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JOB CHART FOR ADDITIONAL VETERINARY ASSISTANT SURGEON / JUNIOR VETERINARY OFFICERS POSTED IN BLOCK AREA.

1. The Additional Vety. Asst. Surgeon / Jr. Vety. Officers will have Head quarters at the Vety. Dispensary of the Block and held his office there. His area of operation will exclude the Gram Panchayat where the block Head Qrs. is locate.
The Addl. Vety. Asst. Surgeon / Jr. Vety. Officer, while at Head qrs. shall sit with the Vety. Asst. Surgeons of the dispensary so that both of them are conversant with each others work.
2. He will act as the Animal Husbandry extension Officer for all Animal Husbandry extension programmes undertaken in the block area concerning development of cattle sheep goat, pig poultry and duck including cultivation of cattle fodder and its promotion in the blocks area irrespective of the sources of financing.
3. The Addl. Vety. Asst. Surgeon / Jr. Vety. Officer in the block are will be responsible for providing health ~~over~~ cover to the livestock of the block by planning and Co-ordinating a systematic preventive inoculation programme against various contagious diseases for which the requirement of different biologicals will have to be assessed in consultation with the Livestock Inspectors of the Aid centre falling in his area. The Vety. Asst. Surgeon or the Head Qrs, however will indent, procure, store and arrange distribution of the vaccines to field institutions.
4. ~~He will~~ He will inspect the livestock aid centres and ~~is all~~ conduct physical verification of stock at half yearly intervals at these centres and recommend repair and discard of such articles equipments as may be need repair and /or discard.
5. He will work under the direct administrative control of the Dist. Animal Husbandry and Vety. Officer / Addl. Dist. Vety. Officers (now Sub-divisional Vety. Officer) who is to supervise his work and give him technical guidance.
6. He will submit duplicate copies of his tour programme, at least seven clear days before the month ends to the dist. Animal Husbandry and Vety. Officers of the respective district for approval. A copy be also submitted to the concerned project Director of the S.F.D.A. / M.F.A.L. / T.D.A. / D.P.A.F. / I.T.D.A. if any operating in the district for infomation.
7. The Addl. Vety. Asst. Surgeon / Jr. Vety. Officer, will submit his tour diary alongwith P. . Bills to the concerned Dist. Animal Husbandry and Vety. Officers (now S.D.V.O) to reach the letter latest by the 7th day of the month failing the month to which the tour diary / P. . bill relates for countersignature. He will also submit copy of his tour diary pertaining to various programme to the concerned project Directors of S.F.D.A. / M.F.A.L. / T.D.A. / D.P.A.P / I.T.D.A. if any for his information.

P.T.O.

8. The application for grant of casual leave to the Addl. Vety. Asst. Surgeon/Jr. Vety. Officer is to be submitted by Addl. Vety. Asst. Surgeon/Jr. Vety. Officer to the respective district Animal Husbandry and Vety. Officer now (S.D.V.O) will in advance of availing the same and except in very exceptional emergent cases. The Dist. Vety. Officer shall have in full powers to grant casual leave or special casual leave and restricted holidays to the Addl. Vety. Asst. Surgeon/Jr. Vety. Officer.
9. The Addl. Vety. Asst. Surgeon/Jr. Vety. Officer shall should tour for at least a period of 20 (twenty) days during a month with atleast 8-10 night halted in camps.
10. In the special agencies created in the dist. for various development programmes the Addl. V.A.S./Jr. Vety. Officer, shall:-
 - a). Identify and motivate beneficiaries for involving them in the programme.
 - b). Act as a liason between the project, Director/S.D.V.O. and look to the execution of the various A.H. fodder cultivation programmes undertaken including such programme like special livestock producing projects e.g. calf rearing project, Poultry and Piggery development project integrated with village development programme with cross breeding and operation flood programme.
 - c). will act as a member in the committee constituted in the special agency concerned for purchase of livestock e.g. Dairy/cattle working bullock/goats/sheep/pig etc. and see to their proper distribution to the beneficiaries.
 - d). will arrange to provide a health and breeding cover to the animals procured for and supplied to beneficiaries rules loan and subsidy programme.
 - e). Shall submit returns and reports monthly, quarterly half yearly and annually as may be prescribed from time to time to the respective district, Vety. Officer, (S.D.V.O) with a copy to be endorsed to the Project Director of the Spl. Project or such other officers in respect of concerned projects for his information.
 - f). Shall maintain and/or caused to be maintained such registers and data in respect of special programme like Development of Dairy cattle/crossbred calves, goats, pig, sheep poultry and duck taken up in the Block and for periodical assessment or review of the programmes. He should be fully acquainted with the programme of A.H. extension undertaken in the Block area.
 - g). Shall monitor organise and arrange to register primary producers Co-operative societies of dairy farmers and Poultry keepers in the area of operation and shall keep liase with the financing banks for regulating easy flow of credit to farmers for undertaking various livestock Development projects.

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h). Shall attend meetings or seminar organised by the special project agencies under the explicit order of the Dist. Vety. Officer (Not S.D.V.O) and he will organise meetings and group discussions of farmers in his area and recommend names of farmers for study trips and farm visit to the respective S.D.V.O's .

i). Shall attend to any job in respect of A.H. Extension programmes as may be entrusted by the Project Director concerned.

11. The Addl. Vety. asst. Surgeon/Jr. Vety. officers will attend cattle epidemic most promptly and organise to control its spread by undertaking preventive vaccination work to cordon off the affected village. The following vaccination schedule programme may be observed for routinised innoculation work with the help of the Livestock Inspectors of the area.

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| April-June. | ... H.S. and B.Q. |
| October-December. | ... H.S. and B.Q. |
| November-March. | ... R.D. and Fowlpox. |
| December-February. | ... Rinderpest. |

Foot and moth disease vaccination of all crossbred female calves on 50% subsidy of the total cost be organised in a systematic manner.

12. The Addl. V.A.S./~~Jr. V.A.~~ Junior Vety. Officer shall organise fairs/shows/meetings for disseminating the knowledge on modern technological advancement in Animal Industry and for dealing a sense of competition amongst farmers for taking up better stock keeping as a mode of life.

13. The Addl. V.A.S./Jr. Vety. Officer will remain in charge of the Head Qrs. Vety. Dispensary under order of the S.D.V.O. on such days when the V.A.S. in charge of the Dispensary be absent on leave or otherwise and he will attend to the dispensary duties on such other days when he is not out of station on tour.

14. The Addl. V.A.S./J.V.O. will motivate farmers in promoting fodder growing in their own land for which seeds, roots, cuttings/slips/sapplings and seedlings of seasonal fodder perennial grasses and fodder trees and milk kits be supplied to them in the season.

15. The Addl. V.A.S./J.V.O. working in the K.V. or I.C.D. Project areas shall under the advice of the S.D.V.O. and Cattle Development Officer respectively or any other officer authorised in his behalf undertake such jobs as may be assigned to him for furtherance of A.H. programme in the area concerned.

16. He may be assigned any such other job not indicated in the above paragraphs as may be decided by appropriate authorities from time to time.

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