

Training Course On Commercial Farm Management

Course Guideline



National Agriculture Training Academy

Gazipur-1701

www.nata.gov.bd

Training Course
On
Commercial Farm Management

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Course Management Team

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Contents

Sl. No.	Subject	Page
1	Introduction to NATA	1-2
2	Course at a glance	3
3	Course content	4
4	List of resource speakers	5
5	Training schedule	6-7
6	Faculty members	8-9

Introduction to National Agriculture Training Academy

1.1 The Academy

National Agriculture Training Academy (NATA) is the apex training institute for human resource development of officers (grade-9 and above) under the Ministry of Agriculture (MoA) for providing training on diversified fields of professional interest in agriculture sector. The Academy organizes various training programs related to modern agricultural technologies and office management issues throughout the year. The academy is established in Gazipur as Central Extension Resources Development Institute (CERDI) on 14 March 1975 with the financial assistance of Japan International Cooperation Agency (JICA). Afterwards, on 27 June 1984, CERDI was undertaken to the Training Wing of Department of Agricultural Extension (DAE), On 03 April 2013, Government of the People's Republic of Bangladesh abolished CERDI and established NATA as an independent organization of MoA and on 07 June 2014, NATA has been started its journey as a training academy.

After emergence as NATA, the Academy began its training functions with only 10 faculty members. Later on Government approved 184manpower strength but at present NATA has 84 staff members including 30 faculty members.

1.2 Vision

National Agriculture Training Academy becomes a center of excellence for developing competent human resources in agriculture sector.

1.3 Mission

We are pledged to achieve the shared vision through:

- i. Development of skilled human resources of all organizations under MoA by imparting quality training, research and development and publications;
- ii. Enhancement of linkage between education, research and extension to endow agriculture service delivery system;
- iii. Building a network with reputed institutions of home and abroad for organizational capacity development; and
- iv. Fostering a culture of continuous learning for development of knowledge-intensive agriculture service.

1.4 Functions

The NATA has been entrusted to perform the following functions:

- i. Develop skilled human resources of the government, semi-government, autonomous organizations under MoA through imparting training program on modern and sustainable agriculture technology and office management topics;
- ii. Transfer modern and sustainable agriculture technology developed by the research organizations obtaining higher yield of crops of the farmers;
- iii. Conduct demonstration, adaptive research and research of proven technologies;
- iv. Impart all sorts of in-service training with special emphasis on induction, foundation and senior staff course;
- v. Exchange publications, participants and resource persons in seminars, workshops, conferences and training among the stakeholders;
- vi. Advice government and other organizations on training, achieving food and nutrition security, ICT, transfer of agriculture technology, agro-based industries and conservation environments etc.;
- vii. Help government and policy makers in framing and analyzing agricultural policies;
- viii. Conduct different training activities of academy in consonance with provision of the public administration training policy, 2003; and
- ix. Perform all kinds of duties directed by the government.

1.5 Location of the Academy

The Academy is about 25 km away from the capital city Dhaka and 3 km away from Joydevpur Chandana Chowrasta towards Gazipur. It is located adjacent to Bangladesh Rice Research Institute (BRRI) and occupied 49 acres of land. The academy provides the trainees an ample scope to get free access to the adjacent institutions like Bangladesh Agriculture Research Institute (BARI), Bangladesh Rice Research Institute (BRRI), Seed Certification Agency (SCA), Bangabondhu Sheikh Mujibur Rahman Agricultural University (BSMRAU), Telecommunication College and other government offices in Gazipur.

1.6 Facilities

1.6.1 Physical Facilities

The Academy is well equipped with some physical facilities to run the training programs successful though it began its voyage recently. Existing facilities of the academy are as follows.

- Office building-2; Class room- 3; Laboratory (Subject wise technical); Plant protection museum- 1; Conference room- 1; Auditorium-1; Dormitory- 4; Cafeteria- 1; Greenhouse- 3; Workshop-1 and Mosque-1.

1.6.2. Digital Computer cum Language Lab. and IT facilities

There is one Digital Computer cum Language Lab in the Academy. It is located on the 1st floor of the Administrative building. IT facilities available include LAN and Wi-Fi and the whole campus under Wi-Fi coverage. To expedite foreign language learning, NATA set up a Digital Computer cum Language Lab. as part of the Academy's drive for capacity building of government officials. Participants can avail the opportunity of learning the foreign language while they stay in NATA.

1.6.3 Recreational Facilities

The Academy has a recreation room with color T.V in the dormitory. The daily newspapers are also available in recreation room for the participants.

1.6.4 Linkage with other Training Organizations

NATA maintains good relations with other training Academies in the country including BPATC, RPATC, BCS Administration Academy, BIAM, FIMA and so on. NATA has a plan to collaborate with international training institutes for improvement its human resources. NATA also collaborate with national research organizations for research in agriculture sector.

1.7 Evaluation

Course coordinator and asst. course coordinators are given the responsibility to evaluate the participants. The course is evaluated during pre and post training situation. Furthermore, the participants are given the chance to evaluate the resource speakers by using a prescribed format.

1.8 Sessions

Every day the session is started at 9.00 am in the morning and ends at 5:00 pm in the afternoon. There are two health breaks started at 10.30 am for snacks and 04.30 pm for tea as well as lunch with prayer break at 01.10 p m respectively. Participants are advised to attend the class in time without fail for avoiding any kinds of disciplinary action.

1.9 Norms to be followed during the training

- No casual leave is allowed during training period;
- Participants living in the dormitory are advised to follow the norms of the dormitory;
- The campus area is a "Non Smoking Zone". Participants are advised to refrain from smoking inside the Academy; and
- Participants are not allowed to enter the dormitory after 10:00 pm at night

Course at a Glance

Introduction

Dramatic changes are taking place in farming worldwide due to globalization, liberalization and rapid urbanization. As a result of this change, the small holder farm structure is rapidly transforming into a commercial farm. Such farm is being the integral part of industrial economy of Bangladesh which is controlled by the entrepreneurs instead of subsidy-dependent subsistent farmers. Therefore, appropriate management of a commercial farm is necessary for the farm owner/entrepreneurs to exploit maximum output through proper utilization of land and natural resources.

Farm management is the science and art of optimizing the use of resources in the farm component of farm-households. As technical know-how of the farmers is not enough, commercial farm management know-how and skills is recognized as important for farmers to effectively respond to present day farming challenges. Agricultural officers, researchers and farm managers are also called upon to provide services for efficient and effective farm management. Keeping this in mind and to enhance quality of better services of the agricultural officers/researchers in general, this knowledge sharing training course on Commercial Farm Management has been designed to enable them to work at the strategic level of management and leadership in the commercial environment of modern farming and agribusiness.

Course objectives

At the end of this training, participants will be able to:

- a) organize for developing and managing efficiently a commercial farms in agriculture;
- b) explain special practices for attaining higher productivity and profitability;
- c) perform economic analysis economically of agro-based commercial enterprises;
- d) advise on post-harvest technology and value addition activities for quality produces;
- e) enhance linkage with marketing channels for farm produces; and
- f) Contribute effectively in developing entrepreneurship in farming community.

Target population

Officers (9th to 4th Grade) of different organizations under ministry of Agriculture.

Duration of each session: 60 minutes.

Prerequisites of the course

- To attend in the training class in time;
- To be present at least 99% of the classes otherwise certificate may not be awarded;
- Maintain the norms in dormitory and cafeteria;
- Absent from any session is not allowed without prior permission from the course coordinator even in case of emergency
- Enthusiastic to learn and share ideas in training session.

Course Content

Sl. No.	Content
	Module - 1: Farm development and management
1.	Lesson 1: Agricultural transformation – the changing scenario of agricultural landscape
2.	Lesson 2: Farm development: Layout, management, records and crop selection
3.	Lesson 3: Farm planning, budgeting, personnel and risk management in a farm
4.	Lesson 4: Mechanization and profitable use of agricultural implements in a farm
	Module - 2: Economic management of important crops
5.	Lesson 1: Economic management of important commercially grown vegetables (tomato, brinjal, cucumber, bottle gourd, bitter gourd, country bean, cauliflower, etc.)
6.	Lesson 2: Economic management of important commercially grown exotic vegetables (broccoli, squash, carrot, salad crops, capsicum, etc.)
7.	Lesson 3: Economic management of important commercially grown fruits (mango, guava, papaya, jujube, lemon, banana, pineapple, water melon, etc.)
8.	Lesson 4: Economic management of important commercially grown exotic fruits (dragon fruit, multa, orange, straw-berry, avocado, rambutan, date palm, etc.)
9.	Lesson 5: Economic management of important ornamental flowers (lilium, gladiolus, gerbera, rose, tube rose, etc.)
10.	Lesson 6: Economic management of important commercially grown field crops and seed production business
	Module - 3: Profitability of special enterprises
11.	Lesson 1: Economic management of nursery enterprise
12.	Lesson 2: Post-harvest technology and profitable management of farm products
13.	Lesson 3: Profitability analysis in roof top gardening/agriculture
14.	Lesson 4: Profitability analysis in mushroom cultivation and processing
	Module - 4: Economic analysis in agriculture
15.	Lesson 1: Introduction to economic terms, data collection and data processing
16.	Lesson 2: Economic analysis of some agro-based commercial enterprises
17.	Lesson 3: Economics of production and marketing cost of major crops (with exercise)
	Module - 5: Supply & value chain management and marketing
18.	Lesson 1: Concept & importance of Good Agricultural Practices (GAP), structure of Bangladesh GAP and global GAP
19.	Lesson 2: Supply and value chain management of different agro-products
20.	Lesson 3: Export potential and criteria & procedure for export of horticultural crops
21.	Lesson 4: Marketing system of farm products: Principles, constrains and opportunities
	Module - 6: Entrepreneurship and business/project plan
22.	Lesson 1: Concept on development and scope of entrepreneurship in agriculture
23.	Lesson 2: Introduction to investment profile using RuralInvest tool kit (software)
24.	Lesson 3: Exercise on inserting field data into the RuralInvest tool
25.	Lesson 4: Exercise on case studies for preparing business plans using RuralInvest tool
26.	Lesson 5: Group works and presentation on preparing business plans/agriculture project using profile
27.	Assignment: Designing, planning and budgeting for a integrated commercial farm
28-30.	Field visit: Visit to commercial vegetable/fruit/flower farms.

Resource Speaker

Sl. No.	Name of speaker and Designation	Address	Mobile & e-mail
1	Dr. M. Sadrul Amin Rtd Dean & Professor	HSTU, Dinajpur	01988802253 sadrulamin47@gmail.com
2	Dr. Md. Shariful Islam DD (PRL)	DAE, Dhaka	01743051115 kbdshariful@gmail.com
3	Dr. Babul Chandra Sarker Chief Scientific Officer	Pomology Division, BARI, Gazipur	01716009319 bsarker_64@yahoo.com
4	Dr. Md. Durrul Huda Chief Scientific Officer	FMHT Division, BRRI, Gazipur	01719783558 mdurrulh@hotmail.com
5	Dr. M.A Goffar Principal Scientific Officer	Vegetable Division, BARI, Gazipur	01552442512 mgoffar@yahoo.com
6	Dr. Farjana Nasrin Khan Principal Scientific Officer	Floriculture Division, BARI, Gazipur	01910047191 khan_farjana@yahoo.com
7	Dr. Md. Mahmud Hasan DD (Horticulture)	NATA, Gazipur	01817066613 mahmudhassandae@gmail.com
8	Dr. Md. Jamal Uddin DD (Plant Pathology)	NATA, Gazipur	01712272859 jamaldae@yahoo.com
9	Dr. M. A. Monayem Miah Principal Scientific Officer	Agriculture Economics Division, BARI, Gazipur	01757739542 monayem09@yahoo.com
10	Dr. Nirod Chandra Sarker Deputy Director	Mashroom Devt. Institute, Savar, Dhaka	01552408152 nirod_chandra@yahoo.com
11	Dr. Abdul Awal Miah DD (Agronomy)	NATA, Gazipur	01718893734 awaldae1989@gmail.com
12	Dr. Md. Mahbub Alam Producer Organization Mobilization Specialist	Project Management Unit, NATP-2 Project, BARC, Dhaka	01753488788 mahbub@consultant.com
13	Dr. Md. Nazim Uddin Senior Scientific Officer	HRC, BARI, Gazipur	01715087383 nazim.68@gmail.com
14	Md. Mamunur Reza Assistant Director	Hort. Dev. Centre, BADDC, Gazipur	01911152367 rezamm.bd@gmail.com
15	Md. Taherul Islam, Project Director	Urban Agriculture. Prod. Support Project, DAE	01712685377 01533330501
16	Dr. Taslima Ayesha Aktar Nasrin Senior Scientific Officer	PHTS, HRC, BARI	01751904470 taanasrin@gmail.com
17	Md. Shahinul Islam Sr. AD (Field Crop Pest)	NATA, Gazipur	01745997741 shahinul_bsmrau02@yahoo.com

Training Schedule

Date: 15/11/2020 (Day-1)

Day: Sunday

Time	Topic/Session	Speaker/Facilitator
09:00 - 09:15	Registration	Sumaya Sarmin, Pub. Officer, NATA
09:15 - 09:35	Pre-evaluation test, training expectation and norms	Md. Aklimuzzaman, Sr.AD, NATA
09:35 - 09:45	Inaugural ceremony	DG/Director/Faculty members
09:50 - 10:50	Agricultural transformation – moving from subsistence to commercial agricultural	Dr. M. Sadrul Amin, Rtd Dean, HSTU, Dinajpur
10:50 - 11:10	Tea Break	
11:10 - 12:10	Farm planning, budgeting, personnel and risk management in a farm	Do
12:15 - 01:15	Farm development: Layout, management, records and crop selection	Dr. Md. Shariful Islam, DD (PRL), DAE, Dhaka
01:15 - 02:30	Prayer & Lunch	
02:30 - 03:30	Economic management of important commercially grown fruits	Dr. Babul Chandra Sarker, PSO & Head, Pomology Div., BARI, Gazipur
03:30 - 04:45	Economic management of important commercially grown exotic fruits and ornamental flowers	Do

Date: 16/11/2020 (Day-2)

Day: Monday

Time	Topic/Session	Speaker/Facilitator
09:15 - 09:35	Review of previous day	Md. Aklimuzzaman, Sr.AD, NATA
09:35 - 10:35	Mechanization and profitable use of different agricultural implements of a farm	Dr. Durrul Huda CSO, FMHT Division, BARI
10:35- 11:00	Tea Break	
11:00 - 12:00	Economic management of important commercially grown vegetables	Dr. Goffar, PSO Vegetable Division, BARI, Gazipur
12:10 - 01:10	Economic management of important ornamental flowers (lilium, gladiolus, gerbera, rose, tube rose, etc.)	Dr. Farjana Nasrin Khan, PSO, Floriculture Division, BARI, Gazipur
01:10 - 02:20	Prayer & Lunch	
02:20 - 03:20	Economic management of nursery enterprise	Dr. Md. Mahmud Hasan DD (Horticulture), NATA
03:20 - 04:20	Concept & importance of Good Agricultural Practices (GAP), structure of Bangladesh GAP and global GAP	Do
04:20 - 05:10	Social Safety Net	Dr. Md. Jamal Uddin, DD (Plant pathology), NATA

Date: 17/11/2020 (Day-3)

Day: Tuesday

Time	Topic/Session	Speaker/Facilitator
09:15 - 09:35	Review of previous day	Sumaya Sarmin, Pub. Officer, NATA
09:35 - 10:35	Introduction to economic terms, data collection and data processing	Dr. Md. Monayem Miah, PSO, Agil. Economics Div., BARI, Gazipur
10:35- 11:00	Tea Break	
11:00 - 12:00	Economic analysis of some agro-based commercial enterprises	Do
12:10 - 01:10	Economics of production and marketing cost of major crops (with exercise)	Do
01:10 - 02:30	Prayer & Lunch	
02:30 - 03:40	Profitability analysis in mushroom cultivation and processing	Dr. Nirod Chandra Sarker, DD Mashroom Devt. Institute, Savar
03:40 - 04:50	Profitability analysis in rooftop gardening/agriculture	Md. Kabir Hossain, Director, Horticulture Wing, DAE, Dhaka

Date: 18/11/2020 (Day-4)**Day: Wednesday**

Time	Topic/Session	Speaker/Facilitator
09:15 - 09:35	Review of previous day	Md. Aklimuzzaman, Sr.AD, NATA
09:35 - 10:35	Supply and value chain management of different agro-products	Dr. Md. Mahbub Alam Producer Organization Mobil. Specialist, NATP-2 Project, BARC
10:35- 11:00	Tea Break	
11:00 - 12:00	Marketing system of farm products: Principles, constrains and opportunities	Do
12:10 - 01:10	Potentials of organic and safe production as commercial means	Dr. Md. Nazim Uddin, SSO, HRC, BARI, Gazipur
01:10 - 02:20	Prayer & Lunch	
02:20 - 03:20	Poly/tunnel house and green house cultivation technology	Md. Mamun Reza, AD, Hort. Dev. Centre, BADC, Gazipur
03:20 - 04:20	Economic management of important commercially grown field crops and seed production business	Dr. Abdul Awal Miah, DD (Agronomy), NATA
04:20 - 05:10	SDGs (Sustainable Development Goals)	Dr. Md. Jamal Uddin, DD (Plant pathology), NATA

Date: 19/11/2020 (Day-5)**Day: Thursday**

Time	Topic/Session	Speaker/Facilitator
08:30 - 08:40	Review of previous day	Sumaya Sarmin, Pub. Officer, NATA
08:40 - 09:40	Post-harvest technology and profitable management of farm products	Dr. Atiqur Rahman, Post-harvest Technology Management Specialist, NATP-2, Hortex Foundation, Dhaka
09:40 - 10:40	Export potential and criteria & procedure for export of horticultural crops	Do
10:40 - 11:00	Tea Break	
11:00 - 12:00	Introduction to investment profile using Rural Invest tool kit (software)	Md. Shahinul Islam Sr.AD (Field Crop Pest), NATA
12:00 - 01:00	Exercise on inserting field data into the Rural Invest tool	Do
01:00 - 01:25	Post-evaluation and course evaluation	Course Coordinator and Asst. Course Coordinator
01:25 - 02:30	Prayer & Lunch	
02:30 - 03:30	Awarding certificate and closing	DG/Directors/Faculty Members

NATA FACULTY MEMBERS

Photo	Name & Designation	Phone/Cell/ E-mail
	Dr. Md. Abu Sayeed Miah Director General (In-charge)	01712-024623 sayeedplp@gmail.com
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