

**Details of Duties and responsibilities of the staff 4(1) (a)**

**Name of the Office: Project Coordinating Unit (Small Millets), ICAR- AICRP on Small Millets, UAS, GKVK, Bengaluru.**

<b>S.No.</b>	<b>Employee Name</b>	<b>Designation</b>	<b>Duties and responsibilities</b>
<b>Teachers/ Scientists</b>			
1	Dr. Jayarame Gowda	Principal Scientist (PB)	i) Collection, evaluation, conservation of different small millets germplasm accessions and maintenance of database of all the accessions ii) Rejuvenation and supply of different small millets accessions to needy researchers in the country. iii) Development of high yielding varieties in Finger millet, Foxtail, Little, Proso and Kodo millet to suit at national and regional level. iv) Conducting of varietal evaluation trials viz., preliminary yield trial, station trial, state MLT and coordinated trial. v) Seed production- Nuclear seed production of all released varieties in small millets and monitoring of Breeder Seed Production. vi) Compilation and preparation of annual reports of small millets. vii) Any other work assigned by Project Coordinator.
2	Dr. T.S. Sukanya	Agronomist	i) Formulation of trials on agronomic investigation in Small Millets, monitoring of experiments and compilation of data. ii) Preparation of annual reports in agronomy division and presentation at annual workshop. iii) Laying out of agronomy experiments. iv) Implementation of FLD, compilation of data on FLD, preparation of progress report on FLD and presentation at workshop. v) Guidance to PG students vi) Any other work assigned by Project Coordinator.
3	Dr. K.B. Palanna	Pathologist	i) Formulation of trials, monitoring of experiments, compilation of data ii) Preparation of annual reports and presentation of results in the annual workshops.

			<p>iii) Laying out of plant Pathology trials of small millets</p> <p>iv) Guidance to P.G. students.</p> <p>v) Artificial disease screening for finger millet blast.</p>
4	Dr. Prabhu C. Ganiger	Entomologist	<p>i) Formulation of trials, monitoring of experiments, compilation of data</p> <p>ii) Preparation of annual reports and presentation of results in the annual workshops.</p> <p>iii) Laying out of plant Entomology trials of small millets.</p> <p>iv) Teaching P.G. courses and guidance to students.</p>
<b>Technical Assistants</b>			
1	Smt. Sujata Bhat	Technical Assistant	<p>i) Assisting in collection, maintenance, evaluation and creation of data base germplasm accession of different small millets.</p> <p>ii) Assisting in generation of breeding material and evaluation of transgressive segregation for desirable traits in- Finger millet, Little, Proso and Foxtail millet.</p> <p>iii) Assisting evaluation of genotypes in different trials namely preliminary yield trial, station trial, state multi location trial and coordinated varietal trial.</p> <p>iv) Assisting management and supervision of field operation and labours.</p> <p>v) Assisting characterization of candidate varieties for DUS traits in all small millets crops.</p> <p>vi) Assisting in maintenance of genetic purity of all released varieties in small millets.</p> <p>vii) Assisting statistical analysis of coordinated varietal trials, compilation and preparation of annual reports of small millets.</p> <p>viii) Any other works assigned by scientists.</p>
2	Dr. Nandini. C	Technical Assistant	<p>i) Assisting in collection, maintenance, evaluation and creation of data base germplasm accession of different small millets.</p> <p>ii) Assisting in generation of breeding material and evaluation of transgressive segregation for desirable traits in- Finger millet,</p>

			<p>Little, Proso and Foxtail millet.</p> <p>iii) Assisting evaluation of genotypes in different trials namely preliminary yield trial, station trial, state multi location trial and coordinated varietal trial.</p> <p>iv) Assisting management and supervision of field operation and labours.</p> <p>v) Assisting characterization of candidate varieties for DUS traits in all small millets crops.</p> <p>vi) Assisting in maintenance of genetic purity of all released varieties in small millets.</p> <p>vii) Assisting statistical analysis of coordinated varietal trials, compilation and preparation of annual reports of small millets.</p> <p>viii) Any other works assigned by scientists.</p>
<b>Non-Teaching</b>			
1	Smt. Hemalatha. K	Senior Assistant	<p>i) Maintenance of office accounts and administrative assistance to the Project Coordinator.</p> <p>ii) Maintenance of cash book, Service register, stock ledgers</p> <p>iii) Any other works assigned by Project Coordinator.</p>
2	Mr. M.G. Chandrashekar	Sr. Field Assistant	<p>i) Field management and assisting in layout of experiments and conducting of experiments as per the guidelines of the scientists.</p> <p>ii) Field and labours supervision, maintenance of DMS and assisting in preparation of labour bills.</p> <p>iii) Maintenance of records like field register, yield book, yield delivery note and others.</p> <p>iv) Cleanly maintenance of land allotted to project, field laboratory and taking care of seed produced for seed purpose.</p> <p>v) Assisting in taking field observation and post harvest observation, supervision of harvest, threshing, cleaning, drying of experimental produce.</p> <p>vi) Any other work assigned by the Superior Officers.</p>
3	Mr. B.M. Shankaraiah	Sr. Field Assistant	<p>i) Field management and assisting in layout of experiments and</p>

			<p>conducting of experiments as per the guidelines of the scientists.</p> <p>ii) Field and labours supervision, maintenance of DMS and assisting in preparation of labour bills.</p> <p>iii) Maintenance of records like field register, yield book, yield delivery note and others.</p> <p>iv) Cleanly maintenance of land allotted to project, field laboratory and taking care of seed produced for seed purpose.</p> <p>v) Assisting in taking field observation and post harvest observation, supervision of harvest, threshing, cleaning, drying of experimental produce.</p> <p>vi) Any other work assigned by the Superior Officers.</p>
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**Details of files maintaining at PC Unit(Small Millets), GKVK 4(1) (2)**

S. No.	Name of the File	S. No.	Name of the File	S. No.	Name of the File
<b>AICRP Centres</b>					
1	Berhampur	18	ADG (F&FC)	35	Project Vehicle
2	Athiyandal	19	Breeder Seed Production	36	Xerox Machine
3	Dholi	20	Project Coordinator (SM)	37	Equipments
4	Dindori	21	Annual Workshop Corrsp.	38	Stock Verification/ Dead Stock
5	Jagdapur	22	QRT Report	39	PPV & FRA DUS Project
6	Kolhapur	23	Monitoring Team Visits	40	Coordinating Trials
7	Mandya	24	NEH	41	Rewa
8	Waghai	25	CRP-Bio fortification	42	NFSM
9	Nandyal	26	ICRISAT	43	Hiriyuru
10	Ranchi	27	Trial Sub Plan (TSP)	44	Website
11	Ranichauri	28	ICAR Regional Committee	45	General Correspondence
12	Vizianagaram	29	XII Plan	46	CVRC
13	PC Unit, Bengaluru	30	EFC	47	ADR Reports
14	Voluntary Centres	31	Budget	48	Monthly Progress Report
15	AUC's of AICRP centres	32	Establishment of Teaching		
16	Frontline Demonstration (FLD)	33	Establishment of Non-Teaching		
17	Need Base Funds	34	Estate Office		

**Principal Scientist (PB)**  
**PC Unit (Small Millets), ICAR-AICPR on Small**  
**Millets, UAS, GKVK, Bengaluru- 560 065.**