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F.No.9-1/2024- Organic Farming (141660)

भारत सरकार / Government of India

कृषि एवं किसान कल्याण मंत्रालय / Ministry of Agriculture and Farmers Welfare  
कृषि एवं किसान कल्याण विभाग / Department of Agriculture & Farmers Welfare  
(समेकित पोषण प्रबंधन प्रभाग) / (Integrated Nutrient Management Division)

Room No.434, 4<sup>th</sup> Floor, Krishi Bhawan,  
New Delhi-110001, dated the 28/05/2024

To,

All State Nodal Officers  
(Assam, Arunachal Pradesh, Meghalaya, Manipur, Mizoram, Nagaland,  
Sikkim, Tripura)

**Subject: Scheme guidelines of Mission Organic Value Chain Development for North Eastern States (MOVCDNER) Scheme under Krishonati Yojna implemented by the Department of Agriculture and Farmers Welfare, Government of India - regarding**

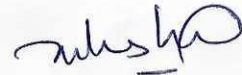
Madam/Sir,

I am directed to forward herewith the revised guidelines of Mission Organic Value Chain Development for North Eastern States (MOVCDNER) Scheme under Krishonati Yojna, duly approved by the competent authority, for information/compliance.

2. These guidelines would be applicable to the FPOs/Area and all activities sanctioned under Phase-IV of the MOVCDNER.

**Enclosed: Guidelines of MOVCDNER Scheme.**

Yours faithfully,



(M.K. Mishra)

Director (Organic)

Telephone No. 011-23074238

Email: mrityunjaya.m@nic.in

Copy to: -

1. The Secretary, DONER, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi-110011.
2. Joint Secretary, DONER, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi-110011.
3. CMD, North Eastern Development Finance Corporation Ltd (NEDFi), NEDFi House, GS Road, Dispur, Guwahati, Assam, PIN-781006.
4. PPS to JS (INM), DA&FW, Krishi Bhawan, New Delhi.
5. Dr. Gagnesh Sharma, Director, NCONF, Kamala Nehru Nagar, Hapur Road, Gaziabad, Uttar Pradesh. PIN-201002.
6. Shri Mukunda Murthi Rao, PMU- MOVCDNER
7. Guard File.





# **OPERATIONAL GUIDELINES**

**MISSION ORGANIC VALUE CHAIN  
DEVELOPMENT FOR NORTH EASTERN  
REGION (MOVCDNER)  
A Sub-scheme under  
Krishonnati Yojana**

**May 2024**

**Phase IV onwards**

**Integrated Nutrient Management Division,  
Department of Agriculture and Farmer's  
Welfare, Krishi Bhavan,  
New Delhi – 110 001**

# **Mission Organic Value Chain Development for North Eastern Region (MOVCDNER)**

## **1. Background**

Realizing the potential of organic farming in the North Eastern Region of the country Ministry of Agriculture and Farmer Welfare launched a **Central Sector Scheme, now a Centrally Sponsored Scheme (with 100% GoI share)**, titled “**Mission Organic Value Chain Development for North Eastern Region (MOVCDNER)**” for implementation in the states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura, during the 12<sup>th</sup> plan period with an allocation of ₹ 400 crore. The scheme aimed at the development of certified organic production in value chain mode to link growers with consumers and to support the development of the entire value chain starting from inputs, seeds, and certification, to the creation of facilities for collection, aggregation, processing marketing, and brand building initiatives.

Since the scheme was in value chain mode, it has been able to create concentrated production clusters of specific commodities with necessary postharvest infrastructure and market linkages. All these clusters were targeted for export focus crops and certified under National Programme for Organic Production (NPOP) which is a third-party certification process.

Three phases of MOVCDNER have been concluded covering 1.79 lakh ha and 379 FPOs. The phase IV of the scheme will cover an additional 50,000 ha and 100 FPOs.

## **2. Objectives**

The mission aims at development of crop commodity specific organic value chain and address gaps in organic crop production, wild crop harvesting, organic livestock management and processing handling and marketing of organic agricultural products in north eastern states through:

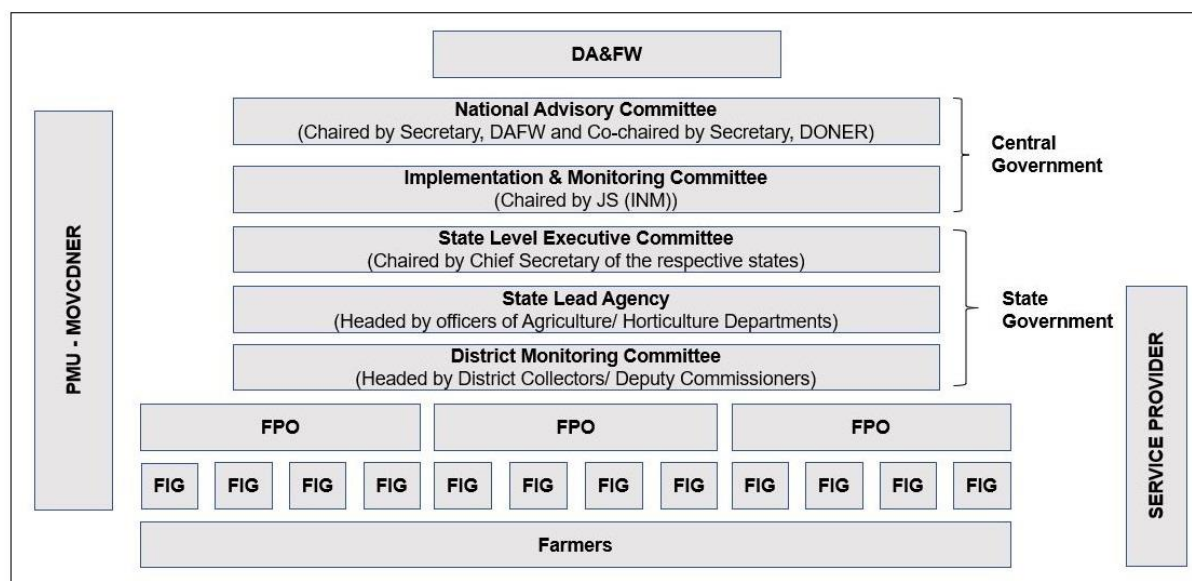
- i. Developing crop specific organic production clusters with necessary infrastructural, technical and financial support.
- ii. Facilitating partnership between farmers and organic businesses: Local enterprises and / or Farmer Producer Companies based on back-to-back long-term trade relations with clients in domestic and export markets.
- iii. Providing enabling environment for project initiatives and development programs with necessary support for organic value chain development and create market access.



- iv. Empowering producers with program ownership by organizing them into FIGs with the final aim to federate into farmer producer organizations/ companies.
- v. Replacing conventional farming/subsistence farming system into local resource based, self-sustainable, high value commercial organic enterprise.
- vi. Providing training and consistent support to farmers on organic farming methods at farmer, FIG and FPO levels to enhance the quality and productivity while facilitating market access for improved price realisation.
- vii. Developing commodity specific commercial organic value chain under integrated and concentrated approach with end-to-end facilities for production, processing, storage and marketing.
- viii. Creating organic parks/zones that come equipped with facilities that support collection, aggregation, value addition, processing, storage, and market-linkages for specific commodities that require high-end technological investment.
- ix. Develop NER products as brands/labels through brand building and facilitating stronger marketing access under the ownership of growers' organizations/ companies.
- x. Creating state specific lead agency (Organic Commodity Board or Organic Mission) for coordinating, monitoring, supporting and financing the development and operationalization of entire value chain.

### 3. Institutional Framework at National, State and District level

The MOVCDNER will be implemented in a Mission mode. The Mission structure at the Government of India level will comprise of National Advisory Committee (NAC), Implementation & Monitoring Committee (IMC) and Mission Head Quarter at DA&FW, New Delhi.



### 3.1. National Advisory Committee (NAC)

The National Advisory Committee for Mission Organic Value Chain for North Eastern Region (NAC-MOVCDNER) shall be the overall policy-making body giving directions and guidance to the Mission and shall monitor and review its progress and performance. The NAC-MOVCDNER is empowered to:

- i. Formulate implementation policies, and operational guidelines.
- ii. Amend the operational guidelines.
- iii. Allow inter-component flexibility among various scheme components.
- iv. Approve new components within the overall budget ceiling of the Mission.
- v. The Chairperson NAC-MOVCDNER is empowered to decide on file subject to ratification by the NAC-MOVCDNER.
- vi. The NAC-MOVCDNER is also empowered to amend/ modify the decisions taken by the IMC.

The NAC-MOVCDNER shall meet at least once a year. The Chairperson NAC-MOVCDNER may nominate more members to the committee from time to time.

The composition of the NAC-MOVCDNER is as follows:

1	<b>Secretary, DA&amp;FW</b>	<b>Chairperson</b>
2	<b>Secretary, DoNER</b>	<b>Co-Chairperson</b>
3	Secretary, Ministry of Rural Development*	<i>Member</i>
4	Secretary, Ministry of Food Processing Industries*	<i>Member</i>
5	Secretary, Department of Commerce*	<i>Member</i>
6	Secretary, Department of Micro, Small and Medium Enterprises*	<i>Member</i>
7	Secretary, Department of Animal Husbandry, Dairying & Fisheries*	<i>Member</i>
8	Secretary, NEC	<i>Member</i>
9	Secretary, DARE and Director General, ICAR*	Member
10	Secretary, DSIR and Director General, Council of Scientific & Industrial Research*	<i>Member</i>
11	Additional Secretary and Financial Advisor, DA&FW	Member
12	Additional Secretary (INM), DA&FW	Member
13	Agriculture Commissioner, DA&FW	Member
14	Horticulture Commissioner, DA&FW	Member
16	Chairman and Managing Director, NABARD*	<i>Member</i>
17	Chairman, APEDA	<i>Member</i>
18	Joint Secretary (Extension), DA&FW	Member

19	Joint Secretary (Horticulture), DA&FW	Member
20	Joint Secretary (Marketing), DA&FW*	Member
21	Joint Secretary (RKVY), DA&FW *	Member
22	Dy. Director General (NRM), ICAR	Member
23	Secretary/ Commissioner of Agriculture/ Horticulture of two states in rotation	Member
24	Joint Secretary (INM)	Member Secretary

\* or their nominees

### 3.2. Implementation & Monitoring Committee (IMC)

The Implementation & Monitoring Committee (IMC) of the MOVCDNER headed by the Joint Secretary (INM) is responsible for the effective implementation of the Mission.

- i. IMC is empowered to consider the state action plan and approve proposals/projects as per approved norms, issue necessary clarification on the implementing issues and guidelines and approve the SLA for receiving the funds.
- ii. IMC shall also periodically review the progress and state of implementation and appraise the NAC from time to time.
- iii. The Chairperson of IMC may nominate more members to the committee as per requirement.
- iv. The Chairperson of the IMC is empowered to take decisions on file subject to ratification by the IMC.
- v. The IMC shall meet quarterly or more frequently as per the requirement to sanction and review the implementation.
- vi. IMC shall be assisted by technical experts for the implementation of the Mission, if required.
- vii. The IMC shall also have the responsibility to ensure collaboration among various line Departments at the centre/State to achieve the desired goals.
- viii. The IMC is empowered to constitute monitoring teams, constitute third party evaluations, review the progress and state of implementation and requisition the services of technical experts.

The Implementation & Monitoring Committee shall meet quarterly and comprise of following members:

<b>1</b>	<b>Joint Secretary (INM), DA&amp;FW</b>	<b>Chairperson</b>
2	Director DONER	Member
3	Principal Coordinator NPOF, IIFSR, Modipuram	Member
4	Director, NCONF	Member
5	Director of Agriculture from NER States (2 Nos by rotation)	Member
6	Heads of State Lead Agency/ Mission (2 Nos by rotation)	Member

7	Head of Project Management Team	Member
8	Director/ Additional Commissioner (INM)	Member Secretary

### 3.3. Project Management Team (PMT)

The INM division should establish PMT consisting of administrative specialists to provide support towards monitoring and implementation of the scheme. The PMT should include:

S. No.	Resource	Count
1.	National Consultant/ Advisor	1
2.	Consultant	1
3.	Jr. Production Officer	1
4.	Jr Marketing Officer	1
5.	Office Manager	1
6.	Accounts Officer	1
7.	IT Professional	1

### 3.4. Project Management Unit (PMU)

Mission Monitoring Committee at its discretion shall deploy a Project Management Unit (PMU) comprised of professional experts from the field of FPO handholding, market linkage experts, logistics management experts, and capacity-building experts, IT, etc needed to support end-to-end value chain, to be stationed with DA&FW and in the NE states. The PMU shall have the following responsibilities:

- i. Evaluate the implementation of the scheme and report to JS (INM) regularly.
- ii. Support states as per performance in developing Annual Action Plans and its roll out by different stakeholders including SPs and DLMCs
- iii. Provide technical inputs and support for scheme implementation by stakeholders
- iv. Closely liaison with DLMCs for collecting feedback and support scheme implementation.

### **3.5. MISSION IMPLEMENTATION STRUCTURE AT STATE LEVEL**

#### **3.5.1. State-Level Executive Committee (SLEC)**

SLEC may be constituted by respective State Governments under the Chairpersonship of Chief Secretary and comprising of representatives from departments and other stakeholders, including departments of Animal Husbandry, Dairy, Fisheries, Horticulture, Agriculture Marketing, Food Processing Industries, Rural Development, Skill Development, Micro, Small & Medium Enterprises as well as representatives from ICAR, CAU, SAUs and research institutions. The above structure is indicative and at the discretion of the state, any existing structure working as SLEC for other schemes headed by the *Additional Chief Secretary/ Principal Secretary/ Agriculture Production Commissioner* can also be considered.

SLEC shall be the sole responsible body for the effective implementation of the mission objectives, judicious utilization of sanctioned funds and ensuring necessary credit flow for infrastructure creation. SLEC shall also be responsible for the creation/ nomination of SLA and provide necessary authorization/ sanction for implementation and utilization of funds through SLA. The SLEC is also authorized to approve inter-componential changes in budgetary utilization, which needs to be intimated to DA&FW subsequently. The meeting of the SLEC should be held once in every six months and review performance of SLA, SP, FPOs. SLEC should also conduct monitoring & evaluation of the scheme within the state.

#### **3.5.2. State Lead Agencies (SLA) in the form of Organic Mission/ Organic Commodity Board**

The SLA in the form of Organic Mission/ Organic Commodity Board shall be a dedicated agency for the implementation of the scheme within the state with its State Nodal Account in PFMS by 1.04.2024 to enable fund flow from DA&FW.

States can also name any of the existing state agencies as SLA, but the implementation of the mission will be managed through a dedicated nodal officer and hired manpower (on contract), specifically for the mission management and implementation.

SLA will be the nodal agency for the implementation of mission components and for ensuring the effective realization of mission goals. Responsibilities include (but not limited to):

- i. Developing Annual Action Plans (AAP), in coordination with District Level Monitoring Committees, and Organic Value Chain development strategy for the state.



- ii. Receiving the funds as per sanction and coordination with DA&FW.
- iii. Planning the implementation process and identification of commodities, clusters, areas etc.
- iv. Coordinating the recruitment of facilitation agencies/service providers for FPO/FPC formation. The process should follow a clear and transparent procedure, ensuring only the best performers are selected. The committee responsible for selecting these facilitation agencies should be chaired by the Secretary/ Commissioner of Agriculture/Horticulture, while the role of Member-Convener of the Committee should be undertaken by the head of SLA.
- v. FPO handholding, training, Internal Control System (ICS) management, documentation and third-party certification of crop production, marketing of produce and infrastructure development. *The roles and responsibilities of Service Providers (SPs) are indicated in **Annexure – 2**.*
- vi. Monitoring of activities of SPs towards scheme implementation and timely completion.
- vii. Monitoring the business performance of FPOs and handholding them towards sustainability and towards exporting their produce.
- viii. Facilitating tie-ups with commercial enterprises and entrepreneurs for setting up of value addition infrastructure and backward linkages with FPOs.
- ix. Facilitating credit linkages for FPOs and entrepreneurs to enable business operations and expansion.
- x. Engaging professional agencies for activities like branding, labelling, packaging, publicity, and certification of processing units
- xi. Organize seminars/ conferences, workshops, Buyer-seller meets, Auction meetings and festivals to promote organic products of the state and for capacity building of beneficiaries.
- xii. Facilitate consumer awareness and information dissemination through publicity, printed literature, films and local advertisements.
- xiii. Facilitate establishment of necessary enabling infrastructure viz., pesticide residue testing lab, common facility centres, input production units, etc.
- xiv. Facilitate marketing of organic produce through direct retail, farmer markets, online retail chains, tying up with domestic retail chains, exporters, etc.
- xv. Convergence with state and central government schemes such as SMAM, MIDH, PDMC, AIF, FSSAI etc. & programs of international development financing institutions for greater optimization.
- xvi. Coordinate with central and state research institutions to enhance productivity and product quality.

- xvii. Consolidate AAP from DLMCs for submission for SLEC approval and coordinate with effective implementation of the scheme.

### **3.5.3. District Level Monitoring Committee (DLMC)**

Monitoring of the scheme at the district level and effective coordination among the stakeholders are critical for real success of the scheme and benefit to the farmer members as envisaged. Therefore, a District Level Monitoring Committee (DLMC) shall be constituted for overall coordination of implementation of scheme under the chairpersonship of District Collector/ Deputy Commissioner in the district including the cluster development and resolve challenges faced by FPOs. The members of the committee shall include District Agriculture/Horticulture Officers and other line departments as deemed fit by the Chairperson and should meet quarterly. The key responsibilities of the DLMC shall be:

- i. Review and handhold the scheme with Local Resource Persons (LRPs), SPs, CEO and BODs of FPOs for effective coordination among the stakeholders every quarter
- ii. Convergence with Central and State Scheme such as NREGS, ATMA, PDMC, SRLM, AIF, ISAM, FSSAI etc. and extend support to FPOs by tapping funds and human resources from other line departments.
- iii. Facilitate regular field visit by District Officers for monitoring activities on ground and ensure these activities are compliant with the scheme guidelines.
- iv. The funds to SPs will be released by the SLA on approval of the Chairperson of DLMC after reviewing the self-appraisal report.
- v. Monitor progress of scheme implementation by using the reports on IT portal.
- vi. Facilitate regular training of farmers from funds under KVKs/ ATMA in addition to the training being undertaken under MOVCDNER.
- vii. Align SRLM/ KVK/ SAUs/ NCONF and other institutions to handhold nearby FPOs.
- viii. Ensure ATMA/ KVKs should regularly visit FIGs with LRPs and impart training through their Scientists.
- ix. Prepare AAP in consultation with SLA.
- x. Propose projects under the Innovative Component in consultation with SLA and coordinate its implementation (subject to approval by SLEC).

#### **4. Submission of Comprehensive Action Plan**

Districts should prepare the AAP in consultation with SLAs. States need to consolidate district plan & develop a comprehensive Action Plan for developing an end-to-end value chain from production to processing to marketing. Convergence with other schemes and scheme components should be considered and highlighted in the AAPs wherever possible, keeping in view the other available schemes and funds for associating with this scheme. Important strategies to be considered while preparing an Action Plan include:

- i. Identify crops having market potential with the target area and quantity.
- ii. The targeted quantity of production should match the minimum capacity needed for postharvest handling and processing units up to a viable scale.
- iii. Emphasis should be on developing commercially viable production clusters in concentrated mode, where farmers/ growers are grouped into FIGs at the village level and groups are associated to form FPCs at the Block/ District and FPCs further federated at the state level or in NER.
- iv. Each FPO should be allocated one unit each of Seed Store/ Cold Room, Collection and Aggregation Centre, Custom Hiring Centre, and Transport Vehicles to make the FPO viable and to enable business operations.
- v. Depending upon the need of the FPO, smaller facilities may be grounded subject to upper budgetary ceiling earmarked in the guidelines.
- vi. If additional components or units are required over and above the budget earmarked in the guidelines, depending upon the terrain, components of other schemes should be included in the AAP and delivered through convergence.
- vii. Post-harvest management, value addition, and processing facilities should be developed through entrepreneurs or FPO/FPCs.
- viii. Activities for brand building, publicity, consumer awareness and marketing of identified value-added organic products should be taken up.

#### **5. Sanction and Fund Flow Mechanism**

The proposal from districts should be consolidated by the SLA and then a comprehensive project proposal for making a commodity-specific end-to-end value chain duly approved by the SLEC will be submitted to the INM Division, DA&FW. After need assessment and evaluation, the proposals will be put up to the IMC for approval and submitted to Secretary/ Additional Secretary for final approval. On approval, year-wise funds will be released in four equal instalments. Funds will be provided through State's Treasury, specifically through State Nodal Account (SNA) as per the authorization of the SLEC.

## 6. Fund Flow Mechanism

- i. Funds will be released to states after approval of the annual action plan by the Implementation & Monitoring Committee in April of each year. The state shall be granted funds in four equal instalments within the limit of the annual action plan.
- ii. Incentives to farmers, i.e. financial assistance for on-farm and off-farm inputs, shall be provided as Direct Benefit Transfer (DBT) to their respective bank accounts (including postal accounts) through Aadhaar-enabled Payment System.
- iii. The funds will be released to the state in four equal instalments. The instalments will be released after utilisation for at least 75% of the previous instalment of grants-in-aid. Conversely, the unutilized balance in the SNA account should be less than 25% of the previous instalment of grants-in-aid.
- iv. Grants in aid will be released as per provisions regarding the release of funds contained in GFR 2017 and instructions issued in this regard by the Government of India from time to time.
- v. All state implementing agencies are required to maintain a SNA of the grants-in-aid and get the same annually audited by a Chartered Accountant. The project is to be executed over three years. Every year, the audited report (GFR 19-A), duly signed by a Chartered Accountant along with a physical report is to be submitted to DA&FW, Ministry of Agriculture and Farmers Welfare, Government of India. States that require additional time to implement the project, beyond three years may seek prior permission before the end of the project period within the first year subject to the condition that they should not exceed the overall per hectare and farmer cost ceilings.
- vi. States are suggested to explore further convergence with schemes like RKVY, MIDH, NFSM, Agriculture Infrastructure Fund etc. of the DA&FW and schemes of other ministries like MoRD (NRLM), MSME, MOFPI – PM Kisan Sampada Yojana, NREGS, etc.
- vii. The funds to the SPs shall be released by the SLA on the approval of self-appraisal work done report by Chairperson of DLMC.



## 7. Monitoring and Evaluation

- i. At the national level, regular monitoring of the scheme will be done by PMT at DA&FW and PMU, using the checklist of activities provided in **Annexure – 4**.
- ii. The SLA shall hire dedicated staff for regular monitoring of FPOs/FPCs, SPs and the scheme implementation at field level.
- iii. The SLA shall share the half-yearly performance report of respective SPs and FPOs with IMC and to DLMCs and SLEC.
- iv. The DMC shall monitor progress of scheme implementation in respective districts and share recommendations to SLAs every three months.
- v. A dedicated MIS has been developed by DA&FW to capture the information from the planning of the project, approval, and execution through progress reports. SLAs shall ensure that all data management and reporting is done through this digital platform. *Funds to beneficiaries shall be released after their successful registration on Krishi Mapper, tagged to the MIS platform.*
- vi. All funds related to financial assistance for on-farm and off-farm inputs, i.e. Rs. 15,000/ ha should be transferred through DBT into the farmers' Aadhaar authenticated bank accounts (including Postal Accounts).
- vii. It is mandatory for all farmers registered in the scheme to have a Soil Health Card (SHC) and SLAs and Service Providers should ensure the same before releasing any funds to the farmers.
- viii. The assets of the FPOs/FPCs including the farmers' fields, storage and value-addition infrastructure under MOVCDNER shall be geo-tagged through Krishi Mapper App.
- ix. DA&FW will evaluate the efficacy of this Scheme through a "third party". The agency will assess the efficacy, performance, outcome and shortcomings of the Scheme and recommend suitable corrective measures. Mid-term and end-term evaluations will be conducted by the third party for DA&FW to incorporate operational and policy changes. SLAs and SPs shall ensure full disclosure of documents required for these evaluations.
- x. States should take up third-party based concurrent, mid-term and final evaluations from time to time.

## 8. General Guidance

As MOVCDNER is a scheme where farmers are supported for the transformation of conventional agriculture to organic with quality assurance and market linkages alongside end-to-end value chain infrastructure, there is a need for a well-defined institutional network at the state level for effective implementation and continuous handholding. Farmers under such a strategy will be clubbed into clusters of FIGs of 20 ha each and then 25 FIGs in a block or district to be aggregated into FPOs covering 500 ha. However, Chairperson of DLMCs may propose smaller FPOs by providing necessary justification and approval by SLEC. The following minimum requirements should be ensured:

- i. A dedicated MOVCDNER Mission office with devoted staff and an officer in charge is to be established for effective implementation, evaluation, and monitoring at the state level.
- ii. Clusters and groups of clusters to be developed in a concentrated mode as far as possible in the nearby and contiguous areas in a village or nearby group of villages.
- iii. Only willing farmers to be enrolled and efforts should be made to cover the entire landholding of participating farmers. Benefits under the scheme will be restricted to a maximum of 2 ha per farmer.
- iv. States should ensure the convergence of MOVCDNER with various other government programmes from DA&FW and other ministries like NRLM and NREGS of the Ministry of Rural Development, PM Kisan Sampada Yojana of the Ministry of Food Processing & Industries and any other related schemes of Govt.
- v. The farmers should commit to sell their produce through the FPOs and register transactions in the FPOs accounts. This includes transactions with local middlemen. Frequent transactions in the FPOs account builds up a balance sheet which enables credit worthiness.
- vi. Hiring of SPs should be done by a committee chaired by Commissioner (Agriculture/Horticulture) or Secretary (Agriculture/Horticulture) of the respective states, with the Mission Director of SLA as Convener. General procurement procedures prevailing in the state should be followed to select credible SPs.
- vii. While selecting SPs, SLA should ensure that those potential SPs who are in business of organic or chemical input manufacturing, distribution or sales should give an undertaking stating that their products will not be sold in the respective state. It should also be ensured that no SP should be given more than 50% of the total area/ FPOs allocated to the state in that phase. Regular

feedback and appraisal of SPs should be collected and SPs not performing satisfactorily should not be allowed to implement the scheme.

- viii.* All farmers mobilized/enrolled under the scheme should also be enrolled in Soil Health Card Scheme.

## **9. Components**

### **9.1 Value Chain Institutional Development**

#### **9.1.1. Formation of FPOs**

Crop/commodity-specific production clusters will be developed in a concentrated mode for ease in training, handholding, certification, and collection and aggregation. Farmers can be grouped into FIGs at the village level and transformed into FPOs. The SLAs may empanel SPs for FPO formation, capacity building and handholding. The FPOs will be formed based on cost norms and activities described in earlier guidelines and local situations as decided by SLA.

If the SLAs assess that there are already adequate number of FPOs formed and decides not to have more FPO, then in such a case, new farmers/ FIGs can be added to the existing FPO.

Efforts should be made to create commodity-specific clusters, where a minimum of 60% area is cropped with targeted commodity. New FPOs may be made only when the clusters are developed in new areas where there are no FPOs. Existing FPOs in that area may be approached to include FIGs under the scheme. The funding requirements will be examined in case to case basis based on the proposal from the states, as approved by SLEC.

FPOs formed under 10,000 FPOs scheme willing to adopt organic farming may also be supported for conversion into organic and with necessary infrastructure (without funding for FPO formation). In such cases, the SLA should ensure that the area is contiguous and organized into clusters.

#### **9.1.2 Training, handholding, ICS management, documentation, and certification of crop production through SPs**

A budget provision of ₹10,000 per ha for three years has been made for hiring the services of competent SPs for providing training, handholding, ICS management, documentation, and organic certification through the third-party system under NPOP. SPs must ensure that ICS personnel or LRPs are hired only from among the participating farmers/ local SRLM group/member FPOs so that the activity can continue even after the contract conclusion of SPs. It should also be ensured that for every 75 farmers, one LRP is deployed to coordinate trainings, meetings, data collection and monitoring. In FPOs, where lower number of FIGs are present, lesser number of LRPs may be deployed, subject to approval of DLMC.

LRPs will have the following roles and responsibilities:

- i. Visit each farm once every month to monitor farm activities and understand challenges faced by the farmers.
- ii. FIG level meetings every week to train farmers, interact, and understand challenges faced by farmers, FPO functioning and marketing activities and maintain farmer diary. Each farmer should maintain at least 75% attendance in such meetings.
- iii. Weekly trainings/ farm demonstrations to farmers at FIG level and provide solutions for challenges faced by farmers, to build a strong connect of farmers to FIGs and ultimately to the FPO.
- iv. Register farmers on Krishi Mapper & provide regular updates on the MOVCDNER IT Portal.
- v. Facilitate collection of Aadhaar Authenticated Bank Accounts

The states may choose to engage services of ATMA, ICAR, KVKs, SAUs, CAUs, NCONF or any other government institution for the training of farmers on organic farming and on-farm and off-farm input application based on their competencies & divide the budget for training accordingly, between the SPs and these government agencies as per the guidelines.

All documents for ICS management, training, transactions and other FPO activities should be maintained at the office of the FPO. In addition, the coordinator of the SP should also operate from the office of the FPO for effective coordination.

The SLAs may engage support from Agricultural & Processed Food Products Export Development Authority (APEDA) to handhold FPOs towards compliance with exports.

## **9.2. Value Chain Production**

**9.2.1. Incentive to farmers for on-farm and off-farm inputs** – A sum of ₹15,000 has been provided for assistance to farmers for on-farm input production infrastructure and off-farm inputs. The amount shall be provided to farmers as a DBT in their Aadhaar Authenticated Bank Accounts through Aadhaar-enabled Payment System. The funds shall be released in two instalments each year for three years. The second instalment should be released to the farmer only after ascertaining that the farmer has become a member of the FPO and has deposited his/her share capital, as decided by the states. The funds provided as DBT should be used by the farmers for developing on-farm input production infrastructure, such as vermicompost beds, and for off-farm inputs such as neem oil, cakes, bio-fertilizers, waste decomposers, etc.

**9.2.2. Value Chain seed and planting material** – To ensure quality and varietal uniformity, registered farmers will be provided with quality seed/ planting material. Assistance for quality seed/ planting material will be limited to 50%



of planting material cost based on the prevailing cost norms in MIDH for horticulture crops and 50% on actuals for agricultural crops.

For effective implementation, SLA should engage with ICAR institutions (CAU, SAU, KVKs, etc.), SRLMs, PACS, government farms, FPOs formed in previous phases and empanelled/ accredited nurseries to source disease-free high-quality planting material. The states should also enable the FPOs developed in the current phase to produce their seeds through organised seed clusters. Sufficient planning to place orders by FPO should be done to ensure timely distribution of planting materials, preferably one year before the sowing or planting season.

**9.2.3. Custom Hiring Centres (CHC)** - To facilitate the creation of an input facilitation service centre and agri-machinery Custom Hiring Centre at commodity cluster / FPC level a sum of ₹10.00 lakh per Custom Hiring Centre (or prevailing cost norms for Farm Machinery Bank for Custom Hiring in SMAM) is provisioned. States should allocate at least on CHC to each FPO being formed. These facilities shall provide need-based agriculture machinery, implements or any other equipment needed by the farmers under the ownership of each FPO/FPC. Facilities created may depend upon the crop and activities being undertaken. If there are requirements for additional CHCs, the SLA may facilitate the same through Sub-Mission for Agriculture Mechanisation and part of subsidy can be covered under MOVCDNER, as per the approved AAP by DA&FW.

### **9.3. Value Chain Primary Post-harvest**

Each FPO will be provided with the following basic minimum post-harvest handling infrastructure to ensure that primary post-harvest and handling facilities are available. FPOs formed in previous phases may also be supported under this component who have an “Excellent” performance record, ascertained using the FPO grading tool, issued from time to time. The facilities may also be extended to Cluster Level Federation (consisting of farmers and practicing organic farming), developed under SRLM, at par with FPOs so that they can also play an active role in the value chain

**9.3.1. Seed stores/ Warehouses/ Small Cold Store** – Each FPO will be supported in setting up a Seed Store/ Warehouse/ Cold Store as per their requirement for storage and pre-shipment. Assistance will be capped @ 75%, maximum of ₹7.5 lakhs (75% assistance or ₹7.5 lakhs against TFO of ₹10 lakhs). Smaller units may also be sanctioned to the FPOs subject to the overall budget head in the guidelines.

**9.3.2. Collection and aggregation centre** - Each FPO will be supported in setting up a collection and aggregation centre with basic facilities for cleaning, grading and packing. Assistance will be capped @ 75%, maximum of ₹11.25 lakhs (75% assistance or ₹11.25 lakhs against Total Financial Outlay of ₹15.00

lakhs). Smaller units may also be sanctioned to the FPOs subject to the overall budget head in the guidelines.

**9.3.3. Transport vehicle of 2 MT capacity** - Each FPO will be supported for procurement of a commercial transport vehicle of a two MT capacity. Assistance will be capped @ 75%, maximum of ₹7.5 lakhs (75% assistance or ₹7.50 lakh against TFO of ₹10.00 lakh). Smaller units may also be sanctioned to the FPOs subject to the overall budget head in the guidelines.

#### **9.4. Postharvest Value Addition and Processing Infrastructure Development**

North Eastern States being constrained by higher costs of transportation, the commercial produce must be subject to some value addition and processing for reducing the bulk volume and for increasing the value. Therefore, provisions are being made in the scheme for financial assistance for setting up of necessary processing infrastructure. The value addition and processing infrastructure can be set up either by FPOs or by private entrepreneurs/ companies, Government agencies, or Joint ventures with or without state Government as partners. Financial assistance will be provided @ 75% to FPOs and Cluster Level Federations and 50% to private entities/ Government agencies or Joint Ventures. Any proposed unit that has already availed subsidy from any other state or central government department/ agency shall not be considered eligible under the scheme. FPOs formed in previous phases may also be supported under this component who have an 'Excellent' performance record, ascertained using the FPO grading tool, issued from time to time. The process would be conducted and monitored through the MOVCDNER MIS.

**9.4.1. Primary mobile/ minimal processing unit/ pre-cooling/ cold store/ ripening chamber/ integrated pack house/ refrigerated transport vehicle components**  
– Having facilities for cleaning, grading, postharvest processing, ripening, packaging, transport etc. Maximum assistance will be restricted to 75%, maximum of ₹37.5 lakhs (75% subsidy or ₹37.50 lakhs against TFO of ₹50.00 lakhs).

**9.4.2. Integrated processing unit** - Maximum assistance will be restricted to 75% of TFO for FPOs or 50% of TFO for private entrepreneurs, with both restricted to a maximum assistance of ₹6 Crores.

*Note: It is recommended that the project components of Warehouse /Seed Store/Small Cold Store; Collection and Aggregation Centers and Primary/Mobile/Minimal Processing including Packhouse and Cold Chain Components should be developed together for optimizing civil infrastructure sparing more funds for procurement of equipment/ machinery.*

#### **9.4.3. Procedure for grant and release of subsidy component for postharvest infrastructure**

##### **Role of key stakeholders for post-harvest infrastructure**

**a) SLEC**– Sanctions for all the components covered under Postharvest value addition and processing will be done by the SLEC. Primary Processing Units are meant for FPOs and CLFs of SRLMs while Integrated Processing Units should preferably be granted to entrepreneurs who have credit linkages. The SLEC should ensure that proposals by entrepreneurs and FPOs are considered for approval within three months from the date of submission. Investment decisions by entrepreneurs and FPOs are based on predictable timelines. Delays could result in cost escalations, missed opportunities, and impact on business sentiments.

**b) SLA:** The SLA shall be responsible for the selection of eligible proposals under the scheme through an open invitation for Expression of Interest (EOI) on an annual basis. The beneficiary will be required to submit the project proposal including an application for subsidy. SLAs should ensure that all documents required for claiming subsidy are provided by the applicant before consideration by SLEC. The SLA will also be responsible for due diligence of projects under component 9.3.1. and utilise the support of engineers, specialists from other line departments for expertise.

DLMCs should play an active role in supporting FPOs and entrepreneurs in their respective districts to submit their applications.

#### **9.4.4. Sanction/Grant of Subsidy for Primary/Mobile/Minimal processing including packhouse and cold chain components (Maximum TFO of Rs. 50 lakhs)**

- i. The subsidy will be available for the creation of postharvest value addition and processing infrastructure as per the list and details given earlier.
- ii. The rate of subsidy will be up to 75% of the TFO limited to the ceiling prescribed for that component for FPO/FPCs created under MOVCDNER.
- iii. SLA/ DLMC shall be responsible for inviting applications (including DPRs and necessary documents) and sanctioning of subsidy after explicit approval by SLEC.
- iv. The SLA may form a technical committee consisting of specialists from other line departments to evaluate the applications and DPRs submitted by FPOs, as per the prevailing norms of the state.
- v. The front-ended subsidy shall be released in three instalments with each instalment linked to the achievement of pre-defined project milestones, in the DPR, including utilization of beneficiary contribution, validation of which will be done by SLA/ DLMC.

#### **9.4.5. Sanction/Grant of Subsidy for Integrated Processing Unit**

- i. The State Lead Agency shall partner with a scheduled commercial bank which will be responsible for maintaining the subsidy funds and extending credit to entrepreneurs, FPOs and other eligible beneficiaries.
- ii. States will invite applications through an open EOI from FPOs, entrepreneurs, CLFs of SRLMs, government agencies and public-private joint ventures every year based on allocations. Proposals may also be forwarded by DLMCs.
- iii. SLA shall ensure that all documents for subsidy claim, including term loan sanction letter from the scheduled commercial bank are submitted by the applicant. The partnered scheduled commercial bank will conduct a project appraisal for granting the loan which has to be leveraged by the SLA for techno-commercial feasibility assessment of the project.
- iv. The SLA shall seek approval from SLEC for eligible applications. The SLEC shall select and approve the applications within three months from the date of submission.
- v. The guidelines of the lending bank will be followed in addition to the following:
  - o A joint pre-sanction site inspection will be done by the Subsidy Sanctioning Committee (SSC), consisting of officials from SLA and the lending bank. Based on the assessment of the physical progress/status of the project compared to pre-defined milestones in the DPR, the subsidy amount will be sanctioned and released on a pro-rata basis depending on the utilization of the beneficiary contributions. The subsidy is expected to be released in three instalments, before which a site visit by the SSC is mandatory.
- vi. FPO/FPCs will be exempted from the requirement of credit-link, provided it arranges its share through member contribution on a prorated basis of the instalments of subsidy release and route project development expenditure through bank transactions. For due diligence on such projects, SLA may take assistance from relevant experts, the cost for which (as per prevailing norms in the state) can be part of project cost.
- vii. Only the entrepreneurs/ companies, government agencies or joint ventures with or without state government as partners willing to process the commodities produced by FPOs under MOVCDNER, should be considered for grant of subsidy. Interested entrepreneurs/companies, government agencies or Joint ventures need to ensure that at least 50% of the installed capacity will be used for processing the produce from MOVCDNER FPOs. The applicant must enter into agreements with MOVCDNER FPOs to procure this produce. The banking partner shall monitor the same by seeking an annual report (including documentary proof) from the beneficiary and associated FPO.



- viii. SLAs shall ensure that at least 10% of the TFO is based on credit from a scheduled commercial bank to ensure financial due diligence. This loan shall be released along with subsidy instalments.
- ix. The value of land for the proposed unit will be considered while calculating the beneficiary/promoter contribution. However, while calculating the beneficiary contribution, the cost of land should not exceed 10% of the total project cost.
- x. Financial institutions/banks shall sanction the loan as per their procedure and issue the necessary sanction letter for submission to the SLA of the state Government.
- xi. Promoter shall submit the bank loan sanction letter along with DPR and copy of agreements with FPO/FPC (in cases of promoter being agency other than the MOVCDNER FPO/FPC) to SLA for the sanction of SLEC.
- xii. On receipt of the sanction of subsidy from SLEC, the bank shall release the loan and subsidy as per the guidelines of the scheme and/ or as per guidelines set in the sanction letter issued by the SLEC.

#### **9.4.6. Insurance Coverage**

The assets created by beneficiaries under the scheme shall be covered under the loan insurance protection plan during the credit period. The cost of insurance coverage should be included as part of the project cost, which is also eligible under capital subsidy.

#### **9.4.7. Screening of Loan applications**

Screening of loan applications will be done as per the loan financing norms of Commercial Banks/Financial Institutions. Detailed appraisal and sanctioning will also be made as per the loan financing norms of Commercial Banks/Financial Institutions. Once the proposal is accepted for financial assistance, detailed scrutiny of all the aspects of the project like managerial competence, technical feasibility, market prospects, commercial viability and financial soundness along with other compliance issues indicated in the Operation Guidelines will be assessed while obtaining necessary sanction for the loan proposal. The loan sanction information by Commercial Banks/Financial Institutions shall be communicated to SLA/ DLMC for onward approval by the SLEC and release of subsidy. The loan component is expected to be released in three instalments.

The loan sanctioned to the beneficiaries should have a minimum repayment period of five years and the bank should monitor the adherence of the established processing unit to the requirements stated in this guideline, especially procurement and processing of organic produce. If the beneficiary fails to comply, SLA should take necessary action to recover the subsidy amount disbursed under the scheme.

## **9.5. Value chain Marketing:**

### **9.5.1. Branding, brand promotion, Seminars/ conferences, workshops, Buyer-seller meets, Auction meetings, festivals and hiring spaces in prime markets**

North Eastern states collectively and independently need to build their brand identity to visually propagate values, narratives and quality parameters. Marketing and advertising agencies can be engaged to create this unique identity. Communication and outreach to the potential markets are key to success in changing the perception of organic as a luxury purchase to an affordable and accessible commodity for the good of soil, environment and human health. Brand building/ brand promotion also requires programs to train farmers and FPOs in inculcating branding principles in their packaging and their handling of the products. Programs are also needed to train logistics providers, marketers and other value chain partners in upholding the brand value from time to time. SLA/ DLMC shall draw a comprehensive plan in consultation with the PMU to have synergistic efforts by all states to realize the goals. SLA/ DLMC can assist farmers and FPCs in developing common packaging and labelling, common literature and common brand promotion material as a part of branding and market initiatives.

To create awareness in the market and trading fraternity, SLA/ DLMC shall organize seminars/ conferences, workshops, buyer-seller meets in their state or at places of market importance in other states. Participation in exhibitions, trade fairs and organic festivals can also be facilitated.

SLA/ DLMC shall draw a comprehensive plan for the systematic launching of campaigns for consumer awareness and product information through print, electronic and social media publicity, distribution of quality literature, video films, and local advertisements.

SLA/ DLMC shall facilitate effective marketing launch of their value-added organic products through periodic market campaigns in selected cities of the country by hiring spaces in prime locations (within and outside the state) including malls to create awareness and demonstrate the quality and uniqueness of their products.

If additional funds are made available, the SLA/ DLMC may develop a revolving fund with their respective banking partners to help FPOs have a common pool of working capital as and when required. Guidelines for the revolving fund will be provided by DA&FW in this regard. This would enable the states to monitor the marketing activities and also enable FPOs to have effective aggregation and linkages with institutional buyers.

### **9.5.2. Innovative components not covered in any other schemes:**

The objective of the scheme is to develop an ecosystem for promotion of organic value chain. To achieve this, the SLA/ DLMC may propose innovative projects which are not covered in any other scheme and may be examined and sanctioned by IMC.

## **9.6. PROJECT MANAGEMENT AT THE STATE AND NATIONAL LEVEL**

**9.6.1. Project management at the State level** – 2.66% of funds of total plan allocation to the state under the scheme will be earmarked for project management, resource hiring (staff on contract (including for IT), office infrastructure, hiring of professional agency) at the state level, publicity etc.

**9.6.2. Project management through Mission Management Cell, surveillance, evaluation, and professional support services at the National level** – 2.66% of the total plan budget of the overall scheme will be earmarked for the PMU, Professional support services at the National Level including hiring of professional agencies.

DA&FW may also deploy professional firms with technical experts as PMUs in consultation with states for market linkages, capacity building, handholding and assistance in professional service/ technology facilitation. Capacity building, exposure visits and market outreach activities including participation in national and international exhibitions, B2B meets etc. at the national level for the project management team will also be taken up under this component.

### Cost Norms for MOVCDNER

S. No.	Component	Unit Cost
<b>1</b>	<b>Value Chain Institutional Development</b>	
1.1.	Formation and handholding of FPOs	₹ 20.375 lakhs for 3 years as per existing guidelines for FPO of 500 farmers
1.2.	ICS management, training and certification (NPOP)	₹ 10,000 per ha for three years
<b>2</b>	<b>Value Chain Production</b>	
2.1.	Assistance for on-farm input production infrastructure (@ ₹ 2500/ha/ year) and off-farm inputs (@ ₹ 2500/ha/ year) for three years (DBT)	₹ 15,000/ ha for three years
2.2.	Assistance for quality seed and planting material (@50% of applicable cost norms)	<ul style="list-style-type: none"> <li>As per MIDH for Horticulture crops</li> <li>As per actuals for Agriculture crops (up to a maximum of ₹35,000/ha)</li> </ul>
2.3.	Custom Hiring Centre	₹ 10 lakhs (or prevailing cost norms for Farm Machinery Bank for Custom Hiring in SMAM)
<b>3</b>	<b>Value Chain Post Harvest</b>	
3.1.	Seed stores/warehouses/ small cold store @ ₹ 10 lakhs (75% subsidy)	₹ 7.5 lakhs
3.2.	Collection and Aggregation centre @ ₹ 15.00 lakh (75% subsidy)	₹ 11.25 lakhs
3.3.	Transport vehicle, @ ₹. 10.00 lakh for a minimum of 2 tonnes capacity (75% subsidy)	₹ 7.5 lakhs
<b>4</b>	<b>Value Chain Processing</b>	
4.1.	Primary mobile/ minimal processing unit/ pre-cooling/ cold store/ ripening chamber/ integrated pack house/ refrigerated transport vehicle/ @ ₹ 50 lakhs (75% subsidy)	₹ 37.5 lakhs
4.2.	Integrated processing unit (50% subsidy for entrepreneurs and 75% for FPOs)	₹ 600 lakhs
<b>5</b>	<b>Value Chain Marketing</b>	
5.1.	Value chain marketing at the state level	₹ 4,000/ ha
5.2.	Innovative activities not covered in any other scheme*	Need based
<b>6</b>	<b>Implementation support</b>	

6.1.	Support for hiring resources, publicity and management including IT support for SLA	2.66% of overall cost
6.2.	Administrative cost for mission management at the national level including hiring of manpower and PMU	2.66% of overall cost

\* DLMC may propose subject to approval of SLEC

## Roles and responsibilities of Service Providers

The broad roles & responsibilities to be performed by SPs are described below. These can be divided among multiple players such as KVK/ SAU/ SRLM/ RCONF/ PACS/ established FPOs as decided by SLEC.

### 1. Formation and handholding of FPOs:

- i. Generating awareness among all farmers, SHGs, Village Council/ Gram Panchayat Functionaries, etc. in the allocated area of MOVCDNER and conduct trainings on organic farming and value chain development.
  - Sensitization on the scheme guidelines and benefits that can be availed from the scheme.
  - Purpose of FPOs and collective benefits
  - Purpose of organic farming and business opportunities
  - Development of value addition and market linkage through FPOs
  - Display posters of entitlement of farmers and FPOs and roles and responsibilities of Service Providers, LRPs in Village Council/Gram Panchayat/FPO offices.
- ii. Registration of FPOs and training of BODs on roles, responsibilities.
- iii. Mobilize equity/ share capital from farmers and handhold FPOs in necessary compliances.
- iv. Conduct meetings with farmers and FIGs for ensuring cohesiveness using LRPs
  - Visit each farm once every month to monitor farm activities and understand challenges faced by the farmers.
  - FIG level meetings every week to train farmers, interact and understand challenges faced by farmers, FPO functioning and marketing activities and maintain farmer diary. Each farmer should maintain at least 75% attendance in such meetings.
  - Weekly trainings/ farm demonstrations to farmers at FIG level and provide solutions for challenges faced by farmers, to build a strong connect of farmers to FIGs and ultimately to the FPO.
  - Register farmers on Krishi Mapper & provide regular updates on the MOVCDNER IT Portal.
  - Facilitate collection of Aadhaar Authenticated Bank Accounts

- v. Handholding business operations of FPOs through following activities:
  - Training of BoDs, CEO, accountant, etc. every 15 days on various activities related to business.
  - Documentation: Preparation of Business Plans and support in acquiring land and permissions with proper documents in favour of FPOs
  - Finance: Mobilisation of equity funds and facilitate credit linkage and subsidies from Financial Institutions and Government Schemes
  - Human Resources: Facilitate recruitment of CEOs, LRPs, Accountant and other staff for operationalising the FPOs. Conduct training of resources for their roles and provide linkages for specialist training with Research and Development Institutions, State Agriculture Universities, KVK, CAU, etc.
  - Logistics: Facilitate infrastructure development and handhold FPOs in end-to-end supply chain development
  - Operations: Facilitate aggregation and processing of produce, ensure standard and quality packaging, and dissemination of market information to farmers and FPOs
  - Marketing: Develop brand for the FPO and support the FPOs in marketing their produce to institutional buyers, while developing sustainable business partnerships
  - Quality: Handhold FPOs in laboratory testing of produce, quality management and assaying.
- vi. Support the FPOs in developing necessary infrastructure by accessing scheme components.
  - Handhold FPOs in preparation of DPRs and applications of credit linkages to financial institutions
- vii. Handhold BODs & CEOs in maintaining statutory compliances and weekly bookkeeping of FPOs through training, leaflets, brochure, etc and facilitate accounting and timely submission of tax returns and statutory filings.
- viii. Ensure regular (quarterly) General Body Meetings and Annual General Meetings are conducted and no fines are imposed on the FPO.
- ix. Collection of data and information related to the implementation, management, and monitoring of the project and submission of information on MIS, Krishi Mapper or any other system, as directed by DA&FW , SLA and DLMC.
- x. Support FPOs in preparation and filling applications for necessary licences such as FSSAI, Import - Export, input distribution, etc.
- xi. Attend review meeting at DLMC, whenever called by District Collectors, for better implementation of program.
- xii. Enrol all Farmers/FPOs for Soil Health Card Scheme.



## 2. Training of farmers

*\*The training schedule can be changed depending on the crop sowing patterns. These should be provided to farmers during the weekly FIG level meetings.*

<b>Sensitization of farmers</b>
<ul style="list-style-type: none"><li>• Sensitization of farmers on MOVCDNER Scheme</li></ul>
<ul style="list-style-type: none"><li>• Awareness on scheme guidelines and benefits that can be availed from the scheme</li></ul>
<ul style="list-style-type: none"><li>• Purpose for formation of FPOs</li></ul>
<ul style="list-style-type: none"><li>• Purpose of organic farming, advantage, and its business opportunities</li></ul>
<ul style="list-style-type: none"><li>• Purpose of value chain development and market linkage through FPOs</li></ul>
<b>Preparation for cultivation</b>
<ul style="list-style-type: none"><li>• Land Preparation</li></ul>
<ul style="list-style-type: none"><li>• Sowing Techniques</li></ul>
<ul style="list-style-type: none"><li>• Soil sample collection</li></ul>
<ul style="list-style-type: none"><li>• Soil health management</li></ul>
<ul style="list-style-type: none"><li>• Integrated farming practices</li></ul>
<ul style="list-style-type: none"><li>• Preparation of various organic spray and compost</li></ul>
<ul style="list-style-type: none"><li>• Traditional botanical-based pesticides</li></ul>
<ul style="list-style-type: none"><li>• Production of On-farm Inputs (Vermicompost and Berkely Composting)</li></ul>
<b>Crop management and ICS management</b>
<ul style="list-style-type: none"><li>• Demonstration on using biofertilizers</li></ul>
<ul style="list-style-type: none"><li>• Demonstration on using of biopesticides</li></ul>
<ul style="list-style-type: none"><li>• Use of Organic sprays and compost</li></ul>
<ul style="list-style-type: none"><li>• Farmers' Diary and daily activity</li></ul>
<ul style="list-style-type: none"><li>• GPS coordinates</li></ul>
<ul style="list-style-type: none"><li>• NPOP Guidelines</li></ul>
<ul style="list-style-type: none"><li>• Yield estimation and crop plan</li></ul>
<b>Harvest, Marketing and Branding</b>
<ul style="list-style-type: none"><li>• Harvesting techniques</li></ul>
<ul style="list-style-type: none"><li>• Storage</li></ul>
<ul style="list-style-type: none"><li>• Packaging</li></ul>
<ul style="list-style-type: none"><li>• Transportation</li></ul>
<ul style="list-style-type: none"><li>• Processing and value addition of produce/products</li></ul>
<ul style="list-style-type: none"><li>• Packaging material and standards</li></ul>
<ul style="list-style-type: none"><li>• Marketing strategies, branding &amp; linkages</li></ul>

### 3. Training for FPOs (Staff and office bearers)

*\*The training schedule can be changed depending on the crop sowing patterns and scheme implementation schedule. These trainings should be given to the FPO office bearers every 15 days.*

<b>Sensitization</b>
<ul style="list-style-type: none"><li>• Lead farmers for Board of Directors (BODs)</li><li>• Role and responsibilities of CEO, LRPs and BODs in operation of FPO</li></ul>
<b>ICS Management</b>
<ul style="list-style-type: none"><li>• Internal Inspection (CEO, LRPs and BoDs)</li><li>• Risk Assessment (CEO, LRPs and BoDs)</li><li>• Farmers' Diary and daily activity (CEO, LRPs and BoDs)</li><li>• GPS coordinates (CEO, LRPs and BoDs)</li><li>• NPOP Guidelines (CEO, LRPs and BoDs)</li><li>• Yield estimation and crop plan (CEO, LRPs and BoDs)</li></ul>
<b>FPO management and compliances (BoDs, CEO and Accountant)</b>
<ul style="list-style-type: none"><li>• Statutory compliances and filings (GST, ROC and others)</li><li>• Business licensing</li><li>• Accounting, books-keeping and record keeping</li><li>• Business planning and execution</li><li>• Financial management and credit linkages</li><li>• Convergence with government schemes</li></ul>
<b>Infrastructure Development and marketing</b>
<ul style="list-style-type: none"><li>• Establishment and operationalising Custom Hiring Centres (CEO, LRPs and BoDs)</li><li>• Establishment and operationalising processing unit/ pack house (CEO and BoDs)</li><li>• Agriculture marketing, packaging and brand building (CEO and BoDs)</li><li>• Food processing and value addition (CEO and BoDs)</li></ul>

### 4. Internal Control System (ICS) Management:

- a. Collect and maintain necessary data of farmers for organic certification.
- b. Enter ICS data in TraceNet and share the same data with SLA/ DLMC and PMU.
- c. Facilitate internal inspection of ICS by LRPs/ fellow farmers and maintain necessary documentation.
- d. Handover TraceNet credentials to FPOs and train them by the third year for continuation of organic certification.

### 5. Documentation and reporting

- a. Monthly progress report of consolidated activities

- i. Training conducted – Training calendar and activities have to be shared with FIGs, FPOs, LRP, District Monitoring Committee, State Lead Agency, etc
- ii. Marketing
- iii. Transaction certificates on TraceNet
- iv. Operational expenditure and revenue of FPOs.
- b. SPs need to enter data on their activities into the MIS and also capture data on Krishi Mapper (or any other tool as advised by DA&FW).
- c. Facilitate District Monitoring Committee to review progress of activities performed by of SPs, and LRPs in their respective district.

**6. Outcomes at the end of engagement period:**

- a. NPOP Organic Certificate for the allocated FPO
- b. DBT for on-farm and off-farm inputs to all farmers in Aadhaar Authenticated Bank Accounts
- c. All farmers and physical assets registered on Krishi Mapper
- d. Brand developed for the FPO
- e. FPO rated as 'Excellent' as per prevailing rating tool
- f. All farmers have maintained at least 75% attendance in weekly FIG meetings.

Allocation of Area/ FPOs to SP				
S. No.	District	Block	No. of FPO	Area
<b>Total</b>				

**Deliverables milestones (to be modified by state based on responsibilities given to SPs)**

Timeline	Activities	Deliverables	Means of verification
1 month	1. Baseline survey including the following: <ol style="list-style-type: none"> <li>Community profile</li> <li>Product profile</li> <li>Market profile</li> <li>Training needs assessment</li> </ol> 2. Project implementation plan	1. Baseline report 2. Training modules in local languages	1. Geotagged photographs of meetings with stakeholders
6 months	1. Training of farmers, BoDs, LRPs and CEO as per roles & responsibilities (2 & 3) 2. Recruitment and deployment of LRPs (1:75 ratio of farmers) 3. Mobilization and registration of farmers in Krishi Mapper and forming FIGs and collection of Aadhaar Authenticated Bank Account details 4. Identification of lead farmers as Directors 5. Registration of ICS on TraceNet for NPOP certification 6. Registration of FPO and BoDs in MIS 7. Establishment of FPO office 8. Hiring and deployment of CEOs & accountant. 9. Training on roles and responsibilities of CEO and BODs.	1. Database of farmers in Krishi Mapper 2. List of BoDs in MIS 3. ICS data and farm diaries 4. Certificate of incorporation 5. Database of LRPs 6. DSC of Directors 7. Training reports in MIS. 8. CV of CEO & accountant 9. Progress report	1. Geotagged photographs of awareness generation workshops in MIS 2. Participation of District Officers 3. Registration of farmers in Krishi Mapper 4. ICS Number from TraceNet in MIS 5. Validation by Registrar of Companies/ Societies 6. Rent agreement for office, its geotagged photograph and entry in Krishi Mapper 7. Registration of CEO in MIS 8. Training reports in MIS 9. Updated Farm diary. 10. Updated FIG record book
12 months	1. Training of farmers, BoDs, LRPs and CEO as per roles & responsibilities (2 & 3) 2. Collection of equity share from farmers 3. Facilitate AGM of FPO <sup>#</sup> 4. Facilitate audits for organic certification 5. Support establishment of Custom Hiring Centre	1. Progress report 2. Report on equity share collection 3. Minutes of AGM 4. Business plan of FPO 5. Training reports in MIS 6. CHC in Krishi Mapper	1. Geotagged photographs of trainings in MIS 2. Training register maintained by FPO 3. Data of trainings entered in MIS 4. Geotagged photo of CHC in Krishi Mapper 5. Bank statement indicating equity share collection 6. Updated FIG record book.

Timeline	Activities	Deliverables	Means of verification
18 months	<ol style="list-style-type: none"> <li>1. Training of farmers, BoDs, LRP and CEO as per roles &amp; responsibilities (2 &amp; 3)</li> <li>2. Hand over C1 Certification to FPO</li> <li>3. Handhold FPO in developing post-harvest infrastructure</li> <li>4. Develop marketing plan</li> <li>5. Exposure visit of BoDs and CEOs</li> <li>6. Strengthening FPOs management systems (HR &amp; finance)</li> <li>7. TraceNet entry for C2 certification</li> <li>8. Facilitate audit for C2 certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Progress report</li> <li>2. C1 Certification</li> <li>3. Marketing plan for FPO</li> <li>4. Training reports in MIS</li> </ol>	<ol style="list-style-type: none"> <li>1. Geotagged photographs of trainings in MIS</li> <li>2. Email of handover of C1 certification and uploaded on MIS</li> <li>3. Copy of land documents and geotagged photographs of infrastructure created in Krishi Mapper</li> <li>4. Geotagged photographs of exposure visits</li> <li>5. Books of business</li> <li>6. Updated FIG record book</li> </ol>
24 months	<ol style="list-style-type: none"> <li>1. Training of farmers, BoDs, LRP and CEO as per roles &amp; responsibilities (2 &amp; 3)</li> <li>2. Facilitate AGM of FPO</li> <li>3. Training of FPO in post-harvest infrastructure development</li> <li>4. Marketing of products from FPOs</li> <li>5. Statutory compliances</li> </ol>	<ol style="list-style-type: none"> <li>1. Progress report in MIS</li> <li>2. Minutes of AGM in MIS</li> <li>3. ICS data and farm diaries (to FPO)</li> <li>4. Audited balance sheet in MIS</li> <li>5. Training reports in MIS</li> </ol>	<ol style="list-style-type: none"> <li>1. Geotagged photographs of trainings in MIS</li> <li>2. Data of trainings entered in MIS</li> <li>3. Statutory filings.</li> <li>4. Updated FIG record book</li> </ol>
30 months	<ol style="list-style-type: none"> <li>1. Training of farmers, BoDs, LRP and CEO as per roles &amp; responsibilities (2 &amp; 3)</li> <li>2. Hand over C2 Certification to FPO</li> <li>3. Marketing of products from FPOs</li> <li>4. Statutory compliances</li> <li>5. Handholding FPO in management systems</li> <li>6. Facilitate participation in buyer seller meets</li> <li>7. TraceNet entry for C3 certification</li> <li>8. Facilitate audit for C3 certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Progress report</li> <li>2. ICS data and farm diaries (to FPO)</li> <li>3. Handover of TraceNet login credentials to FPO</li> <li>4. Training reports in MIS</li> </ol>	<ol style="list-style-type: none"> <li>1. Email of handover of C2 certification and upload it on MIS</li> <li>2. GST return filings</li> <li>3. Geotagged photographs in buyer seller meets</li> <li>4. Email handing over of TraceNet login credentials to FPO</li> <li>5. Updated FIG record book</li> </ol>
36 months	<ol style="list-style-type: none"> <li>1. Training of farmers, BoDs, LRP and CEO as per roles &amp; responsibilities (2 &amp; 3)</li> <li>2. AGM of FPO</li> <li>3. Handhold FPOs in post-harvest infrastructure development</li> <li>4. Marketing of products from FPOs</li> <li>5. Statutory compliances</li> </ol>	<ol style="list-style-type: none"> <li>1. Progress report in MIS</li> <li>2. Minutes of AGM in MIS</li> <li>3. ICS data and farm diaries (to FPO) in MIS</li> <li>4. Audited balance sheet in MIS</li> <li>5. Training reports in MIS</li> </ol>	<ol style="list-style-type: none"> <li>1. Geotagged photographs of trainings in MIS</li> <li>2. Feedback forms from trainees</li> <li>3. Training register maintained by FPO</li> <li>4. Statutory filings</li> <li>5. Geotagging infrastructure developed in Krishi Mapper.</li> <li>6. Updated FIG record book</li> </ol>

Timeline	Activities	Deliverables	Means of verification
42 months	<ol style="list-style-type: none"> <li>1. Hand over C3 Certification to FPO</li> <li>2. Marketing of products from FPOs</li> <li>3. Any initiatives from SP</li> </ol>	<ol style="list-style-type: none"> <li>1. Progress report</li> <li>2. Organic certification</li> </ol>	<ol style="list-style-type: none"> <li>1. Email of handover of C3 certification.</li> <li>2. Books of business.</li> </ol>

\*The DLMC shall assess the self-appraisal report submitted by the SP, verify the work done through visits and approve the payment against each milestone. The SLA shall release the payment to the SP within 30 days of approval by DLMC, subject to transfer of funds from DA&FW.

#Board of Directors of the FPO should be changed every two years and a phase wise rotation should be created to enable change while also retaining institutional knowledge.

Cost norms for FPO formation, ICS management, Certification, and trainings (all figures in Rs.)						
S. No.	Activity	Nature of expense	Monthly	Yearly	Total ( 3 Years)	Remarks
	<b>Data entry and operations</b>					
1	Mobilisation of farmers through sensitization workshops of farmers, SHGs, VCs and other community organisations	Rs. 20,000 per workshop - 5 Nos			1,00,000	SLA to SP
2	Registration of Company				<b>40,000</b>	SLA to SP
2.1	Cost of Digital Signature Certificate (Rs. 2299 X 5 Directors/ year)	Recurring - Annual		11,495	34,485	
2.2	Government fee	LS			3,000	
2.3	Profession fee of Chartered Accountant	LS			2,515	
3	Matching Equity Grant	LS			2,50,000	SLA to FPO
4	Office equipment (One computer, Printer, 1 Desk, 8 Chairs, 1 Cupboard)	LS			75,000	DLMC to FPO
5	FPC office Rent and utilities (Electricity, Internet and Water)	Recurring - Monthly	3,000	36,000	1,08,000	DLMC to FPO
	<b>Salaries and travel expenses (FPO and ICS Management)</b>					
6	Salaries- CEO cum ICS Manager	Recurring - Monthly	24,000	2,88,000	8,64,000	DLMC to FPO
7	Travel expenses for CEO cum ICS Manager	Recurring - Monthly	2,000	24,000	72,000	DLMC to FPO
8	Salaries-LRP (Rs. 4,500 per LRP per month X 7 LRPs)	Recurring - Monthly	31,500	3,78,000	11,34,000	SLA to SP
9	Travel expenses of LRPs (500 per LRP X 7 LRPs)	Recurring - Monthly	3,500	42,000	1,26,000	SLA to SP
10	Salaries - Accountant cum data entry operator for ICS	Recurring - Monthly	12,000	1,44,000	4,32,000	SLA to SP
	<b>Certification</b>					
9	Certification & External Inspection (Rs. 500 per ha)	Recurring - Annual	-	2,50,000	7,50,000	SLA to SP
	<b>Trainings</b>					
11	Refreshments expenses for FIG meetings/ trainings (Rs. 200/ FIG/ Meeting)	Recurring - Weekly	17,000	2,04,000	6,12,000	SLA to SP



Cost norms for FPO formation, ICS management, Certification, and trainings (all figures in Rs.)						
S. No.	Activity	Nature of expense	Monthly	Yearly	Total ( 3 Years)	Remarks
12	Printing and stationary (Farm diaries, flexes, posters, training materials)			50,000	<b>1,50,000</b>	SLA to SP
12.1	Farm diaries (Rs. 40/ farmer/ year)	Recurring - Annual		20,000	60,000	
12.2	Banners/ flex boards	LS		5,000	15,000	
12.3	Training materials (Rs. 50/ farmer/ year)	Recurring - Annual		25,000	75,000	
13	Trainings at state and district level (including AGM) and exposure visits outside the state	Recurring - Annual		1,37,000	4,11,000	For SLA and DLMC
	<b>Sub-total</b>				<b>51,24,000</b>	
Management Resources of SP for Project Management and Training of CEOs, LRPs, BoDs						
14	District Project Coordinator (For all SPs)	Recurring - Bi-annual	NA	19,13,500	SLA to SP	
15	State Project Coordinator (If more than 2 FPOs are allocated to the SP)					
16	Marketing Specialist (If more than 5 FPOs are allocated to the SP)					
	<b>Grand total</b>				<b>70,37,500</b>	
<b>SPs should have empanelled DPR Specialist and Company Secretary for consultations and support to FPOs</b>						

### Checklist of activities for FPOs

This is an exhaustive list of activities to be completed during the implementation phase. The states need to fill the sheet for each FPO by clearly stating the responsible entity (SLA, service provider, ATMA, KVK, etc) and submit to DA&FW to ensure accountability. Subsequently, the activities of the states will be monitored by DA&FW every quarter based on this checklist.

S. No	Activities	Frequency	Responsible Entity	Year 1	Year 2	Year 3	Remarks
<b>Formation of FPOs</b>							
1.	Sensitization program of MOVCDNER to farmers and other stakeholders (farmers, SHGs, Village Councils, etc)	Once in a year					
2.	Baseline survey of farmers and feasibility analysis	One time					
3.	Identification of farmers and registration in Krishi Mapper	Every cropping season (for Krishi Mapper)					
4.	Identification of BODs and recruitment of CEO	One time					
5.	Obtaining Digital Signature Certificate (DSC) and Director Identification Number (DIN) for Directors	Every year (for rotation)*					
6.	Naming of a Producer Company/ Society	One time					
7.	Submission of Memorandum & Articles of Association	One time					
8.	Submission of all required documents to the Register of Companies/ Societies for the Incorporation of Producer Company/ Society	One time					
9.	Establishing the FPO Office and necessary	One time					
10.	Training of BoDs and CEOs	Every 15 days					
11.	Collection of Share equity from farmers and issuance of Share certificate	Once in a year					
12.	Formulation of business plan	Once in a year					
13.	Maintenance of bank account and book of accounts	Regular activity					
14.	Ensure statutory compliances of FPO including audits and ROC filings	Once in a year					

S. No	Activities	Frequency	Responsible Entity	Year 1	Year 2	Year 3	Remarks
15.	Conduct BOD meeting	Quarterly every year					
16.	FIG meetings and trainings for farmers	Every week					
17.	Annual General Meeting (AGM)	Once in a year					
18.	Preparation of Annual Progress Report	Once in a year					
19.	Avail relevant benefits of Central and State Schemes	Regular					
20.	Assess FPOs using rating tools in terms of level of activity, economic viability and sustainability, etc.	Every quarter					
21.	Training and facilitate convergence of FPOs with other schemes such as MIDH, PDMC, etc	Every quarter					
22.	Registration on the MIS platform, tagging on Krishi Mapper and regular updation	Regularly					
<b>ICS Management and certification</b>							
23.	Sensitization workshop on ICS Management, Documentation and Organic Certification of Crop Production at Farm Level	Once in a year					
24.	Conduct Risk Assessment on organic farming	Every cropping season					
25.	Handholding FPO in uploading of data such as GPS Coordinates, Daily Activity, Yield Estimation and Crop Plan in Farm Dairy	Regularly					
26.	Handholding FPO in uploading of data in Tracenet and availing on the process of transactional certificate	Once a year					
27.	Internal auditing of FPO for organic farming	Every quarter					
28.	External auditing of FPO for organic farming	Once in a year					
29.	Monitor and revise the ICS Management of FPO	Quarterly every year					
30.	Certification of processing units	Once a year					
<b>Value Chain Production</b>							
31.	Distribution of planting material to farmers	One time					
32.	Direct Benefit Transfer of on-farm/off-farm input in Aadhaar Authenticated Bank Accounts	Once a year					

S. No	Activities	Frequency	Responsible Entity	Year 1	Year 2	Year 3	Remarks
33.	Exposure visits for Lead farmers, BoDs, CEOs and LRPs	Once in a year					
34.	Establishment of Custom Hiring Centres	One time					
<b>Post Harvest Infrastructures</b>							
35.	Developing Collection & Aggregation Centre, Seed Store and accessing transport vehicles	One time					
36.	Conduct trainings of FPOs in food processing and food safety	Quarterly every year					
37.	Conduct trainings on preparation of DPRs and developing integrated processing units	Once a year					
38.	Inviting applications for Processing Units	Once a year					
<b>Value Chain Marketing</b>							
39.	Assist in communication and dissemination of market information to farmers	On regular basis					
40.	Chemical residue testing in the produce	Once a year					
41.	Creation of Import Export Code (IEC) Licence and regular update on DGFT Portal	Once a year					
42.	Register, obtain and maintain licenses/certificates such as FSSAI, etc	Once a year					
43.	Ensure organic certification for processing units	Once in a year					
44.	Develop FPO wise brands and packaging material	Once a year					
45.	Marketing of value-added products in local markets/outlets	Once in a year					
46.	Organise workshops, Buyer Seller Meet, Exhibitions, etc at state level	Once in a year					
47.	Ensure participation of BODs, CEOs and Farmers at seminars/ conferences, Buyer-seller meets, etc and hiring spaces in prime markets	Once in a year					
48.	Launch of campaigns for consumer awareness and product information through print and electronic media publicity, video films, local advertisements, etc	Once in a year					

S. No	Activities	Frequency	Responsible Entity	Year 1	Year 2	Year 3	Remarks
<b>Monitoring and review</b>							
49.	Field visit by district officials	<i>Quarterly</i>					
50.	Review the progress of SP and FPOs by DLMC	<i>Quarterly</i>					
51.	Review of SPs and FPOs by SLA	<i>Quarterly</i>					

\*Board of Directors of the FPO should be changed every two years and a phase wise rotation should be created to enable change while also retaining institutional knowledge.

## Cost norms for promotional and training events

Annexure-6

S. No.	Components	Rate (₹)	Remark
1	State level workshop	₹. 5.0 lakhs per event	100 % assistance subject to a maximum of ₹. 5.0 Lakhs per event – 2 days
2	Exposure Visits (Outside the State)	₹. 30,000 per person	100 % assistance for a maximum 10 persons in a batch, in compliance with prevailing state government norms.
3	District level workshops*	₹. 50,000 per event	100 % assistance subject to a maximum of ₹. 50,000 per event – 1 day
4	Buyer-seller meets/ auction	₹. 2.0 lakhs per buyer-seller meet/ auction meets	100 % assistance subject to a maximum of ₹. 2 Lakh /-per event – 1 day
5	Festivals/exhibitions at state/ national level	₹. 5.0 lakhs per participation in the national exhibition	100 % assistance subject to a maximum of ₹. 5 Lakhs /-per event – 2 days
6	Participation in national level Fairs/ Exhibition	₹. 2.0 lakhs per event	100 % assistance subject to a maximum 2 days per event

\*20% of the funds under Component 5, i.e. marketing at state level should be passed on to districts to organise District Level events.

## Annexure-6

S. No.	Postharvest infrastructure	Eligible component
<b>A</b>	<ol style="list-style-type: none"> <li>1. Setting up of functional infrastructure for collection, aggregation and grading units.</li> <li>2. Integrated processing unit</li> <li>3. Integrated Pack House</li> <li>4. Pre-cooling/ Cold Stores/ Ripening Chambers</li> <li>5. NE Organic Bazaar</li> </ol>	<ul style="list-style-type: none"> <li>• The cost of civil construction includes factory building costs of allied facilities like boundary walls, internal walls, internal roads, platforms and internal drainage systems.</li> <li>• Equipment directly used for Weighing, grading and packaging.</li> <li>• Cost of Industrial Plant and Machinery including taxes and duties i.e. cost of mother production equipment directly used for processing activities.</li> <li>• Cost of other productive equipment directly used in processing unit along with insurance premium, taxes &amp; and duties.</li> <li>• Electrical components necessary for plant operation on the plant site from where the meter is twoed up to the point where finished goods are to be dispatched (i.e., H.T. Motors, L.T. Motors, Switch Boards, Panels, Capacitors, Relay, Circuit Breakers, Panel Board, Switch gears) and the cost of a standby generator installed as per the requirement of the unit.</li> <li>• Freight charges are paid for bringing Plant machinery and equipment from the supplier's premises to the location of the unit.</li> </ul>



S. No.	Postharvest infrastructure	Eligible component
		<ul style="list-style-type: none"> <li>• Transit Insurance premium paid. <ul style="list-style-type: none"> <li>• The amount invested in goods carries to the extent they are utilized for the transport of raw materials and marketing of the finished products.</li> </ul> </li> </ul> <p>Erection and installation charges will be payable on an actual basis and will be restricted to the cost indicated in the Appraisal Note of the Financial Institutions which provided the loan to the processing unit.</p> <ul style="list-style-type: none"> <li>• Registration and annual renewal fee of CGTMSE coverage (as applicable) for the entire loan tenure.</li> <li>• Insurance Coverage cost of the assets created under the scheme during the currency of the loan.</li> </ul>
<b>B</b>	<ol style="list-style-type: none"> <li>1. Transportation/ 4 Wheeler</li> <li>2. Refrigerated Transport Vehicle</li> </ol>	<ul style="list-style-type: none"> <li>• The capital cost of the vehicle including taxes and duties.</li> <li>• Insurance Coverage cost during the currency of the loan.</li> <li>• Registration and annual renewal fee of CGTMSE coverage for the entire loan tenure.</li> </ul>
	<b>Additional support provision</b>	<ul style="list-style-type: none"> <li>• The cost of the Capacity-building component specific to the projects taken up under MOVDNER by the target group/ beneficiaries will</li> </ul>

S. No.	Postharvest infrastructure	Eligible component
		included as part of the total project cost. This cost shall not exceed 2% of the total project cost.

**PROJECT PROFILE CUM CLAIM FORM FOR CLAIMING CAPITAL  
INVESTMENT SUBSIDY UNDER VALUE CHAIN PROCESSING:  
MOVCDNER**

(To be Submitted by Beneficiary to Banking Partner through State Lead  
Agency)

To,

The State Lead

Agency, Name &

Address

**POST-HARVEST INFRASTRUCTURE**

(For use by Beneficiary)

	Name & full address of unit location including Tehsil/ Taluka/ District with telephone number and Email ID	
	(i) Name & full address of the promoter including Tehsil/ Taluka/ District with telephone no. and Email ID	
	(ii) Whether the promoter belongs to a Registered FPC or Private Enterprise under MOVCDNER (pls. enclosed the copy of Registration Certificate)	
	(iii) If Private Enterprise, whether Proprietorship/ Partnership. Please specify (enclosed the relevant document including partnership deed)	
	Date of submission of the proposal by Beneficiary at SLA	
	Date of registration of the proposal with SLA (please specify the reference and this has to be provided by SLA)	
	Component under which subsidy is recommended <b>(tick mark the eligible component/s )</b>	a) Setting up of functional infrastructure for collection/ aggregation and grading unit b) Integrated processing unit c) Integrated pack house d) Transportation/ Four wheeler

		e) Refrigerated Transport Vehicle f) Pre-cooling/ Cold-stores/ Ripening Chambers. g) NE Organic Bazaar
	Rate of entitlement of subsidy for projects (50% or 75% or eligible maximum amount)	

<b>7. Item-wise Financial projections</b>	<b>As per the project report (in ₹.)</b>	<b>As recommended by SLA (to be filled by SLA) (in ₹.)</b>
i) Cost of Civil Construction		
ii) Cost of allied facilities/ infrastructure		
a)		
b)		
c)		
iii) Cost of Industrial Plant and Machinery		
a)		
b)		
iv) Cost of Electrical components		
a)		
b)		

(Please refer to eligible components indicated in Annexure B)

<b>8. Means of Finance</b>	<b>As per project report (in ₹.)</b>	<b>As recommended by SLA(to be filled by SLA) (in ₹.)</b>
i) Promoter's/ Beneficiary's contribution		
ii) Term Loan		
iii) Subsidy		
<b>Total Outlay:</b>		

9.	Subsidy				
	i) Total subsidy claimed (in ₹.)	:			
	ii) Subsidy from any other agency	:			
	a) State Govt.				
	b) Central Govt. (for other components, if any)				
10.	A brief account of the infrastructure to be created under the project (description of components)	:			
	i) Post-harvest value chain Infrastructure Capacity		<b>No.</b>	<b>Size</b> (L x B x H in Meters)	<b>Capacity</b> (in MT per day)
	a) New unit to be created/ purchased				
	b) Existing unit, if any				
	c) Renovation/ construction of storage infrastructure of the proposed unit				
11	i) Account No. and IFSC code of FI				
	ii) AADHAR no. of Promoter				
	Brief coverage on technical feasibility and financial viability ( <i>Enclose along with project report</i> )				
12	Other relevant information				

I/ we .....hereby solemnly declare that the information in this application for claiming subsidy under MOVCDNER-Value Chain Processing Component is correct and true to the best of my/our knowledge and belief.

Place:

Date:

(Signature of the Applicant with Seal)

.....  
.....

### Certificate of the State Lead Agency

1. The project has been appraised and found to be technically feasible and financially viable.
2. SLA will note that a time limit of 12/18 months is stipulated for the completion of the project and submission of relevant documents from the date of disbursement of the first installment of the loan & and subsidy. Further, if the completion of the project is delayed, a maximum extended period of six months is permissible. SLA also notes that the already disbursed subsidy has to be refunded forthwith if the project is not completed and the relevant documents are not submitted within the above stipulated period. It is also certified that no subsidy has been or will be availed for the project from any other State or Central Government Department/Agency.
3. Financial institution/ SLA/ Subsidy Sanction Committee will monitor the progress of the execution of the project to ensure that the project is completed as per the technical specifications envisaged in the guidelines of the sub-scheme and project proposal without any variation and within the stipulated time as per the broad parameters of the sub-scheme.
4. It is certified by SLA that the promoter will not alienate the land and the project for a minimum period of term loan for any purpose other than the purpose for which the subsidy is extended.
5. An amount of ₹. \_\_\_\_\_ (Rupees \_\_\_\_\_) being (50% & 75% or maximum eligible amount) of the eligible amount of subsidy may be recommended for processing of subsidy proposal.

Place: \_\_\_\_\_

**(Signature of the Authorised Officer from SLA  
with Seal)**

Date: \_\_\_\_\_

**Encl:** As per the requirement of SLA and documents submitted to the Commercial Banks/ Financial Institutions.

**Note:** Forward a copy of the document by SLA to Banking Partner with signature & seal.

## Annexure-9

### Check the List of Documents to be submitted along with the Subsidy claim

Document No.	Particulars of document	Remarks ( )
A - 1	<ul style="list-style-type: none"> <li>Forwarding letter of the beneficiary.</li> <li>The complete address of the beneficiary with telephone/ fax numbers/email.</li> </ul>	
A - 2	<ul style="list-style-type: none"> <li>Copy of project report (DPR) with item-wise details of costs, total outlay, loan and margin submitted by the promoter.</li> </ul>	
A - 3	<ul style="list-style-type: none"> <li>Copy of the approved plan/ map and civil drawings clearly indicating the dimensions and capacity of the infrastructure project.</li> </ul>	
A - 4	<ul style="list-style-type: none"> <li>Copy of the loan sanction letter</li> </ul>	
A - 5	<ul style="list-style-type: none"> <li>Copy of land documents where the project is going to be established.</li> </ul>	
A - 6	<ul style="list-style-type: none"> <li>Notarized Affidavit in Original executed by the promoter on a non-judicial stamp paper as suggested by SLA.</li> </ul>	
A - 7	<ul style="list-style-type: none"> <li>Copy of duly registered partnership deed, if it is a partnership firm, Memorandum &amp; Articles of Association and certificate of incorporation, in case of Private Limited Company etc.</li> <li>In case of FPC: registration certificate as per Producer Company under Section 581(C) of Indian Companies Act, 1956, as amended in 2013.</li> <li>In case of FPO: Cooperative Societies Act/ Autonomous or Mutually Aided Cooperative Societies Act of the respective State.</li> <li>In case of FIG: Recommendation from SLA.</li> </ul>	



### List of Abbreviations

1.	AIF	Agriculture Infrastructure Fund
2.	CAU	Central Agricultural University
3.	DA&FW	Department of Agriculture and Farmers Welfare
4.	DARE	Department of Agricultural Research and Education
5.	DLMC	District level monitoring Committee
6.	DPR	Detailed Project Report
7.	DSIR	Department of Scientific and Industrial Research
8.	IMC	Implementation & Monitoring Committee
9.	FIG	Farmer Interest Group
10.	FPC	Farmer Producer Company
11.	FPO	Farmers Producer Organization
12.	FSSAI	Food Safety and Standards Authority of India
13.	ICAR	Indian Council of Agricultural Research
14.	ICS	Internal Control System
15.	INM	Integrated Nutrient Management
16.	ISAM	Integrated Scheme for Agricultural Marketing
17.	IT	Information Technology
18.	KVK	Krishi Vigyan Kendra
19.	LRP	Local Resource Person
20.	LS	Lump Sum
21.	MIDH	Mission for Integrated Development of Horticulture
22.	MOFPI	Ministry of Food Processing Industries
23.	MSME	Micro, Small, and Medium Enterprises
24.	NAC	National Advisory Committee
25.	NERAMAC	North Eastern Regional Agricultural Marketing Corporation Ltd.
26.	NPOP	National Programme for Organic Production
27.	NREGS	National Rural Employment Guarantee Scheme
28.	NRLM	National Rural Livelihoods Mission
29.	NRM	Natural Resource Management
30.	PDMC	Per Drop More Crop
31.	PMT	Project Management Team
32.	RKVY	Rashtriya Krishi Vikash Yojana
33.	SAU	State Agricultural University
34.	SLA	State Lead Agency
35.	SLEC	State Level Executive Committee
36.	SMAM	Sub-Mission on Agricultural Mechanization
37.	SRLM	State Rural Livelihoods Mission
38.	TFO	Total Financial Outlay

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