



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



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Office Order Policy Note on Goat Producer Group

Part I: Background, Rational, Objective, Target Area and Strategy.

Background:

The livestock sector has a significant potential for round the year employment generation particularly in rural areas. This provides subsidiary source of livelihood to the people living below the poverty line due to lack of sufficient agricultural land to sustain, particularly in the draught prone, hilly, tribal and other remote areas where crop production on its own may not be capable of engaging them fully. Being the 5th largest goat population state, Bihar contributes about 7.63% of India's total goat population. The state is also a habitat of 42.6% people below poverty line and hence there is a tremendous scope of goat farming to meet up the large gap between demand and supply of meat.

In context of Bihar, goat herd size is generally 1-3 goats per family depending on availability of surplus labour in the family. Village goat is mostly of Bengal breed. However, crosses with other breeds like Jamunapari, Barbari, Sirohi and Jakharana are also available. Male Bengal breed comes in puberty at the age of 9-10 months where as the age of 1st kidding is on an average 14-15 months. Lactation length of this breed of goat at farmer's field has been recorded as 80-120 days and kidding interval at 200 ± 32.08 days. This breed is highly prolific and twining percentage has been recorded as 45. Goats are raised on grazing. No vaccination of FMD or PPR is given at farmer's field.

Rational:

The state occupies a vast area under rainfed system with regular occurrence of either flood or draught or both. Hence there is a tremendous scope of goat farming that can meet up the large gap between demand and supply of meat in the state.

The advantages of goat rearing are:

- The initial investment needed for Goat farming is low.
- Due to small body size and docile nature, housing requirements and management problems with goats are less. Goats are prolific breeders and achieve sexual maturity at the age of 9-10 months gestation period in goats is short and at the age of 14-15 months it starts giving milk. Kidding Pattern in Black Bengal of twining and triplets is very common.
- Goats are ideal for mixed species grazing. The animal can thrive well on wide variety of thorny bushes, weeds, crop residues, agricultural by-products unsuitable for human consumption.
- Under proper management, goats can improve and maintain grazing land and reduce bush encroachment (biological control) without causing harm to the environment.

- The goat meat is more lean (low cholesterol) and relatively good for people who prefer low energy diet especially in summer and sometimes goat meat (chevon) is preferred over mutton because of its "chew ability".
- Goat milk is easy to digest than cow milk because of small fat globules and is naturally homogenised. Goat milk is said to play a role in improving appetite and digestive efficiency.
- Goats are 2.5 times more economical than sheep on free range grazing under semi arid conditions.

India has the world's lowest yield for goats, at 10 kilograms per animal. Endemic diseases (foot and mouth disease, goat plague (PPR) and goat pox) and a high incidence of endoparasites, coupled with poor access to preventive and curative health care, result in a high mortality rate (25-35 per cent). The low productivity of goats is also due to lack of awareness about superior quality breeds, inadequate feeding caused by complete dependence on free grazing, lack of preventive health care, and poor connectivity to markets. The adoption of good goat management practices along with value chain development can transform small goat keepers, including women, into micro entrepreneurs and pave the way for accelerated development of the weaker sections.

Objective:

1. To improve nutritional availability of rural household.
2. To improve the income of SHG member through Productivity Enhancement.
3. To provide essential backward and forward linkage support.
4. To encourage goat rearing farmers to go in for business oriented model through mobilizing them into Producer Group.

Target Area:

Goat Producer group may be formed in any of the blocks of Bihar with subject to availability of Producer Group fund in the project. As per Rajyadesh 6.S.S (6)42/2014-2817 dated 14.09.2016, In FY2016-17 the benefits of Integrated Goat and Sheep Development Scheme, Dept. Of Animal and Fish Resources, GoB of 3 breedable black Bengal goats will be leveraged for 6500 SC Households and 1800 ST Households in seven districts only as mentioned below:

District	HH (SC)	HH (ST)	Total HH	No. of PG to be Formed
Gaya	1200	0	1200	30
Nawada	1200	0	1200	30
Purnea	600	500	1100	28
Araria	1200	0	1200	30
Rohtas	1200	0	1200	30
W. Champaran	0	1300	1300	33
Nalanda	1100	0	1100	28
Total	6500	1800	8300	209

Later on as per the availability of fund from Dept. of Animal and Fish Resources, GoB scheme will implemented in other districts also.

Strategy:

Strategy is to mobilize the traditional goat rearer or interested household into producer group which provide forward as well backward linkages support. BRLPS will undertake convergence with the Dept. Of Animal and Fish Resource, Government of Bihar for the proposed project on "Goat intervention under integrated sheep and goat development programme" leveraging

significant benefits pertaining to initial investment to be made by the Producer group member.

Initially it is required to identify the eligible household by participatory method in the VO meeting. Then, identified eligible household (Not more than 40) will be mobilized to form Goat Producer Group. Goat intervention will be implemented in semi intensive system through Producer Group (PG). PG members will be trained on house management, feed management and health management through community carders. BPIU in coordination with SPMU will organise Block level Goat Haat for procurement of improved variety of Black Bengal Goats (3 She Goat/Member and 4 Bucks/PG). PG member will rear the goats and bucks for better production and breed improvement. The male kids reproduced by the goats will be used for selling purpose after maturity.

"Small Ruminant health and vaccination camp" will be organised at cluster level in which vaccination and other health services will be provided to goats and bucks after distribution at household level. Pashu Sakhi /Poultry Resource Persons will train community members by provide technical and capacity building support through producer group.

Point of Intervention:

Sl. No.	Intervention Point	Details
1	Goat PG Formation	Goat PG will be formed by mobilizing maximum 40 HH at Village Level.
2	Identification, Training and Strengthening of Pashu Sakhi	Pashu Sakhi will be trained to provide basic preventive care services like vaccination, deworming, etc.
3	Training of PG Member	Pashu Pathshala will be organised at PG level by trained Pashu Sakhi through picture based tools.
4	Organization of Goat Haat	Goat Haat will be organized for every Goat PG to have Buyer's sellers meet for procurement of Black Bengal Goats and bucks.
5	Induction of Black Bengal Goats and bucks.	3 She Goat/HH and 4 Bucks/PG will be provided through PG for reproduction.
6	Buck Entrepreneur	Progressive goat rearers in each of the intervention villages will be trained and provided with improved variety of buck by PG for breed improvement in the village on payment basis.
7	Establishment of Kid Nursery	Pashu Sakhi will be supported to avail loan from PG to purchase 10 best male kids to conserve best progeny in the village to enhance access and availability of good quality of goats. She will rear the kids for 8-10 months through good management practices and realise incremental weight gain of up-to 15 to 20 kg per goat.
8	Demonstration of Azolla and Moringa Farming	Azolla is easy to cultivate and can be used as an ideal feed for goats. PG members will be trained on Azolla Farming and demonstration of Azolla & Moringa farming will also be done.
9	Aggregation of inputs and market information	The demand of PG members for medicines, vaccines and other will be aggregated at cluster level and will be procured collectively
10	Goat house and feeder support	PG will support in low cost goat house and feeder.
11	Organization of Small Ruminant Health and Vaccination Camp	Organization of Small Ruminant Health and Vaccination Camp to prevent from diseases.
12	Market linkage	Aggregation of goat and market linkage with different buyers.

Part II: Implementation Details

Definition and objective:

Goat Producer Group is a group of interested or traditional goat farmer mobilized together for goat business activity. It will be functional at VO level and will have office bearers for management of producer group.

Block Level Goat Haat will be organised by the cluster level Management Committee at block level in which private supplier will participate with bulk she goats and bucks. Veterinary doctors will also participate for the certification and pricing of goats and bucks. The producer group will procure the certified goats and bucks and payment will be done as per the recommendation of veterinary doctor.

She Goat/Doe: A Female goat will be called as she goat or doe. 3 She goat will be provided to each member of the producer group.

Buck: An adult male goat is called buck. He will be used by the producer group for breed improvement through natural insemination. Every Producer group will procure 4 bucks for natural insemination of high breed she goats procured by Goat haat.

Small Ruminant Health and Vaccination Camp will be organised at cluster level to provide vaccination and other veterinary service to the goats and bucks after distribution from Haat.

Pashu Sakhi is the trained community cadre at Producer Group level for providing technical and capacity building support to the producer groups.

Intervention Process:

Orientation workshop District Project staff on goat producer group.

DPCU project staff will be oriented on overall project policy and different stages of intervention. Basic technical input related to Goat rearing will also be provided in the workshop by SPMU Team.

Orientation in Village Organization, meeting on the concept of Goat Producer Group.

Livelihood Specialist/Area Coordinator/CC or all together will discuss the following with the village organization and Community Cadres working under VO:

- a) Present goat rearing practice at village level.
- b) Introduction to new model in goat rearing proposed by Jeevika.
- c) Creation of broad vision for formation of goat PG
- d) A participatory identification of households by the VO would be done through PRP of those who are applicable for being the part of the goat PG.
- e) During identification of household priority must be given to widow, disabled, landless and poor marginalised household.
- f) Finalization of GB meeting date for Goat Producer Group formation.

The facilitator will also discuss to disseminate the above mentioned agenda in the immediate scheduled SHG meeting and preparation of Micro Planning.

Micro Planning and dissemination of Goat Intervention agenda discussed at VO in SHG Meeting:

Community Cadres would attend the concern SHG meeting and discuss the same agenda discussed in the VO meeting with all SHG members and take the related detail for Micro planning of the identified households for goat PG.



Information about the formation of PG will be shared with the members and the date for GB meeting will also be informed.

General Body meeting for formation of Goat Producer Group (PG).

After completion of Micro Planning at SHG level, data needs to be compiled for PG formation. Identified SHG member will only take part in the general body meeting. Objective and point of interventions will be shared in the general body meeting followed by under mentioned activities:

- a. Discussion about Goat PG: Why and What about PG?
- b. Concept seeding about the new model of goat rearing through PG.
- c. Selection of OB members and preparation of by-laws.
- d. Selection of Goat PG name and meeting date.
- e. Passing of resolution for account opening and assigning the task of account opening to OB member.
- f. Discussion on Selection of Pashu Sakhi for supporting Goat Producer Group.

1st Meeting of Goat PG:

The activities and agenda of 1st meeting will be as follows:

- a. Orientation on roles and responsibilities of OB (Office Bearers) members.
- b. Orientation on roles and responsibilities of Cadres.
- c. Follow up on account opening.
- d. A detail discussion on goat PG and proposed model of intervention would be done in the meeting. This will include:
 - Goat induction and unit size.
 - List of activities to be done by the PG. The responsibilities to be performed by the PG would be of:
 - ✓ Identifying the households where bucks could be reared.
 - ✓ Arranging for Haats for PG.
 - ✓ Identifying and arranging for the land turfs/grazing land for browsing of goats.
 - ✓ Also arranging for purchase of (pulse husks) to be fed to goats.
 - ✓ Sorting breeding goats and following up the breeding and kidding of goats.
 - ✓ Arranging for Forward linkage to the PG such as contacting vendors for selling of goats unit for local market on the basis of weight measurement of goats. (In the initial time period Project Staffs would be responsible for arranging of the Haat and Forward Linkages).
 - Cost benefits analysis of goat rearing on the Jeevika model.
 - List of activity to be done by the households on goat rearing.
- e. Discussion and finalisation of tentative date for training to be provided to the PG.
- f. Preparation of proposal with budget and submission of the same to BPIU.
- g. Discussion on beneficiary contribution and decision on submission of beneficiary contribution in 2nd meeting.

Identification and training of Pashu Sakhi:

To provide handhold support and extension services to the PG members will be selected by PG. DPCU/BPIU will arrange all necessary training to Pashu Sakhi within 1 Month after selection. Pashu Sakhi will rear 10 kids in "kids' nursery" as model of goat rearing for the PG. The nursery will serve as exposure for goat rearing practices to the farmers of PG.

Training of PG Members:

In order to enhance the technical skill of goat PG member, Pashu Pathshala will be organised at village level on monthly basis by Pashu Sakhi through Picture as well as video based tools.

Four training module on different aspects will be developed and concern community cadre will be trained on the same so that they will act as resource person for training of PG Members.

Module	Duration	Content
1 st Module	Before Goat Induction	Types of breed and its characteristics and basic management aspect.
2 nd Module	Within 21 days of Induction	Housing, Feeding and Health Management.
3 rd Module	Within 90 Days of Induction	Breeding and Kidding.
4 th Module	As per need	Market linkage.

Note: Looking at the need, number of training modules may increase.

2nd PG Meeting:

The meeting would focus on following discussion:

- Debriefing about the training done.
- Formation of Procurement committee consisting of 3-4 members.
- Induction process starting from selection, identification of suppliers Organization of Block level haat, insurance of goats, distribution of goat and bucks and rearing at HH level, etc.
- Follow-up about the status of fund to received at PG against the sent proposal.
- Finalization of Household for buck rearing.
- Collection of beneficiary contribution.
- Submission of undertaking by beneficiary that she will not sell the goats and the bucks provided by PG before 3 years.

शपथ पत्र

मैं.....पति का नामग्राम
जो.....SHG.....VO.....CLF
PG.....प्रखंड.....

जिला से संबद्ध हूँ तथा शपथ पत्र देती हूँ कि 17- 2016 वित्तीय वर्ष "अन्तर्गत समग्र "बकरी एवं भेड़ विकास योजना" के तहत अनुदान पर प्राप्त तीन बकरियों को मेरे द्वारा अगले तीन वर्षों तक पालकर व्यवसाय किया जायेगा।

लाभान्वित के हस्ताक्षर एवं पूरा पता।

- In the second meeting of PG it will be discussed that Pashu Sakhi has to mandatorily rear 10 male kids borne in the community for six month. PG will facilitate and support Pashu Sakhi in purchasing/ acquiring of such kids. If necessary PG will avail loan for Pashu Sakhi for the purpose.

Beneficiary Contribution:

A beneficiary has to contribute in the project in the following way:

Purpose	Amount
Insurance of Goats @ 5% of the total Goat price.	Rs.600 Approx
Low-Cost Goat House	Rs.1000
purchase of feeder	Rs.300
Total	Rs. 1900

Procurement of Goats:

Process of procurement of Goats involves every activity until the goats are brought at the respective house of households. This includes:

Finalisation of Supplier and Minimum Support price for beneficiaries:

- Procurement committee will do the Market survey for the procurement of goats and get minimum 3 quotations from different suppliers of Black Bengal Goats based on live body weight up to age of 8 to 10 months and Bucks should of 9 to 12 months along with PPR vaccination.
- DPCU Team will also facilitate the PG in identification of 5-6 local/other suppliers.
- Based on the 5-6 Quotations, Procurement Committee of PG will organize a Procurement meeting to finalize the supplier providing the goats on lowest rate.
- As per the Bihar Financial Rules, 2005 Sub Rule no: 131(D) **Purchase of goods by purchase committee: Purchase of goods costing above Rs. 15,000/- (Rupees Fifteen Thousand) only and upto Rs. 1,00,000/- (Rupees One lakh) only on each occasion may be made on the recommendations of a duly constituted Local Purchase Committee consisting of three members of an appropriate level as decided by the Head of the Department. The committee will survey the market to ascertain the reasonableness of rate, quality and specifications and identify the appropriate supplier.**

The amount in above mentioned Rule has been amended in memo: M-4-12/2015(Part)7331/F. dated 07.12.2016 in Rule 131D shall be substituted by the the Figures, brackets and words "Rs. 50,000/- (Rupees Fifty Thousand) only and upto " Rs. 5,00,000/- (Rupees Five Lakh) only on each occasion".

Before recommending placement of the purchase order, the PG will record a certificate as under:

"Certified that we _____, members of the purchase committee are jointly and individually satisfied that the goods recommended for purchase are of the requisite specification and quality, priced at the prevailing market rate and the supplier recommended is reliable and competent to supply the goods in question. "

- Based on the decision, PG will give letter to supplier mentioning the below points:
 1. Procurement of Goats and Bucks will be done in Haat.
 2. Venue and date of Haat must be finalized after mutual agreement.
 3. Supplier should provide Only Black Bengal Breed of Goats and bucks.
 4. PG should give the exact requirement of Goats and Bucks.
 5. Rate of Goat and bucks should be based on live body weight up to age of 8 to 10 months and Bucks should of 9 to 12 months along with PPR vaccination and supplier would give the certificate of PPR Vaccination by registered Veterinary Doctor.
 6. Supplier should also ensure the availability of fodder and water for Goats during the haat.
 7. In haat, veterinary doctor would give health certificate of the goats to be purchased.
- PG will also ensure a confirmation letter from supplier side along with Id Proof and A/C details with subject to agreement on above mentioned points before organization of haat.

Organisation of Goat Haat:

A Goat haat is a place where a community and suppliers could meet for the sale and purchase of goats and bucks.

- The lead for organization of the Haat would be taken by BPIU with the help of PG members by forming different committee and specific roles will be assigned for successful organization of haat.

- Before organization of Goat Haat, BPM will ensure to send letter to following:
 1. Concern TVO/BHAO for participation in the haat.
 2. Concern Manager of Insurance Company regarding insurance of goats in the haat.
 3. If No, Veterinarian is posted under DPCU then a letter must be given to adjacent DPCU where veterinarian is available requesting to provide service of veterinarian in the haat.

Note: Receiving copy of the letter must be kept in BPIU.

- following will participants in the Goat Haat:
 1. BPIU team
 2. Goat Supplier
 3. Members of PG,
 4. TVO/BAHO along with other veterinarian of Jeevika with Paravets.
 5. Representative of Insurance Company.
- Beneficiaries would select 3 goats as per their preference and veterinarian would give the Health certificate and Animal health card for the goats.
- Ear Tagging of every goats and bucks will also be done at the haat.
- Photography of each farmer/household along with the goats purchased would be taken in 3 copies. One copy will be submitted to insurance company, one will be kept at PG records and one will be submitted to DPCU for record and uploading it in MIS.
- In the same time insurance of Goats will also be done and beneficiary has to pay the insurance premium by herself. PG may collect the insurance premium in advance for smooth processing in the haat.
- A voucher of bill generated must be issued to household by PG at the haat with a copy for PG and another copy for supplier. The payment to the supplier would be done through RTGS on the agreed price within 7 days of the haat according to the bills generated at the Haat.

Insurance of Goats:

- If the goat dies after purchase this will be a loss to the Farmer but with insurance this could be covered. There will be a tie up with the private or Government agencies for covering the losses of goats for households.
- This will avoid the risk of loss of goats to the member, in case a member loses the goat immediately after purchase or else. She would immediately contact the veterinarian for the Post Mortem Report and prepare following documents with the support of Pashu Sakhi for the claim to insurance company.
 1. Post Mortem Report.
 2. Insurance Claim Format recommended by PG.
 3. Photograph of Goat.
 4. Ear Tagging.
 5. Other, If Required.

Beneficiary will submit the the above mentioned documents to the BPIU and BPIU will forward it to insurance company. After a beneficiary get the claim money, she must immediately purchase another Goat from the upcoming haat and this will be ensured by the PG.

Housing and Feeding:

Goats will be reared under semi intensive model. Goats will be reared in low cost house and house will be prepared as per the low cost model provided by JEEVIKA. A feeder will be provided to each farmer for feeding of goats. 50% of the house cost and feeder would be borne by project and the rest 50% will be as beneficiary contribution. The feeder could be constructed on individual basis or on collective basis. It will be the responsibility of PG for identifying the land turfs for goats to browsing and also the PG will procure husks and feed for goats available in the concern PG.



Kid Nursery:

Pashu Sakhi will be supported to avail interest free loan from PG to purchase 10 best kids to conserve best progeny in the village to enhance access and availability of good quality of goats and bucks. She will rear the kids of 3 months age for 8-10 months through good management practices and realise incremental weight gain of up-to 15 to 20 kg per goat. After selling of the goats Pashu Sakhi have to repay the principle amount to PG. Pashu Sakhi will also have to pay Rs.200/Goat to PG from the profit gained after selling of the Goats. This profit share will be corpus for PG which can be utilized for developing the infrastructure and fodder cultivation for Kid Nursery.

Health Coverage:

- a. Pashu Sakhi will be trained to provide basic preventive care like vaccination, deworming, etc.
- b. At the Haat only the health card would be distributed to the Goat rears after the vaccination of PPR depending on which further vaccinations would be provided to the goats in the subsequent Small Ruminants' Health and Vaccination Camp.
- c. Small Ruminants Health and Vaccination Camp would be organise at a place twice in a year where orientation and awareness on house management, feed management and health management of goat rearing. De-Wormer, Mineral Mixture, necessary Vaccination and treatment of sick goats would be done in these camps. The cost of vaccination would be covered by the beneficiary contribution.

Market Linkage:

To avail the household's access to market following things would be done:

- a. Promotion of local sale of the goats as per the rate at prevailing market price on live body weight through PG
- b. Access to organised market through an agency or organisation.

MIS:

Mobile based application will be developed for capturing the data which will be integrated in the MIS prepared by Rolta. After procurement of Goats the photograph of beneficiary along with Goats will uploaded in the MIS through mobile based application. Community Cadres will collect the PG data on monthly which will also be uploaded in the MIS through Mobile based application.

Convergence and Partnership:

Project will require support on various components for successful implementation such as:

- a. Goat Shelter: MGNREGA, Department of Rural Development, Govt. of Bihar.
- b. Veterinary Services support: Department of Animal Husbandry and Fish Resource, Govt. of Bihar
- c. Capacity Building and Technical support: CIRG, Directorate of Horticulture (GoB) and Any Private Agency.
- d. Disease Diagnosis and Disease Mapping Support: Bihar Veterinary College, Patna.

For the smooth implementation of Goat Intervention successful convergence between the Department of Animal and Fish Resources and JEEViKA will be important. At various levels from both sides possible convergence points to be acted upon:

1. Quarterly meeting at state level between CEO, BRLPS and Secretary, Dept. of Animal and Fish Resources, GoB for review the progress.
2. Monthly meeting at District Level between DPM, BRLPS and DAHO for convergence and essential support required for the implementation.
3. TVO/BAHO will provide regular technical support for the implementation of Goat Intervention.



Part-III Budget:

Goat Producer Group will prepare the proposal (attached in Annexure I) along with budget and By-laws (Annexure II) and submit it to DPCU with recommendation of BPM. After appraising the proposal, DPCU will disburse the fund to Producer Group. As Dept. Of Animal and Fish Resources, GoB will provide the fund for Goat Induction for 8300 SC/ST Beneficiary in Gaya, Purnea, Araria, W. Champaran, Nawada and Rohtas only so Goat PG of other districts will exclude the goat induction head while preparation of budget with prior consent of SPMU. DPCU will disburse the fund for goat induction to PG. PG will pay the total amount of goat procured to supplier in behalf of beneficiaries within 7 days.

Funding Arrangements for Goat Producer Group							
Unit Size - 40 Members @ 3 She Goat/ PG Member and 4 Buck/PG							
Sl. No.	Particulars	Physical Units	Unit Cost (Rs.)	Total Cost (Rs.)	Fund required by Project	Beneficiary Contribution	Source
1	Purchase of She Goat	3 Goat X 40 Members = 120 She Goat	Rs. 4000/ Goat	4,80,000	4,80,000	Nil	GoB
2	Purchase of Buck	4 Buck (Weight should be at least 20-25 Kg)	Rs. 8000/Buck	32,000	32,000	Nil	BRLPS (CIF)
3	Purchase of Kid	10 Kids	Rs.1500/Kid	15,000	15,000	Nil	BRLPS (CIF)
4	Insurance of Goats	124	At the rate of 5%	25,600	1,600	24,000	BRLPS (CIF)+Community
5	Buck Feed Cost	4 Buck for 1 Years	Rs.600/Month	28,800	28,800	Nil	BRLPS (CIF)
6	Vet Services for Goats/Bucks/Kids	134	Lump sum	5,000	5,000	Nil	BRLPS (CIF)
7	De-worming and Vaccination of Goats/Bucks/Kids	134	Lump sum	15,000	15,000	Nil	BRLPS (CIF)
8	Pathological Test for Buck	4 Buck	Rs. 800	3,200	3,200	Nil	BRLPS (CIF)
9	Feeder for Bucks and Kids	14 Buck	Rs. 600	8,400	8,400	Nil	BRLPS (CIF)
10	Feeder for Goats	3 feeder of 1 ft diameter	600	24,000	12,000	12,000	BRLPS (CIF)+Community
11	Goat Housing	15 Sq. Ft. for 3 Goat	2000	80,000	40,000	40,000	BRLPS (CIF)+Community
12	Azolla & Moringa Kit for Demonstration	2	1000	2,000	2,000	Nil	BRLPS (CIF)
13	Medical Kit	1	6000	6,000	6,000	Nil	BRLPS (CIF)
14	Establishment Cost						
14.1	Furniture and Equipments	1	5000	5,000	5,000	Nil	BRLPS (CIF)

14.2	Almirah	1	5000	5,000	5,000	Nil	BRLPS (CIF)
14.3	Cash Book/Supporting Books	1	2000	2,000	2,000	Nil	BRLPS (CIF)
14.4	Black board	1	2000	2,000	2,000	Nil	BRLPS (CIF)
14.5	Carpet	2	3000	6,000	6,000	Nil	BRLPS (CIF)
14.6	Digital weighing machine	1	1500	1,500	1,500	Nil	BRLPS (CIF)
15	Recurring Cost						
15.1	Office Rent	12	1000	12,000	12,000	Nil	BRLPS (CIF)
15.2	PG Meeting Expenses	24	300	7,200	7,200	Nil	BRLPS (CIF)
15.3	Annual General Meeting	1	3000	3,000	3,000	Nil	BRLPS (CIF)
15.4	Administrative Expenses	1	6000	6,000	6,000	Nil	BRLPS (CIF)
15.5	Stationary Expenses	1	4000	4,000	4,000	Nil	BRLPS (CIF)
15.6	Pashu Sakhi Payment	24	2500	60,000	60,000	Nil	BRLPS (CID)
14	Training	5 Module to each HH	Rs.800/Module for 40 Members	4,000	4,000	Nil	BRLPS (CID)
15	Exposer	NA	Lump sum	6,000	6,000	Nil	BRLPS (CID)
16	Miscellaneous	NA	Lump sum	20,000	20,000	Nil	BRLPS (CID)
Total				8,68,700	7,92,700	76,000	

Budget for Goat Haat				
Sl. No.	Particulars	Physical Units	Unit Cost (Rs.)	Total Cost (Rs.)
1	Shade (Tent, Table, Chair, etc)	1 Shade of 1000 Sq. Ft.	Lump Sum	4,000
2	Water arrangement	Water Arrangement for Goats	Lump Sum	1,000
3	Medicine	Basic Medicines	Lump Sum	5,000
4	Printing of Animal Health Card and Stationery	50 Animal Health Card and basic stationeries	Lump Sum	3,000
5	Consultancy Fee for Veterinary doctor	1 Doctor	Rs. 1000/Day	1,000
6	Para Vet fee	2 Para vet	Rs. 400/Day	800
7	Refreshment	Snacks and Lunch for 10 Person	200	2,000
8	Miscellaneous Expense		Lump Sum	5,000
Total Cost				21,800

Project Outlay	
GoB	4,80,000
CIF BRLPS	2,22,700
CID BRLPS	90,000
Beneficiary Contribution	76,000
Total	8,68,700

Enclosures: As Above


(Balamurugan D.)

Chief Executive Officer
-cum-
State Mission Director

For Distribution

1. Director/OSD/AO/CFO/PC/PS
2. All SPMs and PMs
3. All DPMS/In Charge, All Thematic Managers/In charge, All YPs.
4. All BPMs
5. IT Section.

Annexure I

बकरी निर्माता समूह के लिए प्रस्ताव का प्रारूप

1. उत्पादक समूह का नाम:
2. शामिल आर्थिक गतिविधि का नाम:
3. गठन की तिथि:
4. उत्पादक समूह के प्रमुख उद्देश्यों
 - I.
 - II.
 - III.
5. जुड़े सदस्यों की कुल संख्या:
6. बैंक खाते का विवरण:

बैंक का नाम	खाता संख्या	खाता खोलने की तारीख	नाम व अधिकृत व्यक्तियों के खाते को संचालित करने के पदनाम

7. आगे की जानकारी यदि कोई हो:

मुहर तथा उत्पादक समूह पदाधिकारी सदस्य के हस्ताक्षर



Annexure II

उपविधि - जीविका बकरी उत्पादक समूह

1. **नाम** : - यह बकरी उत्पादक समूह जीविका बकरी उत्पादक समूह के नाम से जाना जायेगा | जिसका अंग्रेजी अनुवाद JEEVIKA Goat Producer Groupहोगा |
2. **पता** : - जीविका बकरी उत्पादक समूह का कार्यालय , ग्राम पोस्ट थाना प्रखंड अनुमंडल जिला में अवस्थित रहेगा |
3. **उद्देश्य** : - जीविका बकरी उत्पादक समूह ग्राम /पंचायत स्तर पर गतिविधि विशेष में संलग्न प्राथमिक उत्पादको का समूह होगा जो सदस्यों को उत्पादकता एवं गुणवत्ता एवं बिष्णन में समृद्धि लाने कि दिशा में कार्य करेगा | सदस्यों के सामूहिक निर्णय से बकरी उत्पादक समूह सरकारी विभागों तथा अन्य संस्थाओं से उत्पादको को जोड़ते हुए उत्पादक समूह सदस्यों के आर्थिक विकास, तकनीकी प्रशिक्षण एवं कार्यों के आयोजन में सहायता प्रदान करेगा |
4. **कार्य एवं सेवाएँ** : - बकरी उत्पादक समूह उत्पादन चक्र के सभी चरणों में उत्पादन के आधारभूत ढांचा और विपणन सुविधाएँ समूह सदस्यों को उपलब्ध करने हेतु निम्न बिन्दुओं पर कार्य करने के लिए कार्य योजना बनाएगा :

- बिज़नेस प्लान (वार्षिक कार्य योजना)
- इनपुट (लागत) प्रबंधन
- उत्पादकता वृद्धि (प्रधोगिकी के विस्तार एवं सुचना)
- मूल्य सम्बन्धन और प्रसंस्करण
- गुणवत्ता प्रबंधन
- सुचना और विपणन संपर्क और विपणन प्रबंधन
- इनपुट सर्विसेज (चिकित्सा, चारा प्रबन्धन आदि) को सदस्यों को उपलब्ध कराना
- प्राकृतिक गर्भाधान कि व्यवस्था उपलब्ध कराना
- सही मापदंडों के आधार पे विपणन सुनिश्चित करना

बकरी उत्पादक समूह सामूहिक गतिविधियों के माध्यम से ससमय एनिमल हसबैंडरी सुविधाएँ उपलब्ध करवाना | जैसे - कृमिनासक दवा कि उपलब्धता एवं ससमय वैकसीन को सुनिश्चित करवाना , बकरी चारे कि उपलब्धता, प्राकृतिक गर्वाधन कि सुविधा को उपलब्ध कराना, बकरियों के स्वास्थ्य सम्बंधित जागरूकता को सुनिश्चित करवाना इत्यादि | साथ ही साथ आधुनिक तकनीक कि जानकारी, आधुनिक उपकरण उपलब्ध कराने के साथ साथ सदस्यों के हित को ध्यान में रखते हुए सार्वजनिक क्षेत्र व सहकारी क्षेत्र की संस्थाओं, वित्तीय संस्थाओं , बैंक, स्थानीय, राष्ट्रीय एवं अंतर्राष्ट्रीय विकास अभिकरणों, दाता संस्थानों से उपरिलिखित उद्देश्य एवं गतिविधियों के कार्यान्वयन हेतु संपर्क / अनुबंध तथा सहायता प्राप्त करेगा |

- बकरी उत्पादक समूह आवश्यकता अनुसार सदस्यों कि मांग के अनुसार बकरियों के आवश्यक उत्पाद के क्रय - विक्रय जैसे - बकरी चारा, दाना, मिनरल मिक्सचर आदि की खरीद बिक्री में सहयोग भण्डारण, गुणवत्ता आंकलन में सहयोग तथा अन्य गतिविधियों के लिए आंतरिक एवं बाह्य संसाधनों का उपयोग करेगा |
- बकरी उत्पादक समूह सामुदायिक संसाधन व्यक्तियों का चयन, प्रशिक्षण एवं अनुश्रवण करेगा |

- बकरी उत्पादक समूह अन्य कार्य जो उत्पादक समूह के उद्देश्यों कि प्राप्ति के लिए प्रासंगिक एवं आवश्यक हैं को सम्पादित करेगा ।

5. सदस्यता प्राप्त करने की पात्रता

स्वयं सहायता समूह के सदस्य को उत्पादक समूह की सदस्यता प्राप्त करने के लिए निम्नलिखित मापदंड होंगे :-

- क. स्वयं सहायता समूह के सदस्य को उत्पादक समूह कि सदस्यता
- ख. बकरी उत्पादक समूह द्वारा समय - समय पर निर्मित प्रशासन के उपनियमों, नियमों एवं आचार संहिता में निष्ठा रखता हो ।
- ग. बकरी उत्पादक समूह की सदस्यता शुल्क अदा करने को तैयार होना । उत्पादक समूह की सदस्यता शुल्क रुपया 50 प्रति सदस्य है ।
- घ. एक परिवार के एक ही सदस्य उत्पादक समूह का सदस्य बन सकता है ।

6. सदस्यता की समाप्ति

निम्नलिखित मामले उत्पादक समूह की सदस्यता समाप्त हो जाएगी :-

1. यदि कोई उत्पादक समूह के उद्देश्यों के विरुद्ध कार्य करता हो ।
2. यदि कोई बकरी उत्पादक समूह द्वारा बनाये गए नियमों का अनुपालन नहीं करता हो ।
3. बिना सूचना के दो आम सभाओं में अनुपस्थित रहा हो ।

7. सामान्य निकाय का गठन

उत्पादक समूह के सभी सदस्य सामान्य निकाय का गठन करते हैं । सामान्य निकाय को 6 उपसमूहों में विभाजित किया जायेगा जिसमें सदस्य कार्यकारिणी समिति का चयन करेंगे ।

इसके प्रमुख कार्य निम्न होंगे :-

- उत्पादक समूह के विलय, विघटन तथा अन्य प्रमुख नीतिगत निर्णय लेना ।
- कार्यकारी समिति (EC), उपसमितियों और पदाधिकारियों - अध्यक्ष, सचिव और कोषाध्यक्ष का चुनाव करना ।
- कार्ययोजना का अनुमोदन और समय - समय पर उत्पादक समूह के कार्यान्वयन कि समीक्षा ।
- बजट तथा कार्यकारी समिति और पदाधिकारियों के वित्तीय शक्तियों का अनुमोदन ।
- वार्षिक खातों के विवरण का अनुमोदन ।

8. कार्यकारिणी समिति

हर उपसमूह 2 सदस्यों का चयन / नामांकरण करेगा जो 12 सदस्यीय कार्यकारिणी समिति का गठन करेंगे । कार्यकारिणी समिति उत्पादक समूह के निर्णय लेने और लागु करने के लिए जिम्मेदार होगी ।

- उत्पादक समूह की बैठक आयोजित करना
- सभी प्रमुख नीतिगत और व्यावसायिक निर्णय लेना
- उपसमितियों के बीच समन्वयन
- व्यापार योजना, कार्ययोजना और बजट कि तैयारी
- सामुदायिक संसाधन व्यक्तियों द्वारा समर्थन सेवाओं का प्रबंध

- इनपुट कि आपूर्ति और विपणन को सुविधाजनक बनाने के लिए व्यापार संबंध स्थापित करना
- सदस्यों के लिए तकनीकी प्रशिक्षण और एक्सपोज़र दौरे का आयोजन
- स्टाफ और समुदाय संसाधन व्यक्तियों का प्रबंधन
- वित्तीय लेखा और लेखा परीक्षा तंत्र की व्यवस्था
- संकुल स्तरीय संघ एवं ग्राम संगठन पदाधिकारियों के साथ समन्वयन

9. पदाधिकारी

कार्यकारिणी समिति के बीच अध्यक्ष सचिव एवं कोषाध्यक्ष को उत्पादक समूह के कार्यों को सुचारु रूप से चलाने के लिए निर्वाचित किया जायेगा। इनका चुनाव कार्यकारिणी समिति कि पहली बैठक में दो वर्षों के कार्यकाल के लिए होगा। यदि इस अवधि के दरम्यान यथावत रखे गए पदाधिकारी किसी तरह के वित्तीय या सामाजिक कार्यों में दोषी पाए जायेंगे तो उत्पादक समूह सर्व समिति से निर्णय लेकर उन्हें परिवर्तित कर सकती है साथ हिन् साथ उनकी सदस्यता भी समाप्त कि जा सकती है। दो वर्षों के उपरान्त उत्पादक समूहों का पुनः आम निकाय कि बैठक करके अध्यक्ष, सचिव और कोषाध्यक्ष का चुनाव किया जयेगा।

(क). अध्यक्ष:-

- उत्पादक समूह कि बैठक बुलाना एवं एजेंडा का निर्धारण करना।
- सभी बैठकों में अध्यक्षता करना।
- समूह को सामूहिक गतिविधियों के लिए एक निर्णय तक पहुँचाने में मदद करना।
- उपसमितियों द्वारा परियोजना कि गतिविधियों के कार्यान्वयन की निगरानी करना।
- समूह के उद्देश्यों को प्राप्त करने के लिए सचिव और कोषाध्यक्ष के साथ समन्वयन।
- उच्च स्तर के संगठनों के समूह का प्रतिनिधित्व करना।
- बकरी उत्पादक समूह के विवादों को सुलझाने में मदद करना।

(ख). सचिव:-

- निर्माता समूह की बैठकें आयोजित करने में अध्यक्ष की सहायता करना।
- सदस्यों की उपस्थिति और भागीदारी सुनिश्चित करना।
- बैठक की कार्यवृत्त (Minutes of Meeting) के लिए जिम्मेदार।
- यह सुनिश्चित करना कि समूह मानदंडों और निर्णय लागू हो।
- कार्यकारिणी के समक्ष उप समितियों कि प्रगति पर रिपोर्ट प्रस्तुत करना।
- उप समूहों के प्रगति पर कार्यकारिणी में रिपोर्ट प्रस्तुत करना।
- सार्वजनिक और निजी एजेन्सियों के साथ लिंकेज कि सुविधा प्रदान करना।

(ग) कोषाध्यक्ष

- उत्पादक समूह के सभी बैठकों में शामिल होना और वित्तीय लेन देन का हिसाब प्रस्तुत करना।
- कार्यकारिणी के नियंत्रण में कोष का प्रबंधन और लेखा चुस्त दुरुस्त रखने कि व्यवस्था।
- उत्पादक समूह के बैंक खाते का संचालन।

- लेखा का मासिक प्रतिवेदन तैयार करके कार्यकारिणी के समक्ष प्रस्तुत करना | उत्पादक समूह के लेखा कि समयानुसार ऑडिट सुनिश्चित करना |

10. वित्तीय श्रोत

बकरी उत्पादक समूह के निम्न वित्तीय श्रोत होंगे |

- चंदा, दान, बचत (किसी विशेष प्रयोजन क लिए)
- जीविका के नीति के अनुसार, संकुल स्तरीय संघ से प्राप्त वित्तीय अनुदान एवं ऋण |
- सामान्य एवं विशेष प्रयोजनाओं के लिए सकारी विभागों, वित्तीय संस्थानों, विकास अभिकरण तथा गैर सरकारी संस्थाओं से प्राप्त अनुदान एवं ऋण |
- सामूहिक तथा उत्पादक समूह कि गतिविधियों से प्राप्त लाभांश |

11. बैंक खाते का संचालन

बकरी उत्पादक समूह का कोई भी बैंक खाता उत्पादक समूह के नाम से ही खोला जाएगा जिसका संचालन अध्यक्ष, सचिव एवं कोषाध्यक्ष द्वारा संयुक्त रूप से किया जाएगा | खाते का संचालन तीनों में से किन्ही दो सदस्यों का से भी किया जा सकेगा |

12. उपविधि (By Laws) में संशोधन

सामान्य निकाय द्वारा मताधिकार प्राप्त उपास्थित सदस्यों के दो तिहाई बहुमत से पारित संकल्प द्वारा उत्पादक समूह के उपविधि में संशोधन किया जाएगा | परन्तु प्रतिनिधि सामान्य निकाय के गठन एवं उसकी शक्तियों से सम्बंधित किसी भी उपबंध में परिवर्तन नहीं किया जा सकता है |

13. लेखांकन वर्ष:-

..... जीविका बकरी उत्पादक समूह का लेखांकन वर्ष एक अप्रैल से आगामी वित्तीय वर्ष 31 मार्च तक का होगा | हर वित्तीय वर्ष के अंत में लेखा का अन्केशन होगा |

14. संकुल स्तरीय संगठन से बकरी उत्पादक समूह का संबंध:-

..... जीविका बकरी उत्पादक समूह का मार्गदर्शन एवं निगरानी
..... संकुल स्तरीय संगठन, करेगा |

- उत्पादक समूह प्रतिमाह संकुल स्तरीय संगठन, को मासिक प्रतिवेदन समीक्षा हेतु जमा करेगा |
- उत्पादक समूह संकुल स्तरीय संगठन से प्राप्त मार्गदर्शिको एवं नियमों का पालन करेगा |
- समय समय पर बकरी उत्पादक समूह संकुल स्तरीय संघ के साथ हुए लेन देन का मिलान करेगा |

- हर वित्तीय वर्ष के अंत में उत्पादक समूह के लेखा का समावेशन संकुल स्तरीय संगठन के लेखा के साथ होगा।

15. विघटन के नीति:-

..... जीविका बकरी उत्पादक समूह, का विघटन आम निकाय के सदस्यों द्वारा पारित दो तिहाई बहुमत से होगा। विघटन कि स्थिति में सभी चल अचल सम्पतियों का हस्तान्तरण संकुल स्तरीय संगठन, को हो जाएगा।

इस उपविधियो को जीविका बकरी उत्पादक समूह के सदस्यों द्वारा दिनांक..... को बजे पूर्वाहन / अपराहन में स्थल पर की अध्यक्षता में अनुमोदित किया जा चुका है।

उत्पादक समूह के पधाकारियों का हस्ताक्षर एवं मोहर

..... जीविका बकरी उत्पादन समूह



Annexure III

ध्यान देने योग्य बातें

1. बकरी के रहने की जगह को साफ सुथरा रखे ।
2. बकरी को 4 महीने के अन्तराल पर कुमिनाशक देते रहे ।
3. बकरियों को खिलाने-पिलाने का समय निश्चित कर लेना चाहिए ।
4. बकरी को सूखे चारे के साथ साथ हरा चारा और दाना भी देते रहें ।
5. बकरियों को खाने तथा पीने के बर्तन को रोजाना साफ करे ।
6. फफूंदी बाले चीजों से बकरियों को दूर रखे ।
7. खुराक की मात्रा बकरियों की उत्पादन क्षमता और वनज के अनुसार घटाई या बढ़ाई जा सकती है ।
8. बकरी पालक बकरी के रोगों के बारे में कुछ जानकारी रखे तथा समय पड़ने पर इलाज कर सके ।

BPM/ LHS का हस्ताक्षर

पीआरपी का हस्ताक्षर



गरीबों का ए०टी०एम० बकरीपालन



जीविका

बिहार रूबल लाइवलीहूड प्रमोशन सोसाइटी



Small Ruminants Vaccination and Health Camp

स्वास्थ्य कार्ड

निबंधन संख्या :

बकरी पालक का नाम :

पति का नाम :

समूह का नाम :

ग्राम संगठन का नाम :

प्रखंड का नाम :

जिला का नाम :

मोबाइल न० :

बकरीयों की संख्या : रंग एवं उम्र :

बकरी क्र.	रंग	उम्र

सुख का साधन बकरीपालन

चिकित्सा

दिनांक	बीमारि का लक्षण	कुमिनाशक के देने की तिथि	रोग का प्रकार	दवा का नाम	चिकित्सक करने वाले पशु चिकित्सक का नाम एवं पदनाम	पदबिज्ञापन का हस्ताक्षर	अभियुक्ति

टीकाकरण

दिनांक	टीकोपति का नाम	रेपर स्थान	टीकोपति कराने वाले का नाम एवं पदनाम	पदाधिकारी का हस्ताक्षर	अभियुक्ति

(Handwritten signature)