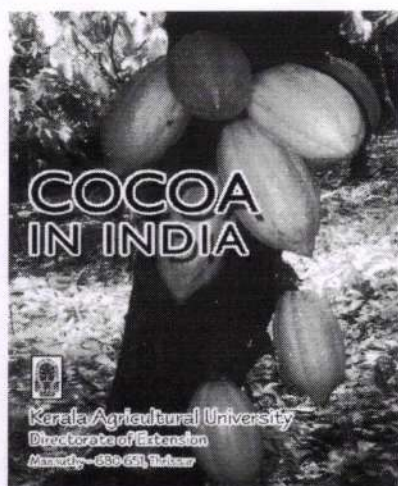


Inland - Rs.100/- (Rs.19 Postage will be extra)
Foreign - USD 7

Edited by:
Dr. Gorakh Singh,
Horticulture Commissioner
Venkatesh.N. Hubballi
Director,DCCD

The book contains all aspects of Cashew written by experts of cashew and a useful guide to all those concerned with development of Cashew.

Cocoa in India

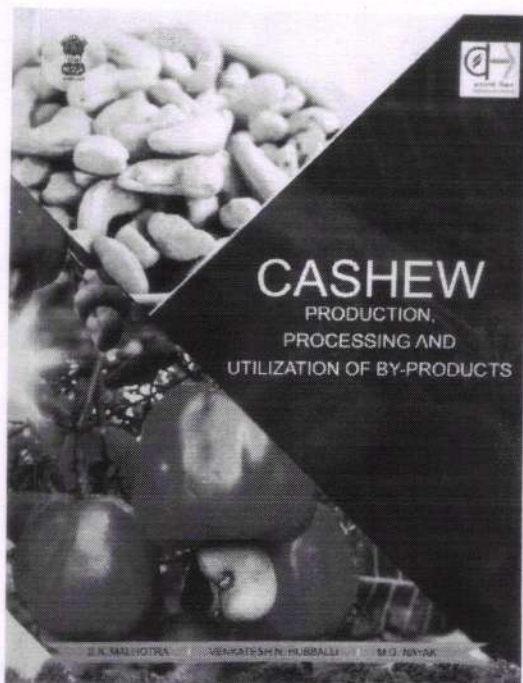


Inland - Rs.40/- (Rs.19 Postage will be extra)
Foreign - USD 3

The book published by DCCD, Kochi and authored by Scientists of Cocoa Research Station, KAU

The book contains a complete information on Cocoa and its cultivation practices. It will be an essential reference resource for the farmers, researchers, extension officers and students.

Cashew: Production, Processing and Utilisation of By-Products



Inland -Rs. 250/- (Rs. 19 postage will be extra)

Foreign – USD 7

Edited by:

Dr. S.K. Malhotra,
Horticulture Commissioner

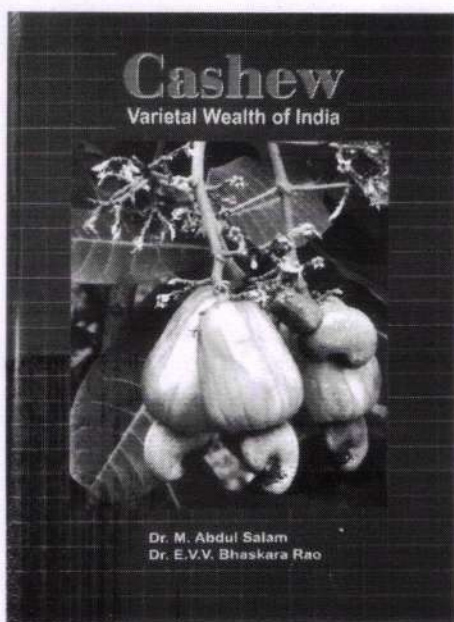
Dr. Venkatesh.N. Hubballi
Director, DCCD

Dr. M.G. Nayak

Principal Scientist, DCR

The book contains research efforts on vegetative propagation techniques, production and protection technologies etc. of cashew written by experts of cashew from various research stations. It is useful for all stakeholders involved in the production and processing of the commodity.

Cashew: Varietal Wealth of India



Inland -Rs. 125/- (Rs. 19 postage will be extra)

Foreign – USD 8

Edited by:

Dr. M. Abdul Salam

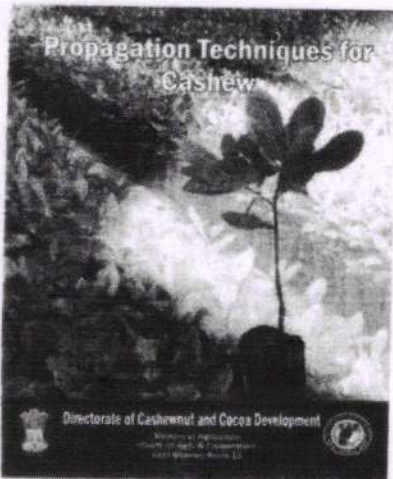
Head, Cashew Research Station, KAU

Dr. E.V.V. Bhaskara Rao

Project Coordinator (Cashew), NRCC

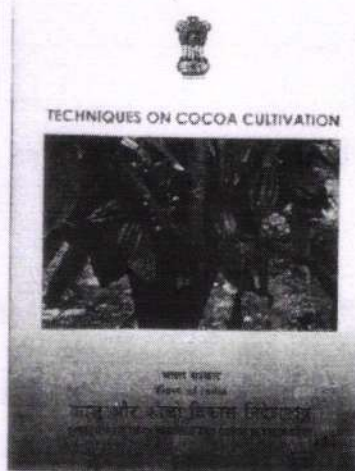
The book contains compilation of information on the varietal characteristics of cashew by experts of cashew from various research stations. It is a valuable reference for all stakeholders involved in cashew research and development in the country.

Free/Non Priced Publications of DCCD

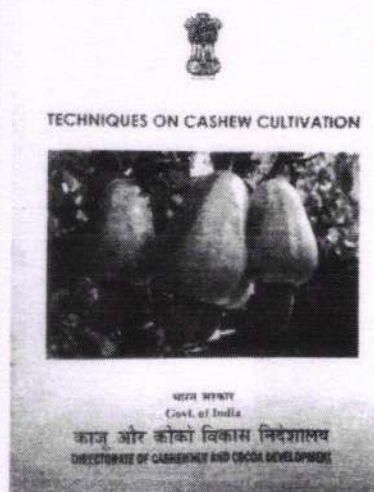
Name of publications	Content
 Propagation Techniques for Cashew Directorate of Cashewnut and Cocoa Development	The books explains vegetative propagation techniques for the production of quality planting material of cashew for the production and productivity of cashew.
 കൊക്കേറി കൃഷിയും സംസ്കരണവും കേരള കാർഷിക സർവ്വകലാശാല	This book is published in Malayalam version and it contains complete information on cocoa with scientific cultivation & processing and useful to farmers, extension workers, students and scientists.



This booklet on cashew contains production technologies for improved cultivation of cashew in Malayalam version.



This booklet on cocoa contains various technologies to be followed for improved cultivation of cashew



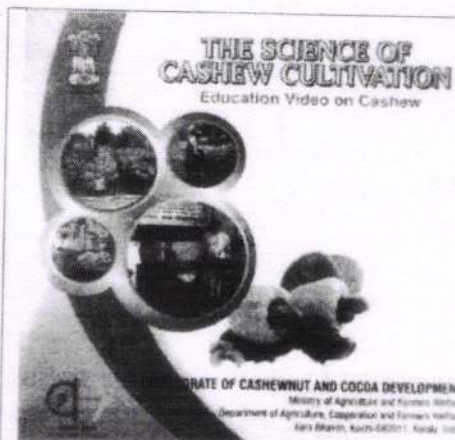
This booklet on Cashew contains various technologies to be followed for improved cultivation of cashew



This leaflet explains the advantages by using quality cashew grafts to double the income of farmers in Hindi version.



This leaflet explains the advantages by using quality cashew grafts to double the income of farmers .



This video CD contains scientific cultivation of cashew in English version



This video CD contains scientific cultivation of cashew in Malayalam version

Details of RTI applications received and information provided (01.04.2024 to 31.03.2025)

SL. No.	Name of applicant	Address	Brief of Information sought	Brief of Information provided/rejected	Fee collected (Rs.)
1	Ms. Bhagya K K,	Anjanam, Pullookkara, Thalassery, Kannur, Kerala-670672.	District wise/Block wise area, production and productivity of cashew in Kerala	Supplied contact details of DES, Kerala vide letter No. CS08/C01/24-25 dated 12.07.2024.	Rs. 10 (Payment Gateway)
2	Shri. Venkata Madhu M	1-1 Bank Colony , Prakash Nagar, Narasaraopet- 522601.	Promotional measures taken up for cultivation of cocoa in Guntur, Palnadu, Bapatla districts of Andhra Pradesh subsidy details provided	The Directorate not implemented any schemes in in Guntur, Palnadu, Bapatla districts of Andhra Pradesh and a reply supplied accordingly vide letter No. CS08/C01/24-25 dated 12.07.2024.	Rs. 10 (Payment Gateway)
3	Ms. Bhagya K K,	Anjanam, Pullookkara, Thalassery, Kannur, Kerala-670672.	Area & production of cashew for past 30 years	Information on data supplied vide letter No. No. CS08/C01/24-25 dated 2.07.2024.	Rs. 10 (Payment Gateway)
4	Smt Beena S	Coconut Development Board, Kera Bhawan, Kochi – 682011	A copy of the pay fixation order issued to Smt. Resmi RI, JTO, in Pay Band PB-2 (Rs. 9300–34800) with Grade Pay of Rs. 4600/-	Provided a copy of the pay fixation order vide letter no. ES-12/A04/2023-24, dated 17.12.2024.	Rs. 10 (Payment Gateway)

5.	Capt. (IN) Premkumar N	Ajanitha, PRA-171, Pattom Palace PO, Thiruvananthapuram Kerala-695004	Details of security agency appointed by DCCD and contract details	DCCD is not appointed anybody as security agency and do not have a valid contract with any of the security agencies	Rs. 10 Indian Postal Order No: 57F 954996
6.	Shri.Santosh Tembre	Village and PO Madhai, Tehsil Baihar, Balaghat District, Madhya Pradesh	Implementation cashew new planting programme in Balaghat district Madhya Pradesh	Information on data supplied vide letter No. No. CS03/D01/23-24 dated 17.02.2025.	Rs. 10 (Payment Gateway)
7.	Kondreddi Leela Kumar	3-22/2 Amberpeta, Bhimadole M, Eluru Dist, Pin: 534401 Andhra Pradesh	Details cashew and cocoa development programme	Information on data supplied vide letter No. No. CS03/D01/23-24 dated 08.08.2024.	Nil
8.	Shri.Sunny Nirwal	Amiri Pharmacy Street, Street No.10, Railpar Shamli, Uttar Pradesh,Pin 247776.	Details of ongoing schemes	Information on data supplied vide letter No. No. CS03/D01/23-24 dated 02.07.2024.	Rs. 0 (Payment Gateway)
9.	Smt. R. Annapuranni	Block-4, 6A, Rani Meyyammai Towers, MRC Nagar, Chennai-600028.	Details of support provided to start ups/innovative ventures/incubators	Information on data supplied vide letter No. No. CS03/D01/23-24 dated 07.05.2024.	Rs. 10 (Payment Gateway)

DETAILS OF COMPLETE PROJECTS/PROGRAMMES

S I No	Year	Name of the Programme	Financial outlay	Financial achievement
1	2005-06	Centrally sponsored development programmes for Cashew and Cocoa	277.325	139.984
2	2006-07	Centrally sponsored development programmes for Cashew and Cocoa	389.756	388.781
	2007-08	Centrally sponsored development programmes for Cashew and Cocoa	474.174	447.955
4	2008-09	Centrally sponsored development programmes for Cashew and Cocoa	779.086	732.519
5	2009-2010	Centrally sponsored development programmes for Cashew and Cocoa	811.802	687.402
6	2010-2011	Centrally sponsored development programmes for Cashew and Cocoa	844.525	2500.000
7	2011-2012	Centrally sponsored development programmes for Cashew and Cocoa	1925.955	1421.284
8	2012-2013	Centrally sponsored development programmes for Cashew and Cocoa	2000.00	1506.431
9	2013-2014	Centrally sponsored development programmes for Cashew and Cocoa	2473.55	1504.39
10	2014-2015	Centrally sponsored development programmes for Cashew and Cocoa	2400.00	1808.02
11	2015-2016	Centrally sponsored development programmes for Cashew and Cocoa	1989.13	1343.13
12	2016-2017	Centrally sponsored development programmes for Cashew and Cocoa	1397.45	1053.53
13	2017-2018	Centrally sponsored development programmes for Cashew and Cocoa	1200.00	882.24
14	2018-2019	Centrally sponsored development programmes for Cashew and Cocoa	418.48	373.63
15	2019-2020	Centrally sponsored development programmes for Cashew and Cocoa	487.39	402.80
16	2020-2021	Centrally sponsored development programmes for Cashew and Cocoa	318.39	294.41
17	2021-2022	Centrally sponsored development programmes for Cashew and Cocoa	503.95	405.75
18	2022-2023	Centrally sponsored development programmes for Cashew and Cocoa	1091.85	948.32
19	2023-2024	Centrally sponsored development programmes for Cashew and Cocoa	1101.66	1039.77
20	2024-25	Centrally sponsored development programmes for Cashew and Cocoa	1261.88	973.38

Annexure- XIII**DETAILS OF CONTRACTS (2024-25)**

SL.No.	Notice/Tender/Bids/ Enquiry	Goods/Service Procured	Name of Supplier/Vendor	Rate
1.	GEM Service contract-Direct Purchase	AMC of all in one PC	LINKSYS TECHNOLOGIES	Rs.9012
2.	GEM Service contract-Direct Purchase	AMC of scanner	LINKSYS TECHNOLOGIES	Rs. 12016
3.	GEM Service contract-Direct Purchase	AMC of Monochrome printer	LINKSYS TECHNOLOGIES	Rs. 4106
4.	GEM Service contract-Direct Purchase	AMC of Printer	LINKSYS TECHNOLOGIES	Rs.49267
5	GEM –Service contract-Bidding	AMC of MFM	SEM System	Rs. 25488
6.	GEM –Service contract-Bidding	AMC of UPS	HYKON INDIA LIMITED	Rs.40055
7	GEM Service contract-Direct Purchase	AMC of PC	LINKSYS TECHNOLOGIES	Rs.44722

Details of Parliament Questions -2024-25

Sl. No	Parliament Question No. (LS/RS) Starred/Unstarred	Raised by	Brief of questions	Brief of reply given
1.	Rajya Sabha Starred Question Dy.No. 1317 due for answer on 26.07.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Promotion of skill development among farmers	Provided details of the schemes being implemented by the Government to promote skill development among farmers in Agriculture and allied sector.
2.	Rajya Sabha Question Dy.No. U2373 due for answer on 02.08.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Training for farmers by Agricultural Universities and Institutions under Central Govt.	Provided details of training programmes under MIDH scheme indirectly, for the farmers of cashew and cocoa on various aspects of production and processing technologies of the crops.
3.	Rajya Sabha Starred Question Diary No. S 1247 due for answer on 09.08.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Publicity for crop promotion of Cashew through Technology Dissemination in the state of Andhra Pradesh and steps to promote research and development for innovation and technology in cashew sector.	Provided information on MIDH scheme for implementation of technology dissemination programmes of Cashew. Region specific Research information on cashew provided by ICAR-Directorate of Cashew Research and Cashew Research Station, Bapatla radish also sent.
4.	Rajya Sabha provisionally admitted Starred/ Unstarred Parliament Question Dy. No. S3466 due for answer on 9th	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Training to the Farmers in scientific farming	Farmers level training programmes for improved production technologies on cashew and cocoa under MIDH scheme provided

	August, 2024			alongwith details of training conducted in each state.
5.	Matter raised during Zero Hour in the Lok Sabha on 9 th August 2024	Copy of the matter raised by Shri. Kodikunnil Suresh, MP forwarded through Ministry of Commerce & Industry	Crisis in Cashew Industry in Kerala	The matter with respect to revival of cashew industries does not come under the purview of this Directorate. Hence nil comment provided.
6	Lok Sabha Assured Starred Question 121 for 2023-24	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Agriculture Fair/Exhibition” for 2023-24 in Bihar	Cashew and cocoa crops are not cultivated in Bihar and hence no exhibition/fairs organized or participated in Khagaria district of Bihar during 2023-24.
7	L.A. Interpellation- Starred Question*124 admitted on 11.10.2024	APC & Pr. Secretary to Govt. of Kerala	Measures taken to help farmers cultivating plantation crops including cocoa and notification of HYcocoa seedlings produced by farmers	Details of schemes under operation during 2024-25 are given. The contact of Cocoa Research Centre, KAU, Vellanikkara provided.
8.	Rajya Sabha Provisional Admitted Starred Question Diary No. 1098 due for answer on 27.11.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Support for Women Entrepreneurs	Specific programs to assist women's self-help groups and women beneficiaries on Cashew apple utilization provided.
9.	Rajya Sabha Provisional Admitted Starred Question Diary No. 3001 due for answer on 06.12.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Cocoa production in the country during the last 10 years, year-wise and State-wise and fluctuation in cocoa price	Data on cocoa and comments on price fluctuation of cocoa bean provided.
10.	Lok Sabha Unstarred Question Diary No. 1335, scheduled for answer on	Text of the question reproduced through Ministry of Agriculture	Crisis in Cashew Industry	The matter of revival plans or financial schemes for the cashew industry in Kerala, do not fall under

	03.12.2024,	and Farmers Welfare and Ministry of Commerce & Industry		the purview of the Directorate. Hence information sought from APED and Industry dept. of Kerala and reply provided accordingly.
11.	Lok Sabha Starred Question Dy. No. 3121 due for answer on 03.12.2024 on "Crisis in Cashew Industry	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare and Ministry of Commerce & Industry- by Shri. N.K.Premchandran, MP	Crisis in Cashew Industry	The matter of revival plans or financial schemes for the cashew industry in Kerala, do not fall under the purview of the Directorate. Hence information sought from APED and Industry dept. of Kerala and reply provided accordingly.
12.	Rajya Sabha Question Dy No. U2671 due for answer on 06.12.2024	Text forwarded by ICAR-Ari Extension division, Pusa	Training to farmers by agricultural universities/ institutions run by the Central Government	Details of farmer level training conducted under MIDH for the past 5 years in association with SAU's and Research Institutes provided.
13.	Lok Sabha Provisionally Question Dy No. 4846 due for answer on 10.12.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Organising Krishi Mela in Telengana, Ap, MHA, Assm, J&K and benefits derived	The details of various Agri-Horti Exhibitions/ Trade Fairs participated by DCCD for expanding cultivation and improving production and productivity of the crops for the past 10 years provided.
14.	Lok Sabha Admitted starred Question Dy No. 5248 due for answer on 09.12.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Challenges faced by women in entrepreneurship	Provided details of programmes implemented for women empowerment in cashew & cocoa.
15.	Lok Sabha provisionally admitted starred question Dy No. 6342, due for answer on 10.12.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Harnessing the by-products of raw cashew, varieties and export import details	Provided details of varieties, CNSL cashew apple utilization and export import data.
16.	Lok Sabha Starred question with Dy No. 10478	Text of the question reproduced through	Promotion of cashew and Jack fruit food processing	As DCCD have no such scheme under MIDH to promote cashew

	(admitted as Dy.No. 348) due for answer on 19.12.2024	Ministry of Agriculture and Farmers Welfare	infrastructure in Cuddalore district of Tamil nadu	food processing infrastructure in Cuddalore district, nil comments provided.
17.	Matter raised under Rule 377 in the Lok Sabha by Shri Putta Mahesh Kumar (Eluru) Hon'ble M.P.	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Need to address the problems being faced by cocoa growers in the country	Required note on cocoa promotion and processing provided.
18.	Lok Sabha Admitted starred Question Dy No. 538(Revised 1) due for answer on 04.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare and Ministry of Commerce & Industry	Export of fruits and vegetables	The matter not coming under DCCD mandate, hence nil reply sent.
19.	Lok Sabha Provisionally Admitted unstarred Q.No.667(Revised 4) due for answer on 04.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Training to farmers in Hazaribag, Ramgarh, Sidhi parliamentary constituency	The status of implementation of the MIDH schemes including training programme provided.
20	Rajya Sabha Provisionally Admitted unstarred Question No. U1217 due for answer on 07.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Measures being taken to support individuals returning to agriculture'	Details of MIDH schemes of cashew and cacao implemented by DCCD for small and marginal farmers provided.
21.	Lok Sabha Provisionally Admitted starred Q.No. 2710 due for answer on 10.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Women Entrepreneurship in Odisha	Provided information of training programme on cashew implementing through Odisha State Cashew Development Corporation Ltd.
22.	Lok Sabha unstarred question with Dy No. 3444 due for answer on 11.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Sustainable Agricultural Practices under Krishonnati Yojana	Details of cashew and cocoa development programmes under MIDH (KY) provided.
23.	Lok Sabha Starred Question Dy No. 5946- (Revised 1) due for answer on	Text of the question reproduced through Ministry of Agriculture	Crisis in Cashew industry- special program for MSME in kerala	Provided information regarding details sought from industry department of Kerala

	13.03.2025	and Farmers Welfare		
24.	Lok Sabha PQ Dy.No. 7711 due for answer on 18/03/2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Schemes to promote skill Development among Farmers	Details of training programme provided
25.	Lok Sabha starred Question Dy. No. 10722 for 25.03.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Review the Reason for Farmers Quitting their Profession	As Directorate have no such information , nil reply givev.
26.	Lok Sabha Starred Question Diary No. 10983 due for answer on 25.03.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Innovations and technologies for welfare of Agricultural Workforce	Information on scheme details of DCCD provided
27.	Rajya Sabha Provisionally Admitted Starred Question Diary No. 8050, due for answer on 04.04.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	New scheme through Cashew Export Promotion Council and availability of raw material for cashew processing plants	As no such policy schems envisaged information provided accordingly.
28.	Rajya Sabha Starred/Unstarred Question Diary No. S564 due for answer on 27.11.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Development of tribal areas'	Scheme-wise and state-wise details of the fund allocated for the implementation of cashew and cocoa development programmes in tribal areas provided
29.	Lok Sabha Provisionally admitted starred question Diary No.3160 due for answer on 03.12.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Revision of MIDH cost norms	Policy related matter and not under the purview of Directorate
30.	Rajya Sabha Provisionaly admitted starred/Unstarred question No.944 due for answer on 29.11.2024	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Subsidy related schemes entitled to an individual farmer	Allocation under subsidy related schemes provided
31.	Rajya Sabha provisionally	Text of the question	Budget allocated utilized	Details of funds allocated, utilized

	admitted starred/Unstarred question No.3430 due for answer on 06.12.2024	reproduced through Ministry of Agriculture and Farmers Welfare	and unutilized by the Ministry of Agriculture and Farmers Welfare	and unutilized for cashew and cocoa development programmes provided
32.	Lok Sabha provisionally admitted question Dy. No.927 due for answer on 04.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Implementation of Farmers welfare schemes	Details of cashew and cocoa development schemes provided.
33.	Rajya Sabha admitted starred question No.51 due for answer on 07.02.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Scheme for welfare of farmers	Details of cashew and cocoa development schemes provided
	Rajya Sabha provisionally Admitted Starred/Unstarred Question Dy. No. S6086 regarding due for answer on 21.03.2025.	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	“Need to provide subsidy to farmers to increase production of cashew in Konkan, Maharashtra	Problems identified in Konkan region and the details of cashew development schemes provided
	Lok Sabha admitted Unstarred Question No. 2828 due for answer on 18.03.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Cashew Productivity Enhancement Program	Details of cashew productivity enhancement programme in South Goa has been provided
	Parliament Question No. 7666 due for answer on 18.03.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Cashew Productivity Enhancement Program	Details of cashew productivity enhancement programme in South Goa has been provided
	Lok Sabha Unstarred PQ. No.4987 due for answer on 01.04.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	National Horticulture Mission	Details of quality planting materials and post harvest management has been provided.
34.	Rajya Sabha provisionally Admitted Starred/Unstarred Question Dy. No. S8041 due for answer on 04.04.2025	Text of the question reproduced through Ministry of Agriculture and Farmers Welfare	Need to provide subsidy to farmers to increase production of cashew in Konkan, Maharashtra	Problems identified in Konkan region and the details of cashew development schemes provided

Sunil Jacob Jose

Advocate & Notary Public (Govt. of India)

2/2/1

The Administrative Officer,
DCCD,
Ministry of Agriculture & Farmers Welfare,
Kera Bhavan,
Kochi-682 011.

Sir,

Please refer to your letter dated 18/1/16 forwarding
Section 4 disclosure in respect of the Directorate, for
third party audit.

I have gone through the same in detail and of my
opinion that the items included in the package is adequate
and that all reasonably available and necessary
information's have been proactively disclosed as mandated
by the Act.

The disclosure is in compliance with the provision
Sec.4 of the RTI Act 2005.

Yours Sincerely

SUNIL JACOB JOSE
Advocate



SNO: 45(R)

ANNEXURE - XVI

Final Web Application Security Report of Directorate of Cashewnut and Cocoa Development

For

Saurabh Maurya Corporation, Lucknow

Audited By:

DR CBS CYBER SECURITY SERVICES LLP, Jaipur

LLP Id No. AAK-4058

CERT-In Empanelled Information Security Auditing Organization (2020-2024)

Certified 2015 (No. IAS0508Q2286)

2013 (No. IS-205021080918)

Registered with No. UDYAM-RJ-17-0052608

Certificate of Recognition as #

No. : DIPP77174

Registered with Rajasthan No. : SE7054D

Registered with Government e-Marketplace GeM Seller Id : IZ8O210002192567

Member Data Security Council of India (: DSCI/AM/2018/03

Wednesday, 24th April 2024

Confidential
Directorate of Cashewnut and Cocoa Development
6/862-2024



DR CBS CYBER SECURITY SERVICES LLP

LLP Id No. 11K-1058
CERT-1 In Empanelment Information Security Auditing Organization (2020-2023)
Certified ISO 9001:2015 (No. IAS0508012286), ISO/IEC 27001:2013 (No. IS-205021000918)
Registered with MSME No.: UDYAM-RJ-17-0052608
Certificate of Recognition as "Startup India" No. 01/PP/77/14
Registered with ISARTI Rajasthan No. 151/0540
Registered with Government e-Marketplace GeM Seller Id: 1280210002192567
Member Data Security Council of India (DSCCI) DSC 1-551/2018/03

Thursday, 25th April, 2024

Vulnerability Closure cum Final Report

To,
Shri Saurabh Maurya
Saurabh Maurya Corporation
Lucknow, UP

Sub: Final Web Application Security Audit Report of Directorate of Cashewnut and
Cocoa Development.

Ref No.: Work order: Dated 11th April 2024 and the test link of website received dated 12th
April 2024.

Dear Sir,

With above reference, in continuation to the level-1 security audit report and
compliance received on 23rd April 2024. After compliance verification, the final audit report
dated 25th April 2024 of the Directorate of Cashewnut and Cocoa Development is attached
herewith. The final Web Application security audit report prepared by the Audit team of our
organization is authenticated and attached for your perusal & needful action at your end.

Enclosed: Final Website Application Security Report of Directorate of Cashewnut and
Cocoa Development Version-2.0

Verified By:
DRCBS-17-005

Audited By & Documented By:
DRCBS-23-022 DRCBS-23-026

Forwarded in original

Safe to host certificate is forwarded separately.

Thanks & Regards



Dr. CB SHARMA IPS (R)
Certified Lead Auditor ISMS (ISO/IEC 27001: 2013)
Founder & CEO

Dr. C. B. Sharma IPS (R)
Founder & CEO

113, Suraj Nagar East, Civil Lines Jaipur -302006
www.drcbscyber.com Email: contact@drcbscyber.com



DR CBS CYBER SECURITY SERVICES LLP

LLP Id No. AAK-4058

CERT-In Empanelled Information Security Auditing Organization (2020-2023)

Registered with MSME No.: UDYAM-RJ-17-0052608 &

Government e-Marketplace GeM Seller Id: IZ8O210002192567

Certificate of Recognition as #Startupindia No.: DIPP77174

Registered with iSTART Startup Rajasthan No.: 5F7054D

Member Data Security Council of India (DSCI): DSCI/AM/2018/03

Friday, 26th April 2024

Safe To Host Certificate

Certificate Number : 6/24-25/862
Organization Name : Directorate of Cashewnut and Cocoa Development
Address : Saurabh Maurya Corporation
Lucknow, UP
Application Name : Directorate of Cashewnut and Cocoa Development
Testing/ Staging URL : <https://dced.annex.co.in/>
Production URL : <https://www.dced.gov.in/>
Audit Period : 12th April 2024 to 25th April 2024
Compliance Verification Date : 25th April 2024
Hash Value : 73cf074f9c5ad1833605a3f47d2b718dbacefbdb41582c6
6303a28a17031fa70
Path : moa-dced-app-stg:/data/audit/audit.zip
Certificate Validity : 1 year (Valid till 24.04.2025)

The above web application has undergone through IT (Cyber) Security Audit by our organization through provided Test & Production URL as per guidelines, advisories, white papers and vulnerability notes issued by Indian Computer Emergency Response Team (CERT-In) and National Critical Information Infrastructure Protection Centre (NCIIPC). We also tested the web application against various Web Security Standards like Open Web Application Security Project (OWASP) Top 10 Web Risks, SANS Top 25 Software Errors, Common Weakness Enumeration (CWE), Common Vulnerabilities and Exposures (CVE), The Web Application Security Consortium (WASC) and Web Content Accessibility Guidelines (WCAG) etc.

Conclusion: On the basis of audit outcomes, it is certified that the above application is safe from any known vulnerabilities as on date.

The Certificate shall be deemed invalid if the underlying IT infrastructure of the web application gets modified after compliance audit.

Other Recommendations:

1. Web Server Security and the OS hardening need to be in place for the production server, it is also recommended to deploy and proper configure the SSL.
2. Web Application should comply with Guidelines for Indian Government Websites (GIGW).

Prepared By
DRCBS-23-022

Dr C B Sharma IPS (R)

Certified Lead Auditor ISMS ISO/IEC 27001:2013

Founder & CEO

Dr. C. B. Sharma IPS R.

Founder & CEO

Website: www.drcbscyber.com Email: contact@drcbscyber.com

113, Suraj Nagar East Civil Lines Jaipur-302006

Page 1 of 1



Final Application Security Audit Report

Report Release Date	24 th April 2024
Type of Audit	Website Security Audit
Type of Audit Report	Final Audit Report
Period	10 th April 2024 to 24 th April 2024

Application Security Group
Application Security Audits and Assessment
Division
National Informatics Centre
New Delhi

02/05/2024

Subject: Website Audit - Third Party (Ref ID: NIC/CSD/TA/11753)

Site Name: Directorate of Cashew Nut and Cocoa Development
Main Site URL: <https://dccd.gov.in>
Alias URL:
Temporary / Staging URL: <https://dccd.amnec.co.in>

The concerned department has got the above site security audited by CERT-In empanelled auditor DR CBS CYBER SECURITY SERVICES LLP on the Third Party/Local URL above.

The Site is allowed to be hosted as a third party audited site based on the auditor's certification attached.

The audited contents above shall be made available on the Main Site URL above by the site-owner/site-coordinator.

Recommendations:

1. Site may be hosted with privileges of Read(<https://dccd.gov.in>) and execute(<https://dccd.gov.in>) permissions
2. Site is to be deployed over TLSv1.2 for the hosted equivalent of the following URL <https://dccd.gov.in>
3. The production server should be security hardened across all the levels viz OS, Web Server, hosting framework as per Server Security Policy, GOI.

Note: The Public Access Application shall undergo the process of audit certification 'every year' Or 'whenever any dynamic changes is carried out Or a significant vulnerability is reported in platform/application/website/system, whichever is earlier.

N. Paul Varghese Mathai

V.T.V. Ramana, Scientist-G

STD(Anand Kumar Agarwal), Sastri Park, Data Centre

Copy to Directorate of Cashew Nut and Cocoa Development

Action to NIC, Centre of Excellence on Microservices