

NIT No.01/10-11 Job Work Contract***Job Contract for regular nature work:-***

Sl. No.	Description of work	Monthly / Total rate
A)	<ul style="list-style-type: none"> • Data entry and tabulation, typing of research paper, review etc. (4 hr. work/day) • Misc. official typing work like official letters/reports etc. (4 hr. work/day). • Data collection, interaction with the respondents and filling of interview schedule (Project based). • Collection of insect pests of rice and (2 hrs.) from seedling to maturity stages by fixing of pheromone traps and sweep net at different locations, preservation of collected insects (1 hrs.), rearing undeveloped stages in the laboratory (1 hrs.), daily cleaning rearing boxes (2 hrs.), daily changing of feeding materials to young insects (1 hrs.). 	
	<ul style="list-style-type: none"> * Meteorological and crop data entry and its assistance in processing and analysis (2 hrs work daily), assistance in day-to-day maintenance of OTC and other equipments (2 hrs work daily), field data collection and recording (2 hrs work daily) and assistance in soil and plant sample analysis (2 hrs work daily) as and when needed. * Typing of paper more than 500 [(i) different types of reports as per requirement of Council (ii) different letters to Research Centers and Division. (iii) other correspondence letter (iv) list of research projects, technical reports etc.] each month, Dealing of document in concerned file, Data entry and processing, Typing of research papers of two scientists, Making power point presentation for IMC, RAC, IRC, and presentation requirement by the Director, Xeroxing official paper at RCMU. * Assistance work in management of Intercom (100 connectivity) and other P&T lines of the Institute/Institute premise/residential quarters etc. * Typing work at room No.104, 105, 108 & 113 (More than 1000 Letters/Supply Orders/Office Orders/Sanction Orders/AC Bills per month of Estt., C&B, Rectt. & P&S Section & A&A Section). * Driving of vehicles (3 Nos.) - Performing driving duty on official vehicle (3 Nos.) and its maintenance etc. * Data entry GPF subscription / P loan & Advance broadsheet, refund, advance and withdrawal (300 plus accounts), Maintenance of Ledger and Broad sheet of GPF including calculation of interest (300 plus accounts), Maintenance of Computers/Printers and UPS of the section (4 Nos. each) * Data entry of NAIP vouchers (Approx. 50 vouchers monthly), Preparation of SOE, Bank Reconciliation Statement (3 Projects, One bank account, quarterly), Reporting of Expenditure (Quarterly), Preparation of Balance Sheet, Income & Expenditure Statement and Receipt & Payment accounts (Yearly). * Computer operator: Assisting in preparation reports/research papers/Annual report/Analysis & compilation of data etc., Assisting in typing work in the Division, A person skills having programming in Visual Basic collection and computerization of data, records information related to project area under the Project "Performance evaluation of Water Users Associations". * Maintenance of animal wise daily feed record for dry and green fodder and concentrate feed, milk production and sale/ disposal record, record of fodder production plot wise and where needed, also cut wise, Maintenance of daily milk production record for each individual cows for both morning and evening, Maintenance of birth/ death record (As needed). 	

A)	<ul style="list-style-type: none"> * Digestion and Distillation of samples for nitrogen estimation, fat and fibre estimation , organic matter estimation, preparation of reagents, Milk sample estimation in auto-analyzer (For complete analysis of six samples for each nutrient, 2 days are required). * Collection of samples from live animals in field and farm, Processing of samples, Assisting in analyses of biological samples and staining of slides, Weighing of chemicals and reagent preparation, Distillation and de-ionization of water 	
A1	<p>ICAR-RCER, RC Makhana, Darbhanga:-</p> <ul style="list-style-type: none"> * Typing work of Head & Sections at RC Makhana, Darbhanga, * Lab. Assistant for analysis of water, Data recording, Observation work at RC Makhana, Darbhanga * Driving of Jeep & Tractor at RC Makhana, Darbhanga 	

Sr. No.	Description of work	Monthly / Total rate
B)	<ul style="list-style-type: none"> # Spiral Binding, Comb binding of Technical reports, bulletins (3 hours work/day), Xeroxing of documents, questionnaire, performa and dispatch work of letters (2 hours work/day), Messengerial work like arranging of Division files, bulletins and help in training work (3 hours work/day). # Keep an account of collected coupons, maintaining a record of the same, maintain record of milk sold in morning and evening in different rates and present regularly before Officials for verification. # Cutting and bringing of fodder from field to the cow shed (300 – 600 kg cultivated green fodder from any specified part of ICAR Parisar depending on availability), chaffing of fodder by chaff cutter (Twice daily), Distributing chaffed green fodder, dry fodder (wheat bhusa or chaffed paddy straw depending on availability) and concentrate feed in individual mangers and tubs for calves (Twice daily) - Time bound (09.00 – 09.30 hrs in the morning and 17.00 – 17.30 hrs in the afternoon). # 	

Sr. No.	Description of work	Monthly / Total rate
C)	<ul style="list-style-type: none"> # Cleaning and dusting of:- <ul style="list-style-type: none"> * 2 Nos. of seminar Halls (650 sq. ft. x 2), Chairs, Round Table, PA systems, Podium, Plasma TV etc. (4 hr. work/day). * Conference Halls (900 sq. ft.), 120 chairs, Dais, Sofa sets, Table, PA systems, Podium, Glass tumblers Tray & Serving etc. (4 hr. work/day). * Museum including exhibition materials (100 colour enlargement, display boards) - 3 hr. work/day. * Division rooms (8 nos.) and labs (2 Nos.) - 3 hr. work/day. * Committee room (chairs and table) - 2 hr. work/day. # Cleaning of lab (100 sqm-daily), washing of glassware's/ plastic wares/ utensils (2 hr work), dusting/ washing of lab wares /instruments (1 hr work), floor cleaning in labs (100 sqm-daily), collection of field samples and its preparation (2 hr work), assistance in processing/ analytical work in Processing lab/ Plant science lab (2 hr work) as and when needed – 3 Nos. of Lab. # Collection of field data (2 hrs work daily), dusting and cleaning of equipments and OTC (2 hrs work daily), soil and plant sample collection (2 hrs work daily), help in data recording and observation (2 hrs work daily) as and when needed. # Attending to office rooms of scientists/officers job included clearing of tables, supply of drinking water, cleaning of office 	

files/documents and related works.

- # Cleaning & Maintenance of VIP Guest House rooms (2 Nos.) & Kitchen (1 No.), Hostel rooms & premises at Block 'A & B' (08 Nos. of room at each block) in WALMI Campus at III rd Floor.
- # Cocking and any unforeseen/misc. work as and when needed.
- # Cleaning and dusting of tables, files, computers etc in room No.209 & 210, carrying files to office, assisting in biometric observations in Exp., collection of met. Data from Meethapur and CPRS from time to time and other supporting activities to scientists and research staff.
- # Cleaning of three rooms everyday of RCMU, ten tables and fifteen chairs, five almirahs, five book shelves, four file cabinets, one refrigerator, CPU, UPS, monitor and printer (4 each), Serving water for five persons, Carrying dak from Section to dispatch, Director Cell and different Divisions, Bringing dak for dispatch and Director Cell to Section, Xeroxing of official paper, Binding of documents, Filing of all documents, Serving water & refreshments during IRC meeting, Filling of water in 2 coolers during summer season, Cleaning / Dusting of air conditioner, rack and windows.
- # Dusting and cleaning of ARIS & GIS cell (600 sq. ft) – 2 hrs. work daily, Assisting for day-to-day maintenance of access points and other internet related facilities – 3 hrs. work daily, Assisting for day-to-day problems related with computers/UPS and other computer related facilities of the Institute – 3 hrs. work daily.
- # Dusting & cleaning of the library documents (1665 books, 612 bound journals, 1642 journals, Magazines & other library documents should be dusted out & neatly cleaned each & every working day), Files of the library should be moved for the further action to /from the other sections of the office as & when required., Circulation of Notice/Office circulars etc to & from other sections of the Office as & when required, Annual Reports, Scientific Bulletins, Pamphlets etc published by our Institute should be dispatched to the other ICAR Institute's & Dignitaries, Daily Dak should be filed in proper Files of the library pasting & stamping may be properly done, Five newspapers & Magazines to be brought form the Directors residence & displayed on the newspapers stands daily on working day, Proper shelving of the used / returned library documents on its place should be done on daily working day, To keep vigil on all the library assets for avoiding the theft and other kind of damages.
- # Filing of papers/records in Director Cell (100 Nos. of files daily), Cleaning of tables, chairs and computers (Room No.100, 102, 104, 105, 106, 107, 108, 109, 113), Movement of files from morning to evening as and when necessary with other section/divisions (100 files daily), Depositing of Electricity bills, Telephone bills, posting of postal dak to Post Office and to attend office day to day Misc. Official work (As per requirement),
- # Photocopying work at , Filing of paper/records in P&S section, C&B section, Rectt. section and Estt. Section etc., Binding of vouchers (250 Nos. of vouchers), Keeping the vouchers and other files and its routine maintenance.
- # Day-to-day messengerial work to move papers/files in and outside the Division, Sweeping/cleaning of tables and chairs, computer tables and computers in the Chamber of Head of Division and all the rooms of the Division, Cleaning of glass/dishes and serving of water in all the rooms of the Division, Operation of Xerox machine and maintenance of logbook.
- # Distributing milk within ICAR Parisar and nearby area among staff members against coupons issued for this purpose in the morning. Distribute milk in staff quarters located within WALMI and nearby area among staff members against coupons issued for this purpose in the evening. Distribution of milk from cow shed (0800 – 1000 hrs in the morning and 1700 – 1900 in the evening)
- # **Cleaning of cowshed (220 m²) and premises:** Removing cow dung in the morning and disposal of same into the manure pit adjacent to cow shed (Time bound, to be completed by 0700 hrs, daily), Cleaning of cowshed floor including manger, gutter, central passage etc. with water (Time bound, to be completed by 0900 hrs, daily), Application of diluted disinfectants on floor, Cleaning of the floor, manger, gutter, central passage etc. with bleaching powder (Fortnightly), Cleaning of paddock area (Daily), Cleaning of grills, walls and inside roof (weekly), Cleaning, grooming and bathing of animals (Daily, 31 animals), Cleaning of dairy utensils (bucket, milk

cans, milk carrying cans etc) - To be completed immediately after disposal of milk and before taking milk for distribution in morning and evening (Twice daily), Cleaning of motorized chaff cutting machine and the room (After and before chaff cutting, Twice daily), Periodic cleaning of area surrounding cow shed, including spraying of bleaching powder and/ or lime (Once in 2-3 days), Cleaning of drain carrying liquid waste from cow shed (After washing of cow shed), Removal of cow dung and disposal of same to the manure pit adjacent to cow shed (31 animals).

- # Washing of udder and teat with water and then with dilute potassium permanganate solution (1%), drying of udder before milking, washing of milkers' hands with soap and water, complete milking of cows, weighing of milk from individual cows [Twice daily (10 – 12 animals), Time bound (0700 – 0730 hrs in morning and 1615 - 1645 in the afternoon)].
- # Giving water in individual mangers and tubs for calves for drinking. Normally, drinking water is available round the clock through overhead tanks. If this service is interrupted, water to be pumped from hand pump (Watering should done in such a manner that potable water is available to the animals round the clock).
- # Assistance in restraining and treating the animals, and taking research/ routine observations, give medication and feed supplements, if any to the animals as per instruction, Identifying and reporting of sick animals, animals in heat, animals in labour or with other discomfort and to keep watch and ward in and around cow shed round the clock (Needed round the clock), Assistance in post mortem and burial of animals (In case of death), Unloading of concentrate feed from tractor (Per bag – 50 kg), Loading of FYM in tractor trailer fully, Loading and unloading of bhusa from any specified area of ICAR Parisar and from Sabajpura Farm [Per trailer (large)].
- # Removal of goat feces and cleaning of goat shed floor (daily), Cleaning of grills, walls and inside roof (Weekly), Cutting and bringing of fodder/ grass from field to the shed (cultivated green fodder from any specified part of ICAR Parisar depending on availability), cleaning of utensils and feeding of grass/ fodder, concentrate and watering of goats and maintenance of daily feed record for dry and green fodder and concentrate feed (Twice daily), Grazing of goats (Two breeds of goats are to be grazed separately without any intermixing and after grazing, the breeds are to be kept in separate specified area), Assistance in restraining and treating the animals, taking research/ routine observation and give medication and feed supplements, if any to the animals as per instruction, Identifying and reporting of sick animals, animals in heat, animals in labour or with other discomfort and to keep watch and ward in and around goat shed round the clock (Needed round the clock), Assistance in post mortem and burial of animals (In case of death).
- # Cleaning of lab (400 sqm-daily), washing of utensils (1 hr work), dusting/washing of glass wares/instruments (2hr work), floor and table top cleaning in labs (400 sqm-daily), collection of field samples and its preparation (2 hr work), assistance in Feed Analytical lab, Animal Health Lab, Livestock Production and Reproduction Lab & Fisheries Lab (2 hr work) as and when needed, Grinding of feed/ plant samples.
- # Removal of silt (desilting) from ponds & trenches of Walmi Farm (5000 sq.m.), Refilling of ponds/trenches of Walmi and ICAR Campus (8000 sq.m), Periodical manuring, liming of Walmi and ICAR Campus (8000 sq.m), Stocking of fishes and prawn of Walmi and ICAR Campus (8000 sq.m), Feeding fishes etc. 2-4 times daily of Walmi and ICAR Campus (8000 sq.m), Removal of excess of weed, water exchange of Walmi and ICAR Campus (8000 sq.m), Netting operation of specialized gears such as castanet, dragnet gillnet for growth studies (4 days), Hatchery operation and netting for brooder collection at Walmi Campus (20 days), Assistant in procuring feed and grasses to feed carps and grass carp (10 days), Assistance in recording field data (42 days), Cleaning and de-weeding bunds of two ponds (P1 area 3200 Sq. m and P2 700 Sq. m) and adjacent plot area of 250 Sq. m. (2 hrs work per day), Pre-stocking management of ponds-P1 &P2, such as dewatering, cleaning, liming, manuring and water filling of ponds, Stocking of P1&P2 with fish seed (Annual / 4 hrs per month), Post-stocking management of P1&P2 such as monthly water sampling, plankton estimation sample netting of fishes for their growth studies, data recording, length & weight measurement of fishes (40 hrs. monthly), Daily feeding of fishes (morning and evening) & health monitoring (2 hrs, daily), Harvesting of fishes from P1&P2 [Monthly / 400 Hrs (40 Hrs x 5 days for P1; 40 Hrs x 5 days P2).

	<p># Day to day cleaning of the furniture, attending of office dak for distribution among concerned person and assisting in day to day official work of the Head, DLFM, Typing of reports/ letters of the division, maintaining of various files and other computer related work of the DLFM, Day to day cleaning of furniture in 6 rooms of the division and to attend the requirements of scientists/ technical officer of the DLFM.</p>	
C1	<p># Welding work for Fabrication of new job for research and development work, Repair and maintenance of farm machinery work, Repair and maintenance of EMU work related to workshop, Maintenance of Generator (25 KVA).</p> <p># Work area of workshop work:- Welding work, Lathe work, Drilling work, Sheet metal work, Power hacksaw (Iron section cutting work), Fitting work, Shaping work, Milling work, Grinding work, Black smith work</p> <p># Repair and maintenance of work shop machines [Lathe M/c -01, Drilling M/c – 2 Nos, Shaper M/c – 01, Sheet Shearing /cutting M/c -01, Milling M/c -01, Welding M/c – 02, Gas welding setup – 01, Car washer – 01, Air Compressor – 01, Power Hacksaw M/c, Angle disc grinder – 02, Bench type grinder – 01, Manual blower, Hans sharing M/c – 01, Drilling M/c (Small) – 02]</p> <p># Fitter work, Helper to assist in above work.</p> <p># EMU Work:- Electrical work, Plumbing work, Carpentry work, Mason work, Gardening work, Pump operation work, Cleaning work, Generator operation work, Repair and maintenance of irrigation pipe line</p> <p># Repair and maintenance work at Main Campus:- Office building at main campus – 70 rooms including committee hall, library and laboratories, Toilets – 09 Nos, Residential campus of main campus - 13 Quarters (Type I – 4Nos, Type II – 04 Nos , Type IV – 02 Nos, Type V – 02 and Director’s Bungalow – 01), Irrigation Line = 3200 mtr, Tube wells = 03 Nos, Generators = 02 Nos (Capacity: 82, 5 KVA & 10 KVA), Premises of office, residential for cleaning DLFM building at Main campus – 05 Nos, Overhead water tank – 02, Ponds – 06, Street light at Main Campus (Office area, residential area and Farm area)</p> <p># Work area of EMU (at) Repair and maintenance work at WALMI Campus & Sabajpura Farm:- Workshop at WALMI campus – 4000 sft, P I S Lab at WALMI campus – 3400 sft, Guest House – Room – 2, Kitchen, Kitchen lobby with verandah and Dining hall, Hostel – 16 rooms with 2 lobby and corridor/ gallery, Residential campus of WALMI campus:- 20 Quarters (Type V – 4Nos, Type IV – 08 Nos , Type III – 08 Nos), Tube wells = 02 No, Generators = 02 Nos (Capacity: 25KVA & 05 KVA), Sabajpura Farm buildings [Office building, Godowns – 06, Pump House – 05, Implement shed – 02], Street light at WALMI Farm (Workshop area, PIS lab area and tube well area and pond area), Street light at Sabajpura farm (Office building area and Farm area), Premises of residential, workshop, PIS Lab and Guest house for cleaning.</p>	
C2	<p>ICAR-RCER, RC Makhana, Darbhanga:-</p> <p># Mallah for Makhana harvesting and ponds cleaning, Gardner for garden, Pump operator, Electrician for maintaining the electricity flout, Upkeep of Office premises at RC Makhana, Darbhanga.</p>	
C3	<p>KVK, Buxar:-</p> <p>* Cleaning of office premises, generator handling during office period 08 hrs. work/day.</p> <p>* Security of office premises 12 hrs/day.</p> <p>* Security of KVK Farm (25 acre) at Lalganj, Buxar (12 hrs/day).</p>	

NIT No.01/10-11 Job Work ContractJob Works of Farm as per need based:-

1) I/c Farm (Main Complex):-		----	----	Rates
1.	Lawn / turf-grass	----	----	----
	i) Cleaning / cutting of unwanted weeds.	1500 m ²	m ²	
	ii) Irrigation	1500 m ²	m ²	
	iii) Use of fertilizer / insecticides	1500 m ²	m ²	
2.	Avenue Plant	----	----	----
	i) Diging of basin (2 m dia), application of fertilizer and FYM mixing in soil.	109 plant	Per plant	
	ii) Training pruning for giving shape	109 plant	Per plant	
	iii) Regular irrigation	109 plant	Per plant	
	iv) Spraying of insecticides	109 plant	Per plant	
3.	Shrubs (Annual / perennial ornamental):-	----	----	----
	i) Basin cleaning, digging / hoing of basin, use of fertilizer and insecticide.	590 plant	Per plant	
	ii) Training pruning for giving shape	520 plant	Per plant	
4.	Maintenance of Hedge:- Weeding, hoing the side of hedge, use of fertilizer and cutting for giving shape with hedge shear.	650 m	Per running m.	
5.	Maintenance of pot (Ornamental):-	----	----	----
	i) Regular irrigation, weeding, cleaning, cutting, pruning training and shape making.	1000 Nos.	Per pot	
	ii) Rubbing, cleaning and white washing of the earthen and sealing parts.	1000 Nos.	Per pot	
6.	Ornamental seasonal flower (Bed breadth 1 – 1.5 m)	----	----	----
	i) Land preparation, sowing / planting of seasonal plant.	300 m	Per running m. bed length	
	ii) Weeding hoing use of fertilizer	109 plant	- do -	
	iii) Regular irrigation spraying of insecticide	109 plant	- do -	
7.	Fruit cafeteria:-	----	----	----
	i) Grass cleaning, soil digging application of manure and basin preparation of fruits plant Radius 1.5m .	140 Nos.	Per plant	
	ii) Weeding / hoing of fruit plants 2 m. radius.	140 Nos.	Per plant	
	iii) Collection of water, preparation of solution and pesticide spraying with manual spraying.	----	----	
	iv) Preparation of wooden stick and staking of 1 to 1.25 m height in one or 2 year old plant.	140 Nos.	Per plant	
8.	Inter cropping of vegetable in fruit block:-	----	----	----
	i) Diging of pits 30cm x 30cm x 30cm mixing with FYM and fertilizer.	200 Nos.	Per pit	
	ii) Sowing of yam, ginger and termaric	200 Nos.	Per pit	
	iii) Weeding inter culture, use of fertilizer and insecticide etc.	200 Nos.	Per pit	

9.	Vegetable cafeteria:-		----	----	----
	i)	Layout and land preparation for vegetable	600 m ²	Per 100 m ²	
	ii)	Sowing, planting of different varieties of vegetable.	600 m ²	Per 100 m ²	
	iii)	Vegetable nursery raising, land cleaning, preparation application of FYM, sowing seed spraying and maintenance for 25 days.	10 m ²	Per 10 m ²	
	iv)	Ridge making for transplanted crops	13500 m ²	Per 100 m ²	
	v)	Transplanting of vegetable crops and irrigation with Rose can for 3 days.	13500 m ²	Per 100 m ²	
	vi)	Weeding of vegetable crop with spade	13500 m ²	Per 100 m ²	
	vii)	Weeding of vegetable crop and earthingup with spade	13500 m ²	Per 100 m ²	
	viii)	Spraying of pesticides with manual spraying.	13500 m ²	Per 100 m ²	
ix)	Soil diging near color zone of vegetable and pesticides with manual spraying.	1500 Nos	Per plant		
10.	Nursery management for ornamental:-		----	----	----
	i)	Preparation of seed bed and planting of different types cutting of ornamental plant.	50 m ²	Per 100 m ²	
	ii)	Preparation of soil + sand + pesticides + FYM and filling of poly bags.	500 Nos	Per 100 Nos	
	iii)	Weeding of polybags plant in nursery.	500 Nos	Per 100 Nos	
11.	Farm maintenance:-		----	----	----
	i)	Farm road cleaning 5-6 m wide including trenches grass cleaning / cutting in open area with weed chopper	1200 m	Per 100 m	
	ii)	Bund repairing (50 cm) earthingup	1500 m	Per 100 running m	
	iii)	Bund making (100 cm)	400 m	- do -	
	iv)	Trench desilting 20 cm and side bunding	300 m	- do -	
	v)	Drainage channel desilting with 20 cm and side buding 3.5 m wide	950 m	- do -	
	vi)	Dressing of Katcha Road 4 m wide	1000 m	Per 100 m	
vii)	Weeding spray including farm road channel / bund etc.	1000 m	Per 100 m ²		

2) FARM ACTIVITIES / Job Work of Farm:-				Rate to be required in Sq. ft./m ² /Acre/ha (Rs.)	
I	Commercial Crops:-			----	
	A)	i)	Nursery preparation of paddy in 1000 m2	----	
			1.	Seed Treatment	
			2.	Land Preparation:-	----
			i)	Planking	
			ii)	Seed bed preparation	
			iii)	Sowing	
			3.	Maintenance of nursery:-	----
i)			Irrigation		

		ii)	Fertilizer application	
		iii)	Weeding	
		i)	Plant protection	
	4.		Uprooting of nursery	
	ii)	Main Field for paddy/ha.:-		----
	1.	Land preparation including puddling and planking		
	2.	Bund Making		
	3.	Transplanting		
	4.	Nursery seedling transportation		
	5.	Fertilizer Application		
	6.	Irrigation		
	7.	Spraying		
	8.	Weeding		
	9.	Harvesting and bundle making		
	10.	Loading & Unloading		
	11.	Cleaning of Rice grain		
	12.	Weighing & Storage		
	B)	Wheat Crop/ha.:-		----
	1.	Land preparation including clod breaking, planking		
	2.	Seed Treatment		
	3.	Sowing		
	4.	Fertilizer application		
	5.	Irrigation		
	6.	Border preparation for irrigation		
	7.	Weeding		
	8.	Plant protection		
	9.	Harvesting		
	10.	Transportation of wheat bundle		
	11.	Threshing		
	12.	Cleaning & weighing of grain.		
	C)	Pulses (Gram/Lentil/Black Gram/Red Gram/Dhaincha)/ha.:-		----
	1.	Land preparation including leveling, planking		
	2.	Border preparation		
	3.	Seed Treatment		
	4.	Sowing		
	5.	Fertilizer application		
	6.	Irrigation		
	7.	Weeding		

I	8.	Harvesting		
	9.	Transportation		
	10.	Threshing		
	11.	Cleaning		
	12.	Weighing & Storage		
	D)	Oil seeds (Mustard/Rapeseed/Sesamum etc.)/ha.:-		----
	1.	Land preparation & leveling, planking		
	2.	Border preparation		
	3.	Sowing		
	4.	Irrigation		
	5.	Fertilizer application		
	6.	Weeding/Thinning		
	7.	Spraying		
	8.	Transportation		
	9.	Threshing		
	10.	Weighing & Storage		
	E)	Vegetables:-		----
	I)	Nursery preparation in 100m²:-		----
	1.	Land preparation		
	2.	Border preparation		
3.	Sowing			
4.	Irrigation			
5.	Plant protection			
6.	Weeding			
7.	Uprooting of nursery			
II)	Vegetables raising in main field/ha (tomato, brinjal, chilleis, cauliflower, bhindi, cabbage carrot, coriander, capsicum, sponge gourd, bitter gourd, French bean, cowpea, Pea etc.):-		----	
1.	Land preparation & leveling, planking			
2.	Bed preparation & ridges and furrow			
3.	Sowing/Transplanting nursery			
4.	Fertilizer application			
5.	Earthing up			
6.	Weeding			
7.	Plant protection			
8.	Irrigation			
9.	Harvesting			
II	Raising crops experiment in plot/ha:-		----	
A)	i)	Nursery raising in 1000 m²:-	----	

		1.	Seed treatment	
		2.	Land preparation with planking	
		3.	Seed bed preparation	
		4.	Sowing	
		5.	Maintenance of nursery:-	
		i)	Irrigation	
		ii)	Fertilizer application	
		iii)	Weeding	
		i)	Plant protection/spraying	
		6.	Uprooting of nursery	
		7.	Transportation & distribute of paddy nursery to the field	
	ii)		Main Field for paddy/ha.:-	----
		1.	Land preparation including puddling, bund making & planking	
		2.	Plot layout, bund & channel making	
		3.	Transplanting Nursery	
		4.	Manuring Fertilizer Application	
		5.	Weeding	
		6.	Spraying	
		7.	Irrigation	
		8.	Counting & biometric observation	
		9.	Harvesting, bundle making	
		10.	Loding and unloading of bundle	
		11.	Threshing (individual plot-wise)	
		12.	Cleaning	
		13.	Weighing & Storage	
II	B)		Wheat Crop/ha.:-	----
		1.	Land preparation including clod breaking, planking	
		2.	Seed Treatment	
		3.	Layout & channel making	
		4.	Sowing-Line sowing manually by seed drill	
		5.	Fertilizer application	
		6.	Irrigation	
		7.	Biometric observations	
		8.	Weeding & Plant protection	
		9.	Plant protection	
		10.	Harvesting	
		11.	Threshing (plot-wise)	
		12.	Cleaning	

	13.	Weighing & drying		
C)	Pulses/Oil seed/ha.:-		----	
	1.	Land preparation, leveling & planking		
	2.	Seed Treatment		
	3.	Layout bund making		
	4.	Sowing manually		
	5.	Manuring & Fertilizer application		
	6.	Irrigation		
	7.	Weeding/Thinning		
	8.	Spraying		
	9.	Biometric observation		
	10.	Harvesting		
	11.	Threshing (plot-wise) & Cleaning		
12.	Counting/Drying/Weighing			
D)	Vegetables:-		----	
	I)	Nursery preparation in 100m²:-		----
		1.	Land preparation	
		2.	Border preparation	
		3.	Sowing	
		4.	Irrigation	
		5.	Plant protection	
		6.	Weeding	
		7.	Uprooting of nursery	
	II)	Vegetables raising in main field/ha (tomato, brinjal, chilleis, cauliflower, bhindi, cabbage carrot, coriander, capsicum, sponge gourd, bitter gourd, French bean, cowpea, Pea etc.):-		----
		1.	Land preparation including leveling & planking	
		2.	Bed preparation (ridges and furrows)	
3.		Layout and channel making		
4.		Sowing/Transplanting nursery		
5.		Fertilizer application		
6.		Earthing up		
7.		Weeding		
8.		Irrigation		
9.		Biometric observation		
10.		Harvesting		
11.	Weighing			

3)	Other types of Farm related Job Works:-		----
1.	Cutting of wastes from 0.6 ha, drying and packing of vermin compost pits (16 m ³ area)	Monthly	
2.	Sieving and packing of vermicompost (16 m ³ area)	Monthly	
3.	Removing suckers from banana (0.6 ha)	Per ha	
4.	Recording daily water level in waterbodies (0.4 ha)	Per ha	
5.	Biometric observations in field crops (16500 m ²)	Per m ²	
6.	Pump operation for irrigation	Per ha	
7.	Sample processing of Field Experiment	Per ha	
8.	Packing, sorting and disposal of harvested products	Per m ²	
9.	Periodical moisture sampling	Per sample	
10.	Imposition of irrigation treatments	Per m ²	
11.	Split application of Nitrogen	Per m ²	
12.	Inter-culturing operations	Per m ³	
13.	Preparation of vermicompost		
14.	Carrying partially decomposed material green biomass to vermicompost pits, watering the pits and other necessary actions.	Per 1000 m ²	
15.	Carrying prepared vermicompost to the field.	Per 1000 m ²	
16.	Application of vermicompost to the crops.	Per Kg.	
17.	Goatry: Carrying of goats' dropping from goat shed to field.	---	
18.	Application of goat manure to the crops as per treatment.	1000m ²	
19.	Plicking of moon	01 acre	
20.	Layout of field experiment including management marking of plots, pegging, bund making	01 acre	
21.	Sowing of Sesbania	01 acre	
22.	Rice working raising	200 m ²	
23.	Field preparation including FYM mixing weed removal, bund maintenance	01 acre	
24.	Collection of Soil sampling from field (Five times) in whole year	Per ha	
25.	Recording of biometrical observation (three time) viz., Plant height, no of tillers, LAI, Leaf length, Root length , fresh and dry matter in roots shoots and leaves	Per ha	
26.	Post harvest study, (Length of panicle, no of panicle/M ² , no of grains/panicle, 1000 grain weight. Fertile grains, unfertile grains etc.)	Per m ²	
27.	Ridge making for vegetable transplanting/in transplanted vegetable field	Per ha	
28.	Collection of grass and mulching in plant basins	Per ha	
29.	Transportation of Organic manure locally to the experimental site	Per ha	
30.	Gap filling	Per m ²	
31.	Preparation of soil, fertilizer and manure mixture and filling of pots (minimum 200 pots)	---	
32.	Nursery Weeding and cleaning of nursery plants/ pots inside and out side of poly house and submergence tank facility (3hr work daily) irrigation of plant (3 hrs work daily), helping in data recording work (2hr work daily)	---	

33.	Preparation of field for (250 m ²) transplanting of rice in 21 plots (size 2x2m) with 1 m gap in between the plots, transplanting of rice, weeding, irrigation time to time and application of bio-pesticides/insecticides, harvesting, winnowing.	---	
34.	Driving of tractor and power tiller as and when required for ploughing of fields, carrying manure, cow dung, feed & fodder from ICAR Parisar & Sabajpura farm or from market.	Per hour	

4)	LABORATORY BASED ACTIVITIES:-	Unit rate	Monthly / Total rate
D.1	Cleaning of lab, washing of utensils, dusting/washing of glass wares/instruments, floor cleaning in labs, collection of field samples and its preparation.		
D.2	Receiving of soil samples from scientists of different division and entering in the registrar date wise, writing lot numbers in all the samples.		
D.3	Air drying of soil samples		
D.4	Oven drying of plant samples		
D.5	Grinding and sieving of soil samples and packing		
D.6	Grinding of plant samples		
D.7	Arranging soil samples by name and lot wise for easy accessibility		
D.8	Cleaning of instruments and equipments regularly		
D.9	Cleaning of glassware after completion of all the analysis		
D.10	Measuring electrical conductivity and soil reaction which involves (1) Weighing of soil sample (2) Preparation of soil solution (3) Operating EC and pH meter and measuring the soil solution for EC and pH		
D.11	Estimation of organic carbon involves (1) Weighing soil samples (2) Preparation of reagents (3) Titration after digestion of soil sample, calculation		
D.12	Estimation of available nitrogen by operating Auto Nitrogen Analyzer (1) Weighing of soil samples (2) Preparation of reagents like potassium permanganate, sodium hydroxide, boric acid and sulphuric acid (3) Distillation of N from Auto nitrogen analyzer (4) Titration and calculation.		
D.13	Operation of spectrophotometer for the estimation of available phosphorus which involves (i) Weighing of soil samples (ii) Preparation of extract solution (iii) Shaking the samples (iv) Filtration of samples (v) Preparation of colouring reagent (vi) Measuring the colour intensity in spectrophotometer, calculation.		
D.14	Operation of flame photometer for the estimation of available potassium which involves (i) Weighing soil samples(ii) Preparation of extract solution (iii) Shaking of soil sample(iv) Filtration of samples (v) Measuring soil solution in the instrument (vi) Calculation.		
D.15	Operation of Atomic absorption spectrophotometer for micronutrients which involves (i) Preparation of extract solution (ii) Weighing of soil samples and shaking of soil (iii) Filtration, measuring the soil solution in AAS, calculation.		
D.16	Operating spectrophotometer for the estimation of available sulphur by taking soil extracts, Weighing of soil samples, Preparation of extract solution, Shaking the samples, filtration of samples, preparation of colouring reagent, measuring the colour intensity in spectrophotometer and calculation.		
D.17	Cation exchange capacity (i) Preparation of extract solution (ii) Weighing of soil samples (iii) Leaching of soil (iv) Distillation for ammonia and calculation.		
D.18	Available soil water: bringing soil sample, moisture box, weighing and drying soil in oven and operation of pressure plate apparatus. Bulk density: Carrying core sampler to field, collection of core sample, drying of sample, calculation.		

D.19	<p>Micro-aggregate analysis: Weighing soil sample, shaking soil samples, sieving the aggregates, drying aggregates, calculation.</p> <p>Saturated hydraulic conductivity: Carrying permeameter to field, measuring the hydraulic conductivity, infiltration rate, carrying infiltrometer to field and driving and measuring the rate.</p> <p>Penetration resistance: Carrying penetrometer to field and driving and measuring resistance.</p>		
D.20	<p>Biomass carbon: Weighing of soil samples, fumigation, filtration of samples, preparation of colouring reagent, measuring the colour intensity in spectrophotometer and calculation.</p> <p>Dehydrogenase activity and weighing of soil samples, preparation of reagents, incubation of samples, filtration, measuring intensity in spectrophotometer, calculation.</p> <p>Urease activity: Weighing of soil samples, preparation of reagents, incubation of samples, filtration, ammonia distillation and calculation.</p>		
D.21	Digestion of soil and plant samples: Weighing of plant/soil sample and assistance in digesting soil and plant samples in digester.		
5)	HONEY BEE ACTIVITIES:-		
E.1	Assisting in Maintenance of an Apiculture Unit at complex.		
E.2	Cleaning of food bowl in each box (every day).		
E.3	Preparation of different combination of artificial food for bees (Every day).		
E.4	Putting measured food in each food bowls (every day).		
E.5	Assisting in measurement of consumed food (every day).		
E.6	Assisting in counting of bee no. in each hive frame (weekly).		
E.7	Counting of pollen filled units of bee hive (weekly).		
E.8	Counting of Honey filled units of bee hive (weekly).		
E.9	Counting of Mortality rate of the bees (weekly).		
E.10	Providing water in Footh rest bowl of the bee box stand (Every day).		
E.11	Procurement of small articles required for research from stores / market / farms.		
E.12	Recording of observations on meteorological condition & other abiotic factor (Daily).		
E.13	Maintaining of records of research / data / correspondences etc. (Daily).		
E.14	Assisting in laboratory work on honey bee (Daily).		
6)	LAND AND WATER MANAGEMENT ACTIVITIES:-		
F.1	Design and Development of Nozzle		
F.2	Assistance work in design of proto types nozzles at various stages at different fabrication process		
F.3	Assistance work in indoor testing/out door testing of nozzles		
F.4	Cleaning and maintenance of lab. (indoor premises)		
F.5	Assistance work in testing (indoor and outdoor) of pressurized irrigation nozzles/system.		
F.6	Operating and maintenance of pressurized irrigation system for field testing.		
F.7	Fabrication of nozzles from plastic injection moulding machine.		
F.8	Operating of tubewell for water supply during lab and field testing		
F.9	Fabrication development and layout of pressurized irrigation system.		
F.10	Any other miscellaneous work related to fabrication/testing/ development		