

DEVELOPMENT DEPARTMENT(HQ)

Manual- 4 **Norms set for the discharge of functions** **Section 4(1)(b)(iv)**

Details of norms and standards set out can be given in respect of various activities. Some of the norms are indicated below as an illustration “DDC, Competent Illustration:

ILLUSTRATION

Norms set for the discharge of functions are not applicable as proposals /issues of licenses etc. are dealt at the level of units and required information is available in their respective manuals.

I. Animal Husbandary Unit

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Norms set for the discharge of functions

The department provides physical services in the form of treatment of animals. The time taken depends upon the type of the animals and the disease it is suffering from. Hence, no time frame / norms can be fixed.

Annual Physical Achievement for the year 2020-21 (Animal Husbandry) GNCT Delhi

S. No.	Physical Targets 2020-21	Target	Annual Achievement of <u>2020-2021</u>
1	2	3	5
1.	Treatment of Sick Animals	6.00 lacs	511562
2.	Vaccination against Haemorrhagic Septicaemias and FMD Disease	HS-2.5Lakh (1time) FMD-2.5 lakh(2times on 6 months interval))	29503 170950
3.	Artificial Insemination with Frozen Semen	25000	00
4.	Anti-Rabies Vaccination of dogs DHLPPi	100000 ----	46084 18593
5.	Treatment of Sterility Cases	25000	19258
6.	Laboratory Test Conducted	--	4081
7.	Animal Husbandry Training-Cum-Treatment Camps at village Level	50	05
8.	Training to SC/ST Candidates in Modern Poultry Farming	50	00
9.	Animals to be benefited in Gosadan	22000	17600
10.	Post Mortem Conducted (Vetro-legal)	--	58
11.	Cases attended under DACP Act.	--	06

Annual Physical Achievement for the year 2020-21 (S CP for SC/ST)

S.No.	Name of Sector/Scheme	Unit	Physical Targets under SCP	Target	Annual Achievement <u>2020-2021</u>
1	2	3	4		6
1	Improvement of Vety. Services and Contagious Diseases	Nos.	Sick animals cases to be treated	120000	102312
			HS	50000	5919
			FMD	100000	34186
			Treatment of sterility cases	5000	3851

Physical Achievement for the Month of March, 2026 (Animal Husbandry Unit) GNCT Delhi

Serial No.	Physical Targets 2025-26	Target	Achievement during the Month of March, 2026	Achievement up to the Month of March, 2026
1.	2	3	4	5
1.	Treatment of Sick Animals	6.00 lacks	47461	540215
2.	Details of Vaccinations	Hemorrhagic Septicemia (HS)	1.3 Lakh (1time)	1500
		Foot & Mouth Disease (FMD)	2.5 lakh (1.25 lakh at 6 month interval x 2)	7034
		Brucellosis	0.10 Lakh	42
		Anti-Rabies Vaccination of dogs (ARV)	2.00 Lakh	8874
		DHLPPi	As presented	1819
		Lumpy Skin Disease (LSD)	0.60 lakh	200
		PPR Vaccination	0.10 lakh	00
3.	Artificial Insemination with Frozen Semen	10000	99	1108
4.	Treatment of Sterility Cases	10000	1783	15833
5.	Laboratory Test Conducted	3000	34	1225
6.	Animal Husbandry Training-Cum-Treatment Camps at village Level	50	02	14
7.	Animals to be benefited in Gosadan	21500	1237	20318*
8.	Post Mortem Conducted (Vetro-legal)	As presented	01	28
9.	Cases attended under DACP Act.	As presented	00	00

Animal benefited in Gosadan as on 01.03.2026 = 20171
 No. of Animal Added during the month = (+) 1237
 No. of Animal dead during the month = (-) 1090
Total no. of Animal benefited during this month = 20318*

Physical Achievement for the Month of March, 2026 (SCP for SC/ST)

Serial No.	Name of Sector/Scheme	Unit	Physical Targets under SCP	Target	Achievement during the month March, 2026	Achievement up to the month of March, 2026
1	2	3	4		5	6
1	Improvement of Veterinary Services and Contagious Diseases	Nos.	Sick animals cases to be treated	120000	9492	108043
			HS	26000	300	7868
			FMD	50000	1407	25939
			A.I.	2000	20	222
			Treatment of sterility cases	2000	357	3168

I. AGRICULTURE UNIT

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Norms set for the discharge of functions

[Section 4(1)(b)(iv)]

Details of norms and standards set out can be given in respect of various activities. Some of the norms are indicated below as an illustration:

S.No.	Activity	Time Frame/Norm	Remarks
1	Diary of letter	5 minute per letter	Registered dak including entry in messenger book
2	Dispatch of letter	5 minute per letter	
3	Issue of manufacturing certificate of fertilizers	within 7-10 days	
4.	Issue of sale licence of fertilizers and seeds	within 7-10 days	
5.	Seed certification	As per specified procedure	

The department provides specialized services in the form of advice and problem solving solutions and follow-up. The time taken depends upon the kind of problem/advice. Hence, no time frame/norms can be fixed.

II. ASSTT. SOIL CHEMIST

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Norms set for the discharge of Functions

The Deptt. Provides the physical services in the form of testing of soil and water samples for Agriculture purpose and provide the testing recommendation report with in 4 days and laying out of D. Plots in Block level is undertaken as soon as possible with time frame.

III. PLANT PROTECTION UNIT

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Norms set for the discharge of functions

There is no time frame for providing technical services to the visitors as it is being given on sport. However, in case of license time schedule has already prescribed to issue with 15 days.

II. Rural Development Department

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Norms set for the discharge of functions

The department implements schemes for IDRUV and Mini Master Plan. The Delhi Village Development Board recommends the schemes placed before it. On issue of sanction the Irrigation & Flood Control Department implements and executes the schemes. The Irrigation & Flood Control Department has to implement the same within the prescribed time limit of each project.

IV. D.S.P.C.A.

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Norms set for the discharge of functions

The Society provides physical services in the form of treatment of animals. The time taken depends upon the type of the animals and the disease it is suffering from. Hence, no time frame / norms can be fixed.

Apart from above the Society also caters the animals deposited to it as case property.

The Enforcement team of the Society, as and when required promptly reaches the spot and takes up corrective measures as per the norms of PCA Act and Rules.

An Veterinary Officer is appointed by A.H. Unit of Development Department at the Infirmary of the Society who looks after the well being of case property animals as well as the rescued animals.