

**Compendium of Documents  
on  
Dairy Development & Animal Husbandry  
Schemes being implemented by different  
departments of Government of India**







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## **Brief of the components related to Animal Husbandry & Dairying being funded under schemes of Government of India**

<b>No.</b>	<b>Scheme</b>
<b>1.</b>	Dairy Processing and Infrastructure Development Fund (DIDF)
<b>2.</b>	Supporting Dairy Cooperatives and Farmer Producer Organizations engaged in dairy activities
<b>3.</b>	National Programme for Dairy Development (NPDD)
<b>4.</b>	Rashtriya Gokul Mission (RGM)
<b>5.</b>	Dairy Entrepreneurship Development Scheme (DEDS)
<b>6.</b>	National Livestock Mission (NLM)
<b>7.</b>	Livestock Health and Disease control (LH&DC)
<b>8.</b>	Rashtriya Krishi Vikas Yojana – Remunerative approaches for agriculture and allied sector rejuvenation (RKVY – RAFTAAR)
<b>9.</b>	Scheme for Agro - Marine Processing and Development of Agro - Processing Clusters (SAMPADA)
<b>10.</b>	Kisan Credit Card
<b>11.</b>	National Rural Livelihood Mission (NRLM)
<b>12.</b>	Schemes of Ministry of Tribal affairs <ul style="list-style-type: none"><li>- Special Central Assistance (SCA) to Tribal Sub Plan (TSP), Ministry of Tribal affairs</li><li>- Programmes/ Activities under provision to Article 275 (1) of the Constitution of India, Ministry of Tribal affairs</li></ul>
<b>13.</b>	Kisan Urja Surksha Utthan Mahaabhiyan (KUSUM) Yojana
<b>14.</b>	New National Biogas and Organic Manure Programme (NNBOMP)



## **1. Dairy Processing and Infrastructure Development Fund (DIDF)**

### **Eligible Institutions:**

Milk Unions/ Multi-state Milk Cooperatives/ State Dairy Federations/ Milk Producer Companies/ NDDDB's subsidiaries

### **Components being funded:**

- i. Modernisation and creation of new milk processing facilities
- ii. Manufacturing facilities for Value Added Products
- iii. Milk Chilling Infrastructure
- iv. Setting up electronic milk testing equipment
- v. Project Management and Learning
- vi. Any other activity related to the dairy sector targeted to contribute to the objectives of DIDF and decided by Government on India in consultation with the stakeholders

## **2. Supporting Dairy Cooperatives and Farmer Producer Organizations engaged in dairy activities**

A corpus in perpetuity with NDDB to be used for providing soft loans for working capital to enable Cooperative Societies and Farmer Producer Organisations engaged in dairy activities to provide a stable market to farmers.

### **Eligible Institutions:**

Cooperative Societies and Farmer Producer Organizations (FPOs) engaged in dairy activities.

### **Components being funded:**

Providing soft loans for working capital to enable Cooperatives Societies and Farmer Producer Organizations (FPOs) engaged in dairy activities to provide a stable market to farmers.

### 3. National Programme for Dairy Development (NPDD)

#### **Eligible Institutions:**

<b>State Implementing Agencies (SIAs)</b>	State Dairy Federations (of enlisted states), MUs of other states and UT's
<b>End Implementing Agencies (EIAs)</b>	District Milk Unions, Producer companies(functional for 1 full FY), DRDA, Zila Parishad, District Mission Management Units
<b>Participating Implementing Agencies (PIAs)</b>	Other agencies associated or affiliated to above SIAs, EIAs (NGOs, SHGs, Universities, Colleges, ICAR institutes

#### **Components being funded:**

- i. Milk Chilling facilities at village, block, district level
- ii. Civil works
- iii. Equipment for BMC, chilling Centres
- iv. Milk processing and marketing
- v. Milk procurement
- vi. Cattle shed
- vii. Cattle induction
- viii. Construction/Establishment of Milk & milk product testing laboratories (at DCS level, BMC Centres, Dist. Level, State level etc.)
- ix. Clean Milk Production kit (for beneficiaries)
- x. Technical Input Services (FMD & other vaccines, FA box, AH & Breeding camps, Fodder development, Cattle feed development)
- xi. Information and Communication Technology networking
- xii. Manpower and skill development
- xiii. Working capital
- xiv. Rehabilitation of defunct/sick milk unions/federations
- xv. Planning & monitoring
- xvi. Centralized MIS facility for DADF



#### 4. Rashtriya Gokul Mission (RGM)

##### **Eligible Institutions:**

<b>State Implementing Agencies (SIAs)</b>	State Livestock Development Boards
<b>End Implementing Agencies (EIAs)</b>	State Livestock Development Boards, State Animal Husbandry Department and State Milk Federations, CFSP&TI, CCBFs
<b>Participating Implementing Agencies (PIAs)</b>	ICAR, Universities, Colleges, Institutions

##### **Components being funded:**

- i. Establishment of bull mother farms for conservation of HGM indigenous bovine breeds.
- ii. Assistance to institutions/institutes which are repositories of best germplasm.
- iii. Implementation of PS programme for indigenous breeds with large population.
- iv. Induction of disease free HGM bulls of Indigenous breeds for natural service.
- v. Establishment of Breeder's Societies (Gopalan Sangh).
- vi. Heifer rearing programme.
- vii. Establishment of Field Performance Recording (FPR) in the breeding tract.
- viii. Incentives to farmers maintaining elite animals of indigenous bovine breeds.
- ix. Organization of milk yield competitions.
- x. Award to Breeders societies (Kamdheni).
- xi. Establishment of a village level integrated indigenous cattle Centres viz., "Gokul Gram" will be covered under the component "any other activity" related to cattle and buffalo development.
- xii. Organization of training programme for technical and non-technical personnel working at the institutions engaged in cattle development.

## **5. Dairy Entrepreneurship Development Scheme (DEDS)**

### **Eligible Institutions:**

Farmers, Individual Entrepreneurs and Groups of Unorganised and Organised Sector. Group of Organised sector, includes Self-Help Groups on behalf of their members, Dairy Cooperative Societies, Milk Unions on behalf of their members, Milk Federation, Panchayati Raj Institutions (PRIs) etc.

### **Components being funded:**

- i. Establishment of small dairy units with crossbred cows/ indigenous descript milch cows like Sahiwal, Red Sindhi, gir, Rathi etc./ graded buffaloes upto 10 animals. (for SHGs, Cooperatives societies, Producer Companies unit size will be 2-10 animals per member).
- ii. Rearing of heifer calves – cross bred, indigenous descript milch breeds of cattle and of graded buffaloes – upto 20 calves.
- iii. Vermi compost with milch animal unit (to be considered with milch animals/ small dairy farm and not separately).
- iv. Purchase of milking machines/ milko-testers/ bulk milk cooling units (upto 5000 lit capacity)
- v. Purchase of dairy processing equipment for manufacture of indigenous milk products.
- vi. Establishment of dairy product transportation facilities and cold chain.
- vii. Cold storage facilities for milk & milk products.
- viii. Establishment of private veterinary clinics.
- ix. Dairy marketing outlet/ Dairy parlour

## **6. National Livestock Mission (NLM)**

### **Eligible Institutions:**

State/ Union Territory Governments, Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, State Livestock Development Board/Agency, KVKs, Dairy Cooperatives, ICAR Institutions and Research & Development, Private Entrepreneurs, NGOs.

### **Sub Mission and components being funded:**

- 1. Sub-Mission on Livestock Development** – The Sub-Mission on Livestock Development includes activities to address the concerns for development of livestock species, other than cattle and buffalo, with a holistic approach covering poultry as well.

**Risk Management (Livestock Insurance)** component of the Sub-Mission covers the indigenous/ crossbred milch animals, pack animals (Horses, Donkey, Mules, Camels, Ponies and Cattle and Buffalo males) and other livestock (Goat, sheep, Pigs, Rabbit, Yak and Mithun). The objective of the scheme is to management of risk and uncertainties by providing protection mechanism to the farmers against any eventual loss of their animals due to death and to demonstrate the benefit of the insurance of livestock to the people. Benefit of subsidy is to be restricted to 5 animals per beneficiary per household for the milch animals.

- 2. Sub-Mission on Pig Development in North-Eastern Region -**  
There has been persistent demand from the North Eastern States seeking support for all round development of piggery in the region. The Sub-Mission will stride to forge synergies of research and development organisations through appropriate interventions.
- 3. Sub-Mission on Feed and Fodder Development** – The Sub Mission focusses on increasing both production and productivity



through adoption of improved and appropriate technologies best suited to specific agro-climatic region in both arable and non-arable land. Funding may be availed for following components of the Sub Mission:

- i. Fodder production from Non-forest wasteland /rangeland/ non-arable land
- ii. Fodder Seed Production/ Procurement & Distribution
- iii. Assistance for distribution of hand driven chaff cutters
- iv. Assistance for Introduction of Power Driven Chaff Cutter
- v. Establishment of high capacity Fodder Block Making units
- vi. Distribution of low capacity, tractor mountable Fodder Block Making units, hay baling machines/reapers/ forage harvesters
- vii. Establishment of Silage making units
- viii. Establishment of Bypass protein making units
- ix. Establishment of Area Specific Mineral Mixture/ Feed Pelleting/ Feed Manufacturing Unit
- x. Establishment/ modernisation of Feed testing laboratories
- xi. Operating specific Training and Capacity Building Interventions related to Feed and Fodder Development.

#### **4. Sub-Mission on Skill Development, Technology Transfer and**

**Extension** – The Sub Mission provides a platform to develop or adapt the knowledge in collaboration with farmers, researchers and extension workers. The implementing agencies for the Sub Mission will be Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through the concerned State Governments. Following components may be taken under this mission:

- i. IEC Support for Livestock Extension
- ii. Training and capacity Building
- iii. Livestock Farmers Groups/Breeder's Association
- iv. Organization of Livestock Mela/ Show
- v. Regional Livestock fair
- vi. Operationalization of Farmers Field Schools
- vii. Exposure Visit for livestock Extension facilitators
- viii. Exposure Visit of farmer
- ix. Staff component of livestock Extension

## **7. Livestock Health and Disease Control (LH&DC)**

### **Components being funded:**

- 1.** Assistance to states for Control of Animal diseases (ASCAD)
  - i. Immunization against economically important diseases of livestock and poultry.
  - ii. Strengthening/ modernising of Biological production units/ Disease diagnostic laboratories.
  - iii. Training Programme Seminars/ Workshop
- 2.** National Project on Rinderpest Surveillance and Monitoring (NPRSM)
- 3.** National Animal Disease Reporting System (NADRS)
- 4.** Foot and Mouth Disease Control Programme (in existing States/ UTs and proposed expansion in States/ UTs)
- 5.** 'Peste des Petits Ruminants – Control Programme' (PPR-CP)
- 6.** Brucellosis Control Programme (Brucellosis-CP)
- 7.** Establishment and Strengthening of existing Veterinary Hospitals and Dispensaries (ESVHD)
- 8.** Professional Efficiency Development (PED)
- 9.** Classical Swine Fever Control Programme (CFP-CP)

## **8. Rashtriya Krishi Vikas Yojana (RKVY - RAFTAAR)**

### **An illustrative list of dairying related components being funded:**

- i. Semen collection and Artificial Insemination Units/ Production centre
- ii. Breeding Farms
- iii. Dispensaries/ Hospitals for treatment of animals
- iv. Vaccine Production Unit
- v. Diagnosis Labs, including Mobile Units
- vi. Animal Ambulance
- vii. Cold Chain for storing and transportation of frozen Semen
- viii. Tractor fitted with Fodder Block Machine
- ix. Carcass rendering Plant to collect the fallen animals for processing/utilization in scientific manner
- x. Modernization of animal slaughter houses and markets for Livestock/ Livestock products
- xi. Establishment/ Strengthening of cold chain infrastructure for storage of veterinary biological.
- xii. Establishment/ Strengthening of Check post/ Quarantine camps for restriction of animal movement, strengthening of animal disease reporting system.
- xiii. Vermi-compost

#### **Milk Collection Centres and Infrastructure:**

- xiv. Purchase of milking machines (single/double bucket)
- xv. Setting up of milk chilling/bulk milk cooling centres (BMC) along with automatic milk collection units (AMC)
- xvi. Setting up/modernization/strengthening of milk processing units Strengthening /expansion of cold storage facility for milk and milk products
- xvii. Purchase of insulated/refrigerated transport vehicles
- xviii. Setting up of milk parlor/milk booth
- xix. Strengthening of lab facility in milk chilling/milk processing unit
- xx. Establishment of cattle feed storage godown
- xxi. Establishment/strengthening of cattle feed plant
- xxii. Establishment of cattle shed for milch animals
- xxiii. Setting/strengthening of ETP at milk chilling/ milk processing unit



## 9. Pradhan Mantri Kisan SAMPADA Yojana Scheme for Agro - Marine Processing and Development of Agro - Processing Clusters

SAMPADA is an umbrella scheme incorporating following schemes:

1. Mega Food Parks
2. Integrated Cold Chain and Value Addition Infrastructure
3. Creation/Expansion of Food Processing & Preservation Capacities
4. Infrastructure for Agro-processing Clusters
5. Creation of Backward and Forward Linkages
6. Food Safety and Quality Assurance Infrastructure
7. Human Resources and Institutions

### **Eligible institutions and an illustrative list of components being funded under these schemes:**

No.	Schemes	Implementing Agency	Components funded
1.	<b>Mega Food Parks</b>	Special Purpose Vehicle (SPV) registered under the Companies Act. However, State Govt & its entities and Cooperatives are not required to form a separate SPV.	Establishment of food processing industry backed by an efficient supply chain, which includes Collection Centres, Primary Processing Centres, Central Processing Centre & Cold Chain infrastructure.
2.	<b>Integrated Cold Chain and Value Addition Infrastructure</b>	Partnership/Proprietorship Firms, Companies, Corporations, Cooperatives, Self Help Groups (SHGs), Farmer Producer Organizations (FPOs), NGOs, Central/State PSUs, etc.	<b>A.</b> Farm level infrastructure - Processing centre situated in the catchment area of the targeted produce. <b>B.</b> Distribution hub - This shall have a modern multi-product, multi-temperature cold storage <b>C.</b> Refrigerated vans/ refrigerated trucks/ insulated vans/mobile insulated tankers. <b>D.</b> Irradiation facility.
3.	<b>Creation/ Expansion of Food Processing &amp; Preservation Capacities</b>	Central & State PSUs/ Joint Ventures/ FPOs/ NGOs/ Cooperatives/ SHG's/ Pvt. Ltd. Companies/ Limited Liability Partnerships, Corporate Entity, Proprietorship Firms,	Creation/ expansion and/ or modernization of processing / preservation capacities along with transport and storage facilities etc.

No.	Schemes	Implementing Agency	Components funded
		Partnership Firms	
4.	<b>Infrastructure for Agro-processing Clusters</b>	Govt./ PSUs/ Joint Ventures /NGOs/ Cooperatives /SHGs/FPOs/ Private Sector/Partnership Firms/ individuals etc.	<b>Basic enabling infrastructure</b> like boundary wall, roads, water supply etc. <b>Core infrastructure</b> like testing laboratory, grading, sorting and packing facilities, cold storage, pre-cooling chambers, specialized packaging etc.
5.	<b>Creation of Backward and Forward Linkages</b>	Govt./ PSUs/ Joint Ventures/NGOs/ Cooperatives/SHGs/FPOs/ Public & Private Sector/Limited Liability Partnerships/Corporate entity/Proprietorship Firms/ Partnership Firms/ Entrepreneurs etc.	i. Processing Facilities at the farm level: facilities for weighing, cleaning, sorting, grading, packing, precooling, Cold Storage etc. ii. Distribution hub and retail outlets. iii. Mobile Pre-cooling trucks and reefer trucks.
6.	<b>Food Safety and Quality Assurance Infrastructure</b>	Central/State Govt & their organizations/ Govt universities (including deemed universities) private sector organizations/ universities.	i. Setting up or Up gradation of Food Testing Laboratory
		Central/State Govt. Undertakings/Organizations and Private Sector Firms	ii. Implementation of Food Safety and Quality Management System through HACCP/ISO 22000/ FSSC 22000/ BRC/ SQF or any other Global Food Safety Initiative (GFSI) approved certification scheme/ standard (w.e.f. 12.11.2018)
7.	<b>Human Resources and Institutions</b>	All Universities, IITs, Central/ State Government Institutions, Government Funded Organizations, R&D laboratories and CSIR recognized R&D Units in private sector.	i. Research & Development in Food Processing Sector
		Apex Industry Bodies like CII, FICCI, ASSOCHAM, PHDCCI, ICC, AIFPA etc., Central/State Governments, Autonomous Bodies and Public Sector Undertakings	ii. Seminar/ Workshops, Studies/ surveys, Exhibitions/ Fairs, Advertisements and Publicity.

## **10. Kisan Credit Card (KCC)**

### **Eligible Institutions:**

Farmers involved in activities related to Animal Husbandry and Fisheries.

### **Funding Details:**

In order to provide short term loans upto Rs. 2 lakh to farmers involved in activities related to Animal Husbandry and Fisheries, through a separate KCC for these activities, apart from the existing KCC for the crop loan, at a concessional interest rate of 7% per annum during the years 2018-19 and 2019-20, it has been decided to provide interest subvention of 2% per annum to lending institutions viz. Public Sector Banks, Private Sector commercial banks (in respect of loans given by their rural and semi urban branches only), Regional rural Banks (RRBs), and Cooperative Banks on use of their own resources. In case of farmers possessing KCC for raising crops and involved in activities related to Animal Husbandry/ or Fisheries, the KCC for Animal Husbandry/ fisheries shall be within the overall limit of Rs. 3 lakh.

There is provision to provide an additional interest subvention of 3% per annum to such of those farmers repaying on time. This also implies that the farmers paying promptly would get short term loans @ 4% per annum. This benefit would accrue to only those farmers who repay their crop loan and short term loans for Animal Husbandry/ Fisheries activities on time.

## **11. National Rural Livelihood Mission (NRLM)**

An illustrative list of components being funded under the mission is given below:

- i. Social inclusion and institutions for the poor like milk producers' cooperatives
- ii. Promotion and setting up institutions of the poor at various levels.
- iii. Training, Capacity building and skill building
- iv. Revolving Fund and Capital Subsidy
- v. Universal Financial Inclusion
- vi. Provision of Interest Subsidy
- vii. Stabilizing and enhancing the existing livelihoods like cattle rearing, forest produce, fishing, and traditional non-farm occupations and subsequently diversifying their livelihoods
- viii. Infrastructure creation and Marketing support
- ix. Convergence with other programmes of the Ministry of Rural Development and other Central Ministries and programmes of state governments for developing synergies directly and through the institutions of the poor.

The details of the components being funded under the mission may be accessed from the NRLM Website: <http://www.aajeevika.gov.in/>

## **12. Schemes of Ministry of Tribal Affairs**

### **A. Special Central Assistance (SCA) to Tribal Sub Plan (TSP)**

The Ministry of Tribal Affairs supplements the efforts of the State Governments by extending Grants-in-aid through Special Central Assistance (SCA) to State Tribal Sub Plan (TSP). Under the scheme Ministry provides grant to 23 TSP States. Employment-cum-income generation activities and infrastructure work relating to basic services and facilities are taken up for implementation. The ultimate objective of extending SCA to TSP is to boost the demand based incomegeneration programmes in tribal areas and thus raise the economic and social status of Tribals.

The SCA is provided by the Ministry of Tribal Affairs to the State Government as an additive to the State TSP. SCA is primarily meant for family-oriented income-generation schemes in sectors of agriculture, horticulture, sericulture and animal husbandry cooperation.

### **B. Programmes/ Activities under provision to Article 275 (1) of the Constitution of India**

Grants are also given to States/UTs, under the first provision to article 275(1) of the Constitution to meet the costs of projects for tribal development and for raising the level of administration of Scheduled Area therein on par with the rest of the State/UT.

#### **An illustrative list of dairying related components being funded:**

- i. Cooperative based (or other) dairy development including processing and chilling infrastructure.
- ii. Veterinary services including building infrastructure and equipment.
- iii. Improvement of local breed for high yield output through Artificial Insemination.
- iv. Providing training and assistance with forward and backward linkages for self-development.

### **13. Kisan Urja Surksha Utthan Mahaabhiyan (KUSUM) Yojana**

The Cabinet Committee on Economic Affairs, chaired by Hon'ble Prime Minister Shri Narendra Modi has approved launch of Kisan Urja Suraksha evam Utthaan Mahabhiyan with the objective of providing financial and water security to farmers.

#### **Eligible Institutions:**

Individual farmers/ cooperatives/panchayats /farmer producer organisations (FPO)

#### **Components being funded:**

**Component-A:** 10,000 MW of Decentralized Ground Mounted Grid Connected Renewable Power Plants.

**Component-B:** Installation of 17.50 lakh standalone Solar Powered Agriculture Pumps.

**Component-C:** Solarisation of 10 Lakh Grid-connected Solar Powered Agriculture Pumps.

The Component-A and Component-C will be implemented on pilot mode for 1000 MW capacity and one lakh grid connected agriculture pumps respectively and thereafter, will be scale-up on success of pilot run. Component-B will be implemented in full-fledged manner.

*Further details of the scheme will be shared once the administrative approval and guidelines of the scheme is issued by the department.*

**Source: Cabinet Committee on Economic Affairs (CCEA) posted on 19 Feb 2019**



## **14. New National Biogas and Organic Manure Programme (NNBOMP)**

### **Implementing Agencies:**

The programme will be implemented by the designated State Nodal Departments i.e. the State Rural Development departments of the states and state offices of Khadi and Village Industries Commission (KVIC), Mumbai and Biogas Development and Training Centres (BDTC). All the Programme Implementing Agencies (PIAs) that is State Rural Development Departments of the States/UTs within a State/UT would work in complete coordination and share all the information with each other. KVIC and State Rural Development Departments may identify its functionaries in the field and take help of Panchayati Raj Institutions / Gram Panchayats, Urban Local Bodies and Block / Taluka Development Officers/ District Agriculture Offices, Kissan Vikas Kendras etc. in identification of feasible biogas plant sites and selection of the potential beneficiaries and their applications for biogas plants.

### **Components being funded under the scheme:**

- i. Central subsidy for Biogas plants (size 1 to 25 cubic metre biogas per day).
- ii. Additional subsidy for cattle dung based biogas plants if linked with sanitary toilets, only for individual households.
- iii. Turnkey job fee for construction, supervision, commissioning and free O&M warranty for five years trouble free operations of plant including quality control at all levels.
- iv. Administrative charges – for physical target achievement range of biogas plants.
- v. Support for Training courses including skill development programme for Biogas Mitras.
- vi. Biogas development and Training centres, financial support for set functions and roles of BDTCs would be provided towards staff, conducting training courses, skill development courses, pilot plant demonstration, TA/ DA, consumables and contingencies as per allocated targets.
- vii. Support for Communication and Publicity as per the physical achievement range of Biogas Plants.
- viii. Incentive for saving fossil fuels (diesel, petrol, kerosene, electricity etc.) to farmers by using biogas in 100% Biogas engines.

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F.No.02023/2/2017-CDD  
Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Animal Husbandry, Dairying & Fisheries  
Dairy Division

Krishi Bhawan, New Delhi-110001  
**Dated the 14<sup>th</sup> February, 2019**

**Corrigendum**

Subject: - Corrigendum to the Administrative Approval for implementation of Central Sector Scheme – **“Dairy Processing and Infrastructure Development Fund (DIDF)”** during 2018-19.

The undersigned is directed to refer to this Department's OM No 02023/2/2017-CDD dated 13<sup>th</sup> April, 2018 conveying Administrative approval to the Central Sector Scheme – **Dairy Processing and Infrastructure Development Fund (DIDF)** for implementation during 2018-19 and to make following amendments to the above administrative approval and the Operational guidelines (copy enclosed) with the approval of the competent authority:

**2. Part of the section at Para 1 of the above Administrative approval may be read as under:**

“.....and to convey administrative approval for continuation of DIDF scheme for the financial year 2018-19, with a total outlay of Rs 10881 Crore, of which Rs 8004 crore shall be loan from National Bank for Agriculture and Rural Development (NABARD) to National Dairy Development Board (NDDB) and National Cooperative Development Cooperation (NCDC) for End borrowers, Rs 2001 crore shall be end borrowers contribution, Rs 12 crore would be NDDB/NCDC's share during 5 years 2018-19 to 2022-23 and Rs 864 crore shall be contributed by DADF towards interest subvention on repayment of loan during 2018-19 to 2030-31.”

**3. Source of fund at Para 5 of the Administrative approval dated 13.04.2018 and Para 5 of the Operational guidelines may be read as under:**

“NABARD shall raise fund from the financial markets in compliance with SEBI guidelines during the period from 2018-19 to 2022-23. NABARD may use pooled fund sourced through previous borrowings to keep the cost of borrowing to the minimum. However, cost of such pooled borrowings shall be benchmarked with the average cost of funds raised earlier. Method of calculation of such average cost of funds (previously borrowed fund) may be furnished to this Department. The instrument appropriate for borrowing shall be decided by NABARD depending on the demand.”

  
**DEEPAK SETHI**  
Under Secretary  
DADF

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4. **Para 8 (ii) of the Operational guidelines may be read as under:**

"GOI shall make adequate annual Budget provision for interest subvention to NABARD for 12 years covering the entire repayment period of loan by the – eligible end borrowers under DIDF i.e. from 2018-19 to 2030-31 spill over to first qtr of 2031-32 based on annual plan submitted by NABARD. In case, the repayment is extended beyond 2030-31, budgetary support shall be provided for the extended period also."

5. **Para 1 (xiii) of Annexure II of the Operational guidelines may be read as under:**

**"Routing the project proposal of Producer Companies, Multi State Milk Cooperatives and NDDB Subsidiaries directly through NDDB (not through SPSRC), since, they are registered under Central Act. In this case, the loan will be secured only through the collateral securities.**

In case of project proposals of milk unions operating in multiple states and of registered Multi-State Cooperative Societies, Producer Companies and NDDB Subsidiaries, routing through concerned State SPSRCs may be relaxed subject to following conditions:

- (i) For all such cases NDDB/NCDC shall process loan applications/proposals and make assessment of collateral security in consultation with NABARD on case to case basis.
- (ii) All such proposals may be considered by Project Sanctioning Committee of NDDB/NCDC for appraisal and sanction. Thereafter, such proposals shall be referred to NABARD for sanction of loan component.
- (iii) NDDB/NCDC shall take collateral security from concerned End Borrower as per satisfaction of NABARD."

6. Revised Operational Guidelines is enclosed herewith.

Yours Sincerely



(Deepak Sethi)

Under Secretary to the Govt. of India

DEEPAK SETHI  
Under Secretary  
DAOF

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3. The Accountant General, Commerce, Works and Miscellaneous, AGCR Building, Near ITO, New Delhi-110002.
4. Chief Controller of Accounts, Department of Agriculture and Cooperation, Krishi Bhawan, New Delhi.
5. Advisor (Agriculture), NITI AAYOG, New Delhi.
6. Additional Secretary & Financial Advisor, Deptt. of Animal Husbandry & Dairying, Krishi Bhawan, New Delhi.
7. Joint Secretary (PF-II), Ministry of Finance, Department of Expenditure, North Block, New Delhi.
8. Joint Secretary, Ministry of Finance, Department of Economic Affairs, Banking Operation and Administration Division, Room No.6, 3rd Floor, Jeevan Deep Building, Parliament Street, New Delhi.
9. Chairman, NDDB, P.B.No.40, Anand 388001.
10. Chairman, NABARD, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051
11. Managing Director, NCDC, 4 Siri Institutional Area, Hauz Khas, New Delhi - 110016.
12. Chief General Manager, Business Initiatives Department, NABARD, Bandra - Kurla Complex, Bandra (East), Mumbai - 400 051
13. All State Governments, Department of Animal Husbandry & Dairying.
14. All MD, Milk Federation, States/ UTs
15. Technical Director, NIC ( With a request to Include the Administrative approval in website of the Department )
16. Copy for information to:
17. PS to Hon'ble Agriculture and Farmers Welfare Minister
18. PS to Hon'ble Minister of State for Agriculture and Farmers Welfare
19. PPS to Secretary (AHD&F)
20. PPS to AS &FA
21. PPS to AHC
22. PS to JS (C&DD)/ PS to JS(ANLM)/Ps to JS(LH)/JS(Fy)
23. Dir (DD)/Dir ( Budget)/DC(DD)/US (Fin)/ AC (DD)/ AO( Budget)

Yours Sincerely



(Deepak Sethi)

Under Secretary to the Govt. of India

DEEPAK SETHI  
Under Secretary  
DA&F

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F.No.02023/2/2017-CDD  
Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Animal Husbandry, Dairying & Fisheries  
Dairy Division

Krishi Bhawan, New Delhi-110001

Dated the 13<sup>th</sup> April, 2018

To

Principal Accounts Officer,  
Ministry of Agriculture and Farmers Welfare,  
Department of Animal Husbandry, Dairying and Fisheries  
16, Akbar Road Hutments,  
New Delhi-110011.

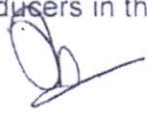
Subject: - Administrative Approval for implementation of Central Sector Scheme –  
“Dairy Processing and Infrastructure Development Fund (DIDF)” during 2018-19.

Sir

The undersigned is directed to refer to this Department's OM No 02023/2/2017-CDD dated 21<sup>st</sup> December, 2017 conveying first administrative approval for Central Sector Scheme – **Dairy Processing and Infrastructure Development Fund (DIDF)** implementation during 2017-18 and to convey administrative approval for continuation of DIDF scheme for the financial year 2018-19, with a total outlay of Rs 10881 Crore, of which Rs 8004 crore shall be loan from National Bank for Agriculture and Rural Development (NABARD) to National Dairy Development Board (NDDB) and National Cooperative Development Cooperation (NCDC) for End borrowers, Rs 2001 crore shall be end borrowers contribution, Rs 12 crore would be NDDB/NCDC's share during 3 years 2017-18 to 2019-20 and Rs 864 crore shall be contributed by DADF towards interest subvention on repayment for 10 years (2017-18 to 2028-29).

## 2. Objectives of the DIDF:

- i. To modernize the milk processing plants and machinery and to create additional infrastructure for processing more milk.
- ii. To create additional milk processing capacity for increased value addition by producing more dairy products.
- iii. To bring efficiency in dairy processing plants/producer owned and controlled dairy institutions, thereby enabling optimum value of milk to milk producer farmers and supply of quality milk to consumers.
- iv. To help the producer owned and controlled institutions to increase their share of milk, thereby providing greater opportunities of ownership, management and market access to rural milk producers in the organized milk market.

  
(कै. जी. पात्रा)  
कै. जी. पात्रा  
अवर सचिव/Under Secretary  
भारत सरकार, Govt. of India  
पशु पालन, डेयरी और मत्स्य पालन विभाग  
Department of Animal Husbandry, Dairying & Fisheries  
कृषि विभाग/Ministry of Agriculture  
कृषि भवन, नई दिल्ली  
New Delhi

Page 1 of 4

- v. To help the producer owned and controlled institutions to consolidate their position as dominant player in the organized liquid milk market and to make increased price realization to milk producers.

### 3. Components of DIDF

The broad investment activities eligible under DIDF are:

- i. Modernization & creation of new milk processing facilities
- ii. Manufacturing facilities for Value added Products
- iii. Milk Chilling infrastructure
- iv. Setting up electronic milk testing equipment
- v. Project Management and Learning
- vi. Any other activity related to the dairy sector targeted to contribute to the objectives of DIDF and decided by Government of India in consultation with the stakeholders.

### 4. Eligible institutions

(i) NDDDB and NCDC using the loans from the DIDF will lend to the following institutions

- Co-operative Milk Unions
- State Cooperative Dairy Federations
- Multi State Milk Cooperatives
- Milk Producer Companies
- NDDDB subsidiaries

(ii) Financial assistance under DIDF will be given to the end borrowers which are financially viable and willing to avail funds and also fulfill the eligibility criteria, as per Operation guidelines of DIDF.

### 5. Source of fund

NABARD shall raise fund from the financial markets in compliance with SEBI guidelines. The instrument appropriate for borrowing shall be decided by NABARD depending on the demand.

### 6. Cost of Fund to NABARD

The cost of fund to NABARD shall be the actual cost of borrowing by NABARD inclusive of interest, taxes, fees, charges, etc., plus fund management cost of 0.60% per annum. The interest rate on borrowings from market by NABARD shall vary from time to time depending upon rates prevailing at the time of raising funds.

(कै. सी. पांडे)  
(K. S. Pandey)  
अवर सचिव/Under Secretary  
भारत सरकार/Govt. of India  
पर, पालन डेयरी और मांस विभाग  
Dr. Animal Husbandry Dairying & Fisheries  
कृषि मंत्रालय/Ministry of Agriculture  
कृषि भवन, नई दिल्ली  
Krishi Bhawan, New Delhi

Page 2 of 4



**7. Interest rates on loans by NABARD to NDDB/NCDC and to End Borrower**

NABARD shall extend loans to NDDB and NCDC at fixed rate of interest of 6% per annum repayable at quarterly rests. The interest rate to end borrower shall be 6.5 % per annum to be charged by NDDB/NCDC.

**8. Budget for interest subvention:**

There is budget provision of Rs 37.00 crore during the year 2018-19, which includes Rs 24.90 crore under MH2404 (General Component), Rs 5.53 crore under MH2404 (SC Component), Rs 2.87 crore under MH2404 (Tribal Component) and Rs 2.76 crore under MH 2552 (North Eastern Region) & Rs 0.62 crore under MH2552 (SC Component), Rs 0.32 crore under MH2552 (Tribal Component).

9. The DIDF will be implemented as per the Operational Guidelines enclosed at Annexure for ready reference.

10. This administrative approval is issued with approval of Joint Secretary (CDD) vide Dy No E5442 dated 12.04.2018.

Yours Sincerely



(K.C. Patra)

Under Secretary to the Govt. of India

(कै. सी. पात्रा)  
(K. C. PATRA)  
अवर सचिव/Under Secretary  
भारत सरकार/Govt. of India  
पशु पालन डेयरी और मत्स्य मंत्रालय  
D/o Animal Husbandry Dairying & Fisheries  
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कृषि भवन, नई दिल्ली  
Krishi Bhawan, New Delhi



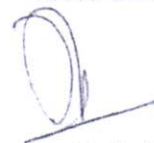
**Distribution:**

1. The Pay & Accounts Officer, PAO(Sectt)-I, Ministry of Agriculture and Farmers Welfare, Department of Animal Husbandry, Dairying & Fisheries, Room No.35, Krishi Bhawan, New Delhi
2. The Accountant General, Commerce, Works and Miscellaneous, AGCR Building, Near ITO, New Delhi-110002.
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8. Chairman, NDDDB, P.B.No.40, Anand 388001.
9. Chairman, NABARD, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051
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**Copy for information to:**

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21. Dir (DD)/Dir ( Budget)/DC(DD)/US (Fin)/ AC (DD)/ AO( Budget)

Yours Sincerely



(K.C. Patra)

Under Secretary to the Govt. of India

कृषि, पशु, मत्स्य  
(K.C. PATRA)  
अवर सचिव/Under Secretary  
भारत सरकार/Govt. of India  
एन एन ई आर और मत्स्य प्रजनन विभाग  
The Animal Husbandry Dairying & Fisheries  
कृषि मंत्रालय/Ministry of Agriculture  
कृषि भवन, नई दिल्ली  
New Delhi, New Delhi

Page 4 of 4

**Government of India**  
**Department of Animal Husbandry Dairying & Fisheries**  
**(Ministry of Agriculture and Farmers Welfare)**

**Operational Guidelines**  
**Of**  
**Dairy Processing and Infrastructure Development Fund (DIDF)**

**February, 2019**

## Operational Guidelines

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### 1. Union Budget announcement

The Union Finance Minister made the following announcement in the Union Budget for 2017-18:

*"Dairy is an important source of additional income for the farmers. Availability of milk processing facility and other infrastructure will benefit the farmers through value addition. A large number of milk processing units set up under the Operation Flood Programme have since become old and obsolete. A Dairy Processing and Infrastructure Development Fund would be set up in NABARD with a corpus of Rs 8000 crores over 3 years.*

The Union Cabinet on 12.09.2017 accordingly approved setting up the fund of Rs. 8004 crore titled 'DIDF' in NABARD with total financial outlay of Rs. 10881 crore for the project comprising (i) Rs. 8004 crore to be raised by NABARD from market. (ii) Rs. 2001 crore to be contributed by Eligible End Borrowers (EEBs) towards margin (iii) Rs. 12 crore to be contributed by NDDDB / NCDC on pro rata basis towards Project Management and Learning and (iv) Interest Subvention of Rs. 864 crore to be provided to NABARD by Department of Animal Husbandry Dairying and Fisheries (DADF), Ministry of Agriculture and Farmer welfare, Government of India, through budgetary support from Government of India.

These Operational Guidelines are framed to operationalize the Dairy Processing and Infrastructure Development Fund [DIDF] setup in NABARD. The five annexures appended to these Operational Guidelines shall be read as part and parcel of these Operational Guidelines.

### 2. Objectives of the DIDF

- i. To modernize the milk processing plants and machinery and to create additional infrastructure for processing more milk.
- ii. To create additional milk processing capacity for increased value addition by producing more dairy products.
- iii. To bring efficiency in dairy processing plants/producer owned and controlled dairy institutions, thereby enabling optimum value of milk to milk producer farmers and supply of quality milk to consumers.
- iv. To help the producer owned and controlled institutions to increase their share of milk, thereby providing greater opportunities of ownership, management and market access to rural milk producers in the organized milk market.
- v. To help the producer owned and controlled institutions to consolidate their position as dominant player in the organised liquid milk market and to make increased price realisation to milk producers.



### 3. Components of DIDF

The broad investment activities eligible under DIDF are:

- i. Modernization & creation of new milk processing facilities
- ii. Manufacturing facilities for Value added Products
- iii. Milk Chilling infrastructure
- iv. Setting up electronic milk testing equipment
- v. Project Management and Learning
- vi. Any other activity related to the dairy sector targeted to contribute to the objectives of DIDF and decided by Government of India in consultation with the stakeholders.

### 4. Eligible End Borrower (EEB)

(i) The following institutions will be eligible for loans as Eligible End Borrower under DIDF by NDDDB/NCDC:

- Co-operative Milk Unions
- State Cooperative Dairy Federations
- Multi State Milk Cooperatives
- Milk Producer Companies
- NDDDB subsidiaries

(ii) These eligible institutions will be the Eligible End Borrowers.

(iii) Financial assistance under DIDF will be given to those EEBs who are financially viable (Net worth positive and with accumulated profit etc.) and willing to avail funds as also fulfill the Eligibility Criteria at Annexure II.

### 5. Source of fund

NABARD shall raise fund from the financial markets in compliance with SEBI guidelines during the period from 2018-19 to 2022-23. NABARD may use pooled fund sourced through previous borrowings to keep the cost of borrowing to the minimum. However, cost of such pooled borrowings shall be benchmarked with the average cost of funds raised earlier. Method of calculation of such average cost of funds (previously borrowed fund) may be furnished to this Department. The instrument appropriate for borrowing shall be decided by NABARD depending on the demand.#

---

# As per corrigendum no. 02023/2/2017-CDD dated 14.02.2019

## **6. Cost of Fund to NABARD**

The cost of fund to NABARD shall be the actual cost of borrowing by NABARD inclusive of interest, taxes, fees, charges, etc., plus fund management cost of 0.60% per annum. The interest rate on borrowings from market by NABARD shall vary from time to time depending upon rates prevailing at the time of raising funds. NABARD shall endeavor to keep the cost of borrowing to the minimum and ensure that interest subvention does not exceed 2% in order that the loan is provided to the eligible end borrower at 6.5% per annum. However, in future, in case there is any increase in the costs of funds for NABARD, the interest subvention shall be decided by DADF, Ministry of Agriculture and Farmers Welfare, GoI in consultation with the Department of Expenditure, Ministry of Finance, GoI. (Para 10 (v) of CCEA Note dated 24<sup>th</sup> August, 2017).

## **7. Interest rates on loans by NABARD to NDDB/NCDC and to Eligible End Borrower**

NABARD shall extend loans to NDDB and NCDC at fixed rate of interest of 6% per annum repayable at quarterly rests. The interest rate to the Eligible End Borrower shall be 6.5 % per annum to be charged by NDDB/NCDC.

## **8. Payment of Interest subvention to NABARD**

- i. The GOI shall pay the interest subvention amount to NABARD till due outstanding loan and interest are fully paid off. The interest subvention shall be the difference between (a) costs of borrowing by NABARD (inclusive of interest, taxes, fees, charges, etc.) plus fund management cost of 0.6% per annum, and (b) the rate of interest charged on loans to NDDB/NCDC by NABARD.
- ii. GOI shall make adequate annual Budget provision for interest subvention to NABARD for 12 years covering the entire repayment period of loan by the eligible end borrowers under DADF i.e. from 2018-19 to 2030-31 spill over to first qtr of 2031-32 based on annual plan submitted by NABARD. In case, the repayment is extended beyond 2030-31, budgetary support shall be provided for the extended period also.#
- iii. NABARD will submit claim of interest subvention requirement every quarter based on drawal applications submitted by NDDB/ NCDC. The DADF will release the interest subvention amount within 30 days of receipt of claim from NABARD.
- iv. In the event of delayed release of interest subvention by DADF, it shall suitably compensate NABARD as per the cost of borrowings by NABARD.

---

# As per corrigendum no. 02023/2/2017-CDD dated 14.02.2019

DEEPAK SETHI  
Under Secretary  
DADF



## **9. Security for NABARD**

- i. All securities including state government guarantee, book debts and receivables etc., taken by NDDDB/ NCDC from eligible end borrowers under DIDF shall be held in trust by NDDDB/ NCDC on behalf of NABARD and shall be assigned to NABARD as and when demanded by NABARD. NDDDB/NCDC shall obtain consent from eligible end borrower and the state government for assigning securities in favour NABARD.
- ii. The book debts and receivables of NDDDB/NCDC under DIDF shall be held in trust by NDDDB/NCDC on behalf of NABARD and shall be assigned to NABARD as and when demanded by NABARD.
- iii. NDDDB/NCDC may maintain Debt Service reserve Account (DSRA) with minimum balance equal to two quarters dues towards interest and principal installments. NDDDB/NCDC may maintain minimum balance in DSRA in the form of fixed deposits or bank guarantee.
- iv. NDDDB/NCDC shall execute a Demand Promissory Note in favour of NABARD for each loan disbursement separately.

## **10. Repayment of principal and interest by NDDDB/NCDC to NABARD**

- i. Each loan drawal will be treated as separate loan with fixed tenure of 10 years including two year moratorium period on repayment of principal. Interest accrued on outstanding loan amount will be serviced during the moratorium period also.
- ii. Interest /principal instalment shall be paid to NABARD at quarterly rest.
- iii. Other terms and conditions of repayment have been specified in Annexure III.

## **11. Default in repayment by NDDDB/NCDC to NABARD**

- i. If NDDDB/NCDC fails to pay interest /instalment of principal on the respective due date(s), it shall be liable to pay 1 % penal interest on the amount due in addition to applicable rate of interest for the period of delay. Period of delay shall be counted from the due date. Interest shall accrue and will be payable until the actual receipt of the amount by NABARD.
- ii. Other terms and conditions governing penalty in case of default have been specified in Annexure III.

## **12. Prepayment Charges**

NDDDB/NCDC shall be liable to pay pre-payment charges to NABARD in the event of advance repayment of loan i.e. before due date in a manner as specified in Annexure III.

### **13. Monitoring of Projects**

- i. The projects under the scheme will be approved and monitored by the Committees at various levels as detailed in Annexure I.
- ii. NABARD, at its own discretion, shall have the right to undertake/ cause to undertake monitoring of projects.

### **14. NABARD shall undertake independent appraisal and**

- i. NABARD shall have the right to seek any project related information from NDDDB/ NCDC.
- ii. NABARD may demand NDDDB/NCDC to make a presentation of project proposal before the appropriate committee.
- iii. NABARD may advise NDDDB/ NCDC to arrange for additional security from eligible end borrower.

### **15. These operational guidelines and Annexures form part of the Memorandum of Agreement.**

### **End of Operational Guidelines**

  
DEEVAK SETHI  
Under Secretary  
DADF

### Implementation and Monitoring Mechanism

Projects under the scheme will be approved and monitored by the committees, to be set up as indicated below:

1. **Central Project Steering Committee (CPSC):** CPSC will be headed by Secretary, DADF, Government of India and will provide policy and strategic support.

#### 1.1 Constitution of CPSC

Members of CPSC will be:

- i. Secretary, DADF, Gol - Chairperson of the Committee
- ii. Chairperson, NABARD or his nominee not below the rank of Deputy Managing Director
- iii. Chairperson, NDDDB or his nominee not below the rank of Executive Director
- iv. Managing Director/Deputy Managing Director, NCDC
- v. Additional Secretary & Financial Advisor, DADF, Gol
- vi. Joint Secretary (Dairy Development), DADF, Government of India
- vii. Managing Director/ Executive Director, NDDDB
- viii. Executive Director, NCDC
- ix. Group Head (FPS), NDDDB/ Financial Advisor, NCDC
- x. Director, DADF, Gol – Member Convener

#### 1.2 Functions of CPSC:

- i. CPSC will be responsible for approval / modification of operational guidelines of the DADF scheme.
- ii. Annual Action Plans, as finalized by NDDDB and NCDC will be approved by CPSC. Final annual fund drawal plan shall be approved by CPSC.
- iii. CPSC shall be empowered to decide the composition of CPSC & Project Sanctioning Committee (PSC) of NDDDB/NCDC.
- iv. CPSC will be empowered to invite external experts from the field of animal husbandry and dairy sector as a member of CPSC.
- v. The CPSC will be fully empowered to make any changes and delegate powers that may be necessary for smooth implementation of the scheme and its sub-projects.



- vi. CPSC would meet twice a year, or as frequently as may be required, and provide policy and strategic support to the project.
- vii. Overall monitoring of the scheme will be done by DADF at central level whereas at individual project level NDDDB and NCDC will implement & monitor their respective projects centrally.

## **2. State Project Screening and Review Committee (SPSRC):**

State Government will constitute a SPSRC headed by Chief Secretary or an Officer not below the rank of Principal Secretary / Secretary (Department of Animal Husbandry) to the State Government nominated by the State Government for screening of the projects.

### **2.1 Constitution of SPSRC:**

Members of SPSRC would be:

- i. Chief Secretary or an Officer not below the rank of Principal Secretary / Secretary (Department of Animal Husbandry) to State Government nominated by the State Government – Chairperson of the Committee
- ii. The CGM/ Officer In charge of the State Regional office of NABARD or his nominee
- iii. Representative from Department of Finance of the State Government
- iv. Managing Director, State Dairy Federation
- v. Representative from NDDDB / NCDC – Member Convener
- vi. Representative from DADF, GoI
- vii. Representative from Animal husbandry / Dairy Development Department of the State Government

### **2.2 Functions of SPSRC**

Functions of SPSRC shall be as under:

- i. SPSRC shall screen the proposals presented before itself by NDDDB/NCDC and recommend to NDDDB/NCDC for sanction. NDDDB/NCDC shall apprise SPSRC of every project proposal which they have received along with the findings.
- ii. If NDDDB/NCDC in order to secure its loan recommends guarantee from state government on behalf of eligible end borrower, SPSRC shall arrange commitment letter from state government for providing the guarantee on behalf of eligible end borrower. SPSRC shall ensure that state government waives the guarantee fee, if any.

  
DEEPAK SETHI  
Under Secretary  
DADF

- iii. If NDDDB/ NCDC recommends margin contribution by state government on behalf of eligible end borrowers who do not possess adequate capacity to contribute towards the margin, SPSRC shall ensure issuance of commitment letter from state government for offering necessary grant components to cover the eligible end borrowers contribution.
- iv. SPSRC shall facilitate the statutory clearance from state government, if any.
- v. SPSRC shall ensure that there is no duplication of activities, efforts and resources.
- vi. SPSRC will review the progress of the DIDF supported projects at the state level and monitor as well as review repayment of loans, etc., taken by eligible end borrowers in a timely manner. Necessary guidance and directions shall also be issued by CPSC from time to time in this regard.
- vii. SPSRC shall ensure that sufficient budgetary allocation is made under the State Plan Budget annually and at the time of formulation of sub-project proposals, in order to meet margin contribution and exigencies in case of default by eligible end borrower for repayment of outstanding loan amount to NDDDB/NCDC.

### **3. Project Sanctioning Committee (PSC):**

Two PSCs will be set up. One by NDDDB and another by NCDC.

#### **3.1. PSC of NDDDB:** PSC of NDDDB will be headed by Managing Director/Executive Director of the implementing agencies NDDDB with the following members:

- i. Managing Director / Executive Director, NDDDB -Chairperson of the Committee
- ii. Representative from DADF, GoI
- iii. Group Head (FPS), NDDDB– Member Convener
- iv. Representative from the concerned State Government and the State Dairy Federation would be an invitee while discussing the proposals pertaining to that particular state.

#### **3.2. PSC of NCDC:** PSC of NCDC will be headed by Managing Director/Deputy Managing Director of the implementing agency (NCDC) with the following members:

- i. Managing Director /Deputy Managing Director, NCDC –Chairperson of the Committee
- ii. Representative from DADF, GoI
- iii. Executive Director, NCDC



- iv. Financial Advisor, NCDC– Member Convener
- v. Representative from the concerned State Government and the State Dairy Federation would be an invitee while discussing the proposals pertaining to that particular state.

### **3.3 Functions of Project Sanctioning Committee (PSC):**

- i. The PSCs will have the authority to firstly approve and then recommend to NABARD projects recommended by respective State Project Screening and Review Committee (SPSRC).
- ii. PSC will be responsible for consideration of proposals received from eligible end borrowers and recommended by SPSRC.
- iii. The PSC will meet quarterly or as frequently as necessary to ensure that proposals received from eligible end borrowers are considered expeditiously.
- iv. PSC will have the power to authorize re-appropriation of funds within project components for the same eligible end borrower; and to change norms/unit cost of component/items of the project as per guidelines issued by Government from time to time.
- v. PSC shall approve projects and recommend them to NABARD for consideration of sanction by NABARD. NDDB/ NCDC shall issue sanction letters only to those projects which have been cleared by NABARD. In case of non approval by NABARD, PSC shall be apprised of the decision along with reasons thereof, in the next meeting.
- vi. In case of project being rejected by PSC, NDDB/NCDC shall apprise SPSRC about it along with the reasons.

### **4. Appraisal by NDDB/ NCDC**

- i. Eligible end borrower shall approach NDDB/NCDC with project proposal. NDDB/NCDC shall assist eligible end borrower in preparation of detailed project report (DPR) if required.
- ii. NDDB/NCDC shall undertake the detailed appraisal including the financial analysis of the borrower.
- iii. During appraisal process NDDB/NCDC shall examine the security/collaterals offered by eligible end borrower.
- iv. NDDB/ NCDC shall lend against state government guarantee as per

**Annexure II.**

  
**DEEPAK SETHI**  
Under Secretary  
DADF

- v. During appraisal NDDDB/ NCDC shall also look into margin contribution to be provided by eligible end borrower, as stipulated in Annexure II.
- vi. After the appraisal process is complete, NDDDB/ NCDC shall convene SPSRC.

5. NDDDB and NCDC being implementing agencies shall constitute Implementation and Monitoring Cell (IMC) for the purpose of implementation of dairy projects sanctioned by the respective agencies. IMC will be supported by various Technical Groups within NDDDB/NCDC during implementation of the project. IMC will do financial appraisal of the eligible end borrowers' proposals received through State Government based on technical feasibility carried out by respective technical groups of NDDDB / NCDC.

NDDDB/NCDC shall consult eligible end borrowers to generate Detailed Project Report (DPRs), to appraise and to get it recommended by State Project Steering and Review Committee.

**End of Annexure I**

  
**DEEPAK SETHI**  
Under Secretary  
DAOF

**Terms and conditions for Lending by NDDB/NCDC and repayment by Eligible End Borrower**

**1 Lending Terms by NDDB/NCDC to Eligible End Borrower**

The terms of lending to Eligible End Borrowers based on the following broad terms:

- i. The selection of projects shall be decided by the NDDB/NCDC keeping in overall objectives, eligible activities and eligible beneficiaries approved under the fund.
- ii. NDDB/NCDC shall lend against state government guarantee except as mentioned at para 1 of sub para (xii) and (xiii) of annexure II. SPSRC shall secure the commitment letter from State Government for providing guarantee on behalf of eligible end borrower.\*
- iii. NDDB/NCDC shall lend against margin contribution from eligible end borrower. Eligible end borrower shall contribute minimum 20% of project cost. In case eligible end borrower does not possess adequate capacity to contribute towards the margin, SPSRC shall secure commitment letter from state government for providing margin contribution on behalf of eligible end borrower.
- iv. The interest rate to eligible end borrower shall be 6.5% per annum to be charged by NDDB/NCDC. Interest/Principal shall be payable monthly by eligible end borrower to NDDB/NCDC.
- v. NDDB/NCDC shall ensure DSRA is created immediately after the fund is disbursed from NDDB/NCDC to eligible end borrower. Eligible end borrower shall maintain Debt Service Reserve Account (DSRA) covering minimum of 2 quarter interest and principal installment.
- vi. The implementing agency, i.e. NDDB/NCDC will prescribe the targets in efficiency and output parameters, to each of the borrower, which they have to achieve with the loan provided.

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\*as per addendum no. 02023/2/2017-CDD dated 14.03.2018.

  
**DEEPAK SETHI**  
Under Secretary  
DADF



- vii. The tenor of the loan to the eligible end borrower under the fund shall be maximum 10 years including two years moratorium. However, NDDDB/NCDC may decide upon the actual repayment based on the type of investment and projected cash flows and securities thereof.
- viii. A bilateral agreement shall be signed between NDDDB/NCDC, and Eligible End Borrower.
- ix. NDDDB/ NCDC shall have a clause in its loan agreement with eligible end borrower that "Eligible end Borrower gives consent /causes to give consent for assigning the securities, which were offered by it to NDDDB/NCDC under DIDF, in favour of NABARD."
- x. NDDDB/ NCDC shall ensure incorporation of a provision in the State Government guarantee to the effect that the state government shall have no objection for assignment of the guarantee to third party by NDDDB/NCDC.
- xi. NDDDB/NCDC shall ensure that borrower compulsorily signs transparency covenant for all suppliers/contractors.
- xii. **Relaxation of State Government Guarantee in the cases where the eligible End Borrower has sufficient collateral securities.** The condition of requirement of State guarantee is relaxed for project where Eligible End Borrower's have sufficient collateral security, subject to the condition that such proposal of NDDDB/NCDC shall be examined in consultation with NABARD for approval on case to case basis.\*
- xiii. **Routing the project proposal of Producer Companies, Multi State Milk Cooperatives and NDDDB Subsidiaries directly through NDDDB (not through SPSRC), since, they are registered under Central Act. In this case, the loan will be secured only through the collateral securities.**

[-----section revised-----]\*

In case of project proposals of milk unions operating in multiple states and of registered Multi-State Cooperative Societies, Producer Companies and NDDDB Subsidiaries, routing through concerned State SPSRCs may be relaxed subject to following conditions:

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\*as per addendum number 02023/2/2017-CDD dated 14.03.2018

- i. For all such cases NDDDB/NCDC shall process loan applications/proposals and make assessment of collateral security in consultation with NABARD on case to case basis.
  - ii. All such proposals may be considered by Project Sanctioning Committee of NDDDB/NCDC for appraisal and sanction. Thereafter, such proposals shall be referred to NABARD for sanction of loan component.
  - iii. NDDDB/NCDC shall take collateral security from concerned End Borrower as per satisfaction of NABARD.#
- 2. Repayment of principal and interest by Eligible End Borrower to NDDDB/NCDC**
- i. The tenor of the loan to the eligible end borrower under the fund shall be maximum 10 years including two years moratorium. However, NDDDB/NCDC may decide upon the actual repayment period/ revision of previously approved repayment period based on the type of investment and projected cash flows and securities thereof. The total repayment period including extension if any shall not exceed 10 years inclusive of moratorium.
  - ii. Interest shall be payable at monthly intervals. Interest shall be calculated on daily product basis without compounding and interest amount so calculated shall be payable on 1<sup>st</sup> day of the subsequent month.
  - iii. Principal is to be repaid in monthly installments after completion of moratorium period, if any, within the loan tenure. Moratorium period shall be calculated from the date of the first disbursement of loan.
  - iv. In case of delay in the repayment of principal/interest, additional interest at the rate of 3% over and above normal interest shall be payable.
- 3. Eligibility Criteria for eligible end borrower to avail funds under DIDF**
- Technical, Institutional/ Governance Criteria for eligible end borrower is as follows:
- 3.1 Technical Criteria:**
- i. The borrower should have required environmental/ statutory clearances for setting up of plants.

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\*as per addendum number 02023/2/2017-CDD dated 14.03.2018

# As per corrigendum no. 02023/2/2017-CDD dated 14.02.2019

  
**DEEPAK SETHI**  
Under Secretary  
DADF



- ii. The borrower should have its own land/ long term lease, free from encumbrances, in case of setting up of new plant or expansion of existing plant. In case of lease, requisite No Objection Certificate from the concerned authority for mortgage to NDDDB/NCDC would have to be obtained.

### **3.2 Financial Criteria:**

- i. Audit of accounts should be up-to-date and the auditor's observations should not contain any adverse opinion or disclaimer.
- ii. The borrower should not be in a default to any bank/financial institution on the date of applying for loan.
- iii. All outstanding dues to producer members should not exceed four payment periods.
- iv. The borrower should have positive net worth.
- v. The borrower shall provide its consent for assignment, in favour of NABARD, of all securities taken by NDDDB/NCDC for securing its loan. In case of reassignment, cost involved shall be recovered from eligible end borrower.
- vi. The financial returns of the project should meet the requirements decided by NDDDB/NCDC from time-to-time.
- vii. The borrower should not have any receivable over one year from the state government.

### **3.3. Institutional/ Governance Criteria:**

- i. Should have a duly constituted Governing Body such as Board of Directors/Management Committee as applicable to the legal form of the eligible end borrower.
- ii. Should have a full time Chief Executive/Managing Director (or equivalent) and adequate number of qualified technical and managerial personnel at key positions.
- iii. Should not have any Director on the board who has defaulted to any bank/ financial institution.

### **3.4 Loan Swapping:**

Loan available from other financial institutions for the projects under execution may be considered for loan swapping under DIDF scheme subject to fulfilling the following pre-conditions:

- i. Eligible end borrower should obtain no objection certificate (NOC) from concerned financial institution/ funding agencies.



- ii. Eligible end borrower will have to qualify for all eligibility criteria defined under the DIDF scheme.
- iii. No cases / disputes should be pending in the court of law in relation to the project under consideration.
- iv. Reassessment of project cost estimated, procurement (purchase) procedures and viability as per the terms and conditions of the DIDF scheme.
- v. Assessment of capability of eligible end borrower to provide adequate security including State Government guarantee.

**End of Annexure II**

  
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Under Secretary  
DADF

## ANNEXURE III

### Terms and Conditions for lending by NABARD to NDDDB/NCDC

#### 1. Release of Loan

- i. NDDDB/ NCDC shall communicate its own sanction to eligible end borrower only after the project is sanctioned by NABARD.
- ii. NDDDB/NCDC shall approach NABARD for drawals, only after NDDDB/NCDC executes all the loan documents with the eligible end borrower.
- iii. NABARD shall allow one drawal during the quarter with minimum size of Rs. 500 crore for one or more number of projects. NABARD at its own discretion may relax this condition. NABARD shall release funds within 30 days from the date of receipt of drawal application completed in all respects.
- iv. In the event NDDDB/NCDC, after giving notice, does not avail funds so raised by NABARD for some reason, it shall be liable to pay commitment charges to NABARD to compensate for financial loss suffered in the process. This charge will be the difference between cost of borrowings of NABARD and the prevailing reverse repo rate for the period such borrowings remain unutilized under this scheme.
- v. NDDDB/NCDC along with the drawal application shall also submit the utilization certificate for previous disbursement. NABARD shall have the right to withhold further disbursements to NDDDB/NCDC in case the previous disbursement is not utilized to the extent of 90%. Utilization Certificate format shall be given by NABARD.
- vi. The default risk from the eligible end borrower shall be with NDDDB/ NCDC and NDDDB/NCDC shall repay the principal installment and interest to NABARD on due date(s), irrespective of the actual recovery from its borrowers.
- vii. Format for drawal application, Demand Promissory Note (DPN), Debt Service Reserve Account (DSRA) and assignment of securities shall be provided by NABARD.

#### 2. Interest rates on loans by NABARD to NDDDB/NCDC

NABARD shall extend loans to NDDDB and NCDC at fixed rate of interest of 6% per annum payable at quarterly rests.

### **3. Repayment of principal and interest by NDDB/NCDC to NABARD**

- i. Each loan drawal will be treated as separate loan with fixed tenor of 10 years including two year moratorium period on repayment of principal. Interest accrued on outstanding loan amount will be serviced during the moratorium period also.
- ii. Interest shall be paid to NABARD on quarterly basis. Interest for the quarter shall be payable on 1<sup>st</sup> day of subsequent quarter.
- iii. Principal shall be repaid to NABARD in quarterly instalments. Principal instalment shall be payable on last day of the same quarter.
- iv. If due date for payment of principal installment falls on Saturday, Sunday and Holiday(s) at NABARD Head Office, the due date shall be deemed to be the preceding business day.
- v. If due date for payment of interest falls on Saturday, Sunday and Holiday(s) at NABARD Head Office, the due date shall be deemed to be the next business day.
- vi. NDDB/NCDC shall be free to pay interest/principal relating to quarter anytime during the quarter before the due date. However, if NDDB/ NCDC pays interest/ principal instalments for subsequent quarter(s), it shall be liable to pay pre-payment charges as specified below at Para 6.
- vii. NABARD shall not issue any notice to NDDB/NCDC for repayment of principal or payment of interest. NDDB/NCDC themselves, on a continuous basis, shall maintain the schedule of interest payment/ principal repayment to NABARD.

### **4. Prepayment Charges**

NABARD may accept advance repayment of loan subject to the condition that NDDB/NCDC gives three days clear notice (excluding Saturdays, Sundays and Bank Holidays) to NABARD for such advance payment, provided that if NDDB/NCDC fails to give aforesaid advance notice of three days, the repayment shall be deemed to have been made after three days (excluding Saturdays, Sundays and Bank Holidays) from the actual date of realization of payment and interest will be levied accordingly. However, irrespective of three days' notice given to NABARD by NDDB/NCDC, it shall be liable to pay pre-payment charge on the prepaid amount. Prepayment charge shall be equivalent to difference between cost of borrowing of NABARD inclusive of interest, fee, charges, taxes if any and the prevailing yield on

  
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Under Secretary  
DADF



10 year G-Sec for the period for which amount was prepaid. NABARD at its discretion may waive the prepayment charges in following circumstances:

- i. Where eligible end borrower prepays entire outstanding to NDDDB/NCDC out of its genuine business revenue and in turn NDDDB/ NCDC prepays to NABARD.
- ii. Where eligible end borrower defaults to NDDDB/NCDC and the latter makes the prepayment to NABARD for closure of loan account out of the proceeds received by invoking state government guarantee and/or out of proceeds received by liquidating the secured assets of the eligible end borrower.

**5. Default in repayment by NDDDB/NCDC to NABARD**

- i. If NDDDB/NCDC fails to pay interest on due date, it shall be liable to pay 1 % penal interest in addition to applicable rate of interest on interest due for the period of delay.
- ii. If NDDDB/NCDC fails to pay the principal instalment on due date, it shall be liable to pay additional interest (over and above the lending rate) at the rate of 1% per annum on the defaulted amount for the period of default.
- iii. If any principal instalment/interest remains unpaid on due date, NABARD shall have the right to issue notice to NDDDB/NCDC for the payment of the same. If it is still not paid to NABARD within 15 days, NABARD shall be entitled to approach concerned State Government/ GoI for recovery of the dues.
- iv. In the event of NDDDB/NCDC receiving any amount through invocation of state government guarantee and if NDDDB/NCDC is in default to NABARD then NDDDB/NCDC shall pass on such proceeds to NABARD till all its dues are cleared.

**6. Stoppage of further disbursements**

- i. Without prejudice to NABARD's rights and any other legal remedies as may be available to it upon breach of any or all of the terms and conditions herein, NABARD at its sole discretion shall stop further disbursement of the loans and advances to NDDDB/NCDC.
- ii. Notwithstanding what is contained in para (i) above, on the occurrence of default in repayment of any installment of the principal or payment of any installment of the interest, it shall be open to NABARD to stop further disbursement of loans until such amounts in default are paid in full by

NDDDB/NCDC. In such an event, NABARD shall not be liable for any loss, damage or expenses that may be caused in the completion of the projects.

- iii. NABARD shall also have the right to withhold further disbursements to NDDDB/NCDC in case the previous disbursement is not utilized to the extent of 90% at the time of submitting the drawal application to NABARD. This is without any prejudice to NABARD's right to recall the unutilized portion.

**7. Appropriation of Payments**

- i. All amounts paid by NDDDB/NCDC to NABARD shall be appropriated towards interest accrued on the overdue interest, overdue interest, overdue loan amount if any in that order. Regular repayments will be first adjusted towards interest due followed by principal.
- ii. If the amount repaid by NDDDB/NCDC is in excess of instalment of principal /interest, such excess amount shall be paid back to NDDDB/NCDC by NABARD within 10 days.

**End of Annexure III**

  
DEEPAK SETHI  
Under Secretary  
DADF





F.No.22-11/2015-DP  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry & Dairying

\*\*\*\*

Krishi Bhawan, New Delhi  
Dated 1<sup>st</sup> April 2019

**Subject:- Administrative Approval of Central Sector scheme "Supporting Dairy Cooperatives and Farmer Producer organizations engaged in dairy activities" during 2019-20**

The undersigned is directed to convey the Administrative Approval towards implementation of Central Sector Scheme "Supporting Dairy Cooperatives and Farmer Producer organizations engaged in dairy activities" during severely adverse market conditions, natural calamities or unforeseen exigencies. The scheme was earlier named "Supporting State Cooperative Dairy Federations". The scheme will be implemented by National Dairy Development Board.

2. A corpus of Rs. 300 crore will be kept in perpetuity with National Dairy Development Board to be used for providing soft loans for working capital to enable Cooperative Societies and farmer producer organizations engaged in dairy activities to provide a stable market access to farmers.

3. The objective of the scheme is as follows:-

- i) To assist the Cooperative Societies and farmer producer organizations engaged in dairy activities by providing soft working capital loan to tide over the crisis on account of severely adverse market conditions or natural calamities.
- ii) To provide stable market access to the dairy farmers.
- iii) To enable Cooperative Societies and farmer producer organizations engaged in dairy activities to continue to make timely payments of dues to the farmers.
- iv) To enable the cooperatives & farmer producer organizations engaged in dairy activities to procure milk at a remunerative price from the farmers, even during the flush season.

4. A copy of the guidelines of the scheme is **enclosed** herewith. Proposal may be prepared and submitted as per the guidelines to National Dairy Development Board, Anand.

5. Participating States/State Implementing Agencies will submit quarterly progress reports (QPR), annual report, audit reports etc along with utilization certificate in the prescribed formats. The funds released under the project will be subjected to AG Audit of the concerned State.

6. This issues with the approval of Joint Secretary (C&DD) vide Dy.No.E-2162 dated 14.03.2019.

  
(Deepak Sethi)

Under Secretary to the Government of India

DEEPAK SETHI  
Under Secretary

DADE Page 1 of 5

**Distribution:**

1. Chairman, National Dairy Development Board, Anand, Gujarat
2. Chief Executive Officer, Niti Ayog, Yojana Bhawan, New Delhi
3. Principal Accounts Officer, Ministry of Agriculture, Department of Animal Husbandry Dairying and Fisheries, 16-A, Akbar Road Hutments, New Delhi-110011.
4. Chief Controller of Accounts, Department of Agriculture, Cooperation & Farmers Welfare, Krishi Bhawan New Delhi.
5. Accountant General, AGCR Building, New Delhi-110002
6. Principal Secretary/Secretary, Department of Animal Husbandry/Dairy Development, All States and UT's
7. Managing Director, Milk Federation, All States and UTs

Copy for kind information to:

Sr.PPS to Secretary (AHD&F), PPS to AS &FA, PS to JS(C&DD)/ DC (DD)/ AC (DD)/ US(Budget)/ Guard file.

  
(Deepak Sethi)  
Under Secretary to the Government of India

DEEPAK SETHI  
Under Secretary  
DA&F



## GUIDELINES OF THE SCHEME

- i. The scheme will be driven by a High Powered Committee chaired by Secretary (DADF). The Composition of the High Powered Committee will be as follows:-

- a) Secretary (DADF)- Chairman
- b) AS & FA, DADF- member
- c) Managing Director, National Dairy Development Board- member & convener.
- d) Joint Secretary (Dairy Development), DADF- member

The High Powered Committee will decide on the disbursement under the scheme.

- ii. A corpus of Rs. 300 crore in perpetuity with NDDDB to be used for providing soft loans for working capital to enable Cooperative Societies and farmer producer organizations engaged in dairy activities to provide a stable market access to farmers.

- iii. **Eligible Organizations:** Cooperative Societies and farmer producer organizations (FPOs) engaged in dairy activities.

- iv. **Eligibility Criteria:**

- Cooperative Societies and farmer producer organizations engaged in dairy activities which fulfil the following criteria will be eligible for working capital loan from the **corpus fund**; to be repaid within nine months-
  - a. Must not be a defaulter in repayment of long term loan or working capital loan to NDDDB and/or NCDC.
  - b. Past accounts, upto the previous financial year, must be attached with the loan application.
  - c. The Debt Service Coverage Ratio (DSCR) of the operations to cover the total liability towards lenders should work out to a minimum of 1.25 times.
  - d. The Cooperatives and FPOs engaged in dairy activities must post Operating Profits of the last 3 consecutive financial years. 'Other income & grant' should not be considered for calculation of Operating Profit.
  - e. Current Ratio should be a minimum of 1.00. 'Non recoverable debtors' shall be excluded from debtors and 'short term loan & interest due' to be included in current liabilities in calculation of Current Ratio.
  - f. Only those Cooperative Societies and farmer producer organizations engaged in dairy activities will be eligible which have not received any element of subsidy from the State Government for milk procurement. Those States where subsidy is paid either to the State Federations or directly to the farmers for milk procurement shall not be eligible to receive working capital loan on soft terms under this scheme.

**Note:-**

- a. The eligible borrowers must submit their application for working capital in a prescribed format to NDDDB.

DEEPAK SETHI  
Under Secretary  
DADF

- b. The details required would include month-wise details of milk procurement, liquid milk sale and milk disposed in various products for the past financial year and month-wise projected details, including projected cash flow for the financial year(s) of the working capital loan drawl and repayment.
- c. The borrower would also need to submit audited annual accounts for the last three financial years.

v. **a) Computation of maximum eligibility of Working Capital:** The maximum eligibility of working capital shall be assessed as per the following formula.

- i. Working capital requirement during flush months is equivalent to:  

$$[(MPPD - LMPD) \times MPP \times 120]$$
Where: MPPD = Milk Procurement Per Day in Kg  
LMPD = Liquid Milk sale Per Day in Kg  
MPP = Milk Procurement Price paid to DCS per Kg. (120 days flush period)
- ii. Working capital requirement during lean months milk procurement period is equivalent to:  
Cost of powder & white butter requirement during lean procurement months (80% of the purchase value)
- iii. Net working capital requirement:  
Working capital requirement assessed as per (i) and/or (ii)  
Less: share capital / free reserves invested in Fixed Deposits/ Bank Accounts, etc.

**b) Maintenance, upkeep and distribution of Corpus fund:** It is proposed to create a corpus of Rs 300 crore under NDDDB through a separate designated bank account which will be audited by internal and statutory auditor of NDDDB as per NDDDB Act. In addition, DADF may, as and when it is deemed necessary by it, get the accounts of the corpus fund audited by CAG of India.

The High Powered Committee set under the chairmanship of Secretary (DADF) will indicate state wise allocation of working capital fund.

**c) Fund Disbursement:** Fund disbursement shall be decided by HPC. The withdrawal of funds shall commence after the borrower completes the execution of documents and other formalities relating to security coverage. The withdrawal of the sanctioned loan shall be allowed in a maximum of 4 installments depending upon the requirement of the borrower.

NDDDB shall ascertain the projected cash flow and carry out financial appraisal to work out the Debt Service Coverage Ratio (DSCR). NDDDB shall convey the approval of working capital loan to the borrower through a sanction letter.

**d) Security & documentation:**

- i. Board resolution
- ii. Working Capital Loan agreement
- iii. Demand Promissory Note

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Under Secretary  
DADF



- iv. Letter of Continuity
- v. Letter of Hypothecation (for first charge on stock)
- vi. Post Dated Cheques (PDCs) for repayment of principal and interest
- vii. Escrow arrangement on the operating bank account where all sale proceeds of the borrower are deposited for securing repayment in case of default.

In order to ensure that PDCs get paid on presentation, undertaking will be required from the borrower confirming that (i) the borrower will not request NDDDB to withhold presentation of PDC citing any reason and (ii) the borrower will ensure adequate funds on the due date of PDC and (iii) in the eventuality of any cheque getting dishonored, the borrower will not request NDDDB to abstain from taking action under section 138 of Negotiable Instruments Act.

- e) **Rate of Interest:** The rate of interest proposed to be simple interest of 5 % per annum (floating rate), which will be calculated on a monthly rest basis from the date of disbursement of loan.

The penal rate of interest in case of default in repayment will be @ 2.00% per annum over & above the normal interest to be compounded monthly or any such rate as may be specified by High Powered Committee set under the chairmanship of Secretary (DADF).

- f) **Repayment period:** The principal along with interest shall be repaid within a maximum period of nine months from the date of release of each installment.

g) **Other terms and conditions**

The eligible organization availing subsidy shall keep NDDDB informed on the following in the prescribed format:

a) Monthly Audited Fund Utilization Statement.

b) Monthly Stock Statement. NDDDB shall physically verify the stock of commodities purchased/ converted by the borrower by availing working capital loan from NDDDB. The fund utilization, stock position of commodities purchased and cash-flow will be assessed/reviewed monthly by NDDDB and installments after the first shall be released only after ensuring that the borrower has utilized the previous amount as per the scheme and physical verification of stock.

c) Interest or profit earned by NDDDB on the corpus or from working capital loans will be ploughed back to the corpus. NDDDB will furnish statement of account of the corpus to Govt. of India on a periodic basis.

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DEEPAK SETHI  
Under Secretary  
DADF





F. No.1-1/2012-DP  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry and Dairying  
\*\*\*\*

Krishi Bhawan New Delhi

Dated: 1 April, 2019

**Subject: Administrative approval for implementation of Central Sector Scheme "National Programme for Dairy Development" during 2019-20 .**

The undersigned is directed to convey the Administrative Approval for continuation of Central Sector Scheme "National Programme for Dairy Development (NPDD)" with a budget allocation of Rs.325 crore during the year 2019-20. The objectives of the scheme are as follows:-

- a) To create and strengthen infrastructure for production of quality milk including cold chain infrastructure linking the farmer to the consumer;
- b) To create and strengthen infrastructure for procurement, processing and marketing of milk and milk products;
- c) To create training infrastructure for training of dairy farmers;
- d) To strengthen dairy cooperative societies/Producers Companies at village level;
- e) To increase milk production by providing technical input services like cattle-feed, and mineral mixture etc;
- f) To assist in rehabilitation of potentially viable milk federations/unions;

2. A copy of the guidelines of NPDD and brief description of activities to be taken up is **enclosed** herewith. It is requested that a comprehensive proposal for NPDD may be prepared as per the guidelines of the scheme and submitted to the Department of Animal Husbandry and Dairying. Priority is to be given to 100% coverage of village level dairy cooperative society, Organization of new DCS for installation of Bulk Milk Coolers (BMC) and Automatic Milk Collection Unit (AMCU)/Data Processing and Milk Collection Unit (DPMCU) besides laboratory and ICT network.

3. The State proposals will be scrutinized by the Department of Animal Husbandry Dairying & Fisheries and sanctions will be issued with the approval of the competent authority.

4. Participating States/State Implementing Agency will supply information in form of farmer members inducted as members/pourers belonging to **Schedule Castes, Scheduled Tribes** and **Women** benefited from the scheme on quarterly basis. It may be ensured that 16.6% and 8.6% of the funds are targeted for SC and ST farmers/beneficiaries respectively under Scheduled Castes Special Plan (SCSP) and Tribal Sub Plan (TSP) as per directives of NITI Ayog.

5. Participating States/State Implementing Agencies will submit quarterly progress reports (QPR), annual report, audit reports etc along with utilization certificate duly signed by State Government Official in the prescribed formats. In case of release of last

  
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Under Secretary  
DAADF

installement under the project, consolidated utilization certificate, Quarterly progress Report, audit expenditure statement may be submitted. Technical Monitoring Committee (TMC) meetings shall be held regularly to review the progress of project under intimation to this Department. The funds released under the project will be subjected to AG Audit of the concerned State.

6. The project completion report shall be submitted supported by UC, QPR and audited expenditure statement through State Government.

7. This issues with the approval of Joint Secretary(C&DD) vide diary No. E-746 dated 28.03.2019

Yours faithfully,



(Deepak Sethi)

Under Secretary to the Government of India

Distribution:

1. Principal Secretary/Secretary, Department of Animal Husbandry/Dairy Development, All States and UT's (Speed post)
2. Advisor (PAMD, Niti Ayog, Agriculture Division, Yojana Bhawan, New Delhi
3. Principal Accounts Officer, Ministry of Agriculture, Department of Animal Husbandry Dairying and Fisheries, 16-A, Akbar Road Hutments, New Delhi-110011.
4. Accountant General, AGCR Building, New Delhi-110002.
5. Chief Controller of Accounts, DAC, Krishi Bhawan New Delhi.
6. Managing Director, Milk Federation, All States (Speed post)
7. Chairman, National Dairy Development Board, Anand, Gujarat

DEEPAK SETHI  
Under Secretary  
C&DD

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# **OPERATIONAL GUIDELINES FOR IMPLEMENTATION OF NATIONAL PROGRAMME FOR DAIRY DEVELOPMENT (NPDD)**

## **1. OBJECTIVES :**

- to create and strengthen infrastructure for production of quality milk including cold chain infrastructure linking the farmer to the consumer;
- to create and strengthen infrastructure for procurement, processing and marketing of milk;
- to create training infrastructure for training of dairy farmers;
- to strengthen dairy cooperative societies/Producers Companies at village level;
- to increase milk production by providing technical input services like cattle-feed, and mineral mixture etc;
- to assist in rehabilitation of potentially viable milk federations/unions;

## **2. DURATION OF THE PROJECT:**

National Programme for Dairy Development (NPDD) will be implemented throughout the country during 12<sup>th</sup> Five Year Plan (2013-2017) and will continue till 2019-20.

## **3. AREA OF OPERATION:**

3.1 NPDD will be implemented throughout the country.

3.2 NPDD will finance all components in those States where National Dairy Plan, Phase I is not being implemented i.e in the following States and regions:  
Delhi, Goa, Puducherry, Himachal Pradesh, Arunachal Pradesh, Assam, Meghalaya, Manipur, Mizoram, Nagaland, Sikkim, Tripura, Jammu & Kashmir, UT of Chandigarh, Daman & Diu, Lakshadweep, Andaman and Nicobar.

3.3 In the case of States covered by National Dairy Plan Phase-I (NDP-I) (i.e, Andhra Pradesh, Bihar, Chhattisgarh, Gujarat, Haryana, Jharkhand, Karnataka, Kerala, Madhya Pradesh, Maharashtra, Orissa, Punjab, Rajasthan, Tamil Nadu, Uttarakhand, Uttar Pradesh, West Bengal), NPDD will cover those components that are not covered by NDP.

## **4. FUNDING PATTERN:**

### **• NPDD Funding Pattern:**

NPDD will be implemented on 100 % grant-in-aid basis for all components, except for the following activities:

- installation of bulk milk coolers;
- milk processing plants;
- milk powder plants; and,
- rehabilitation Milk Unions/ federations

  
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Under Secretary  
DAF

- For the first three components, viz.- installation of bulk milk coolers, milk processing plants and milk powder plants,- the funding pattern will be as under:
  - In NDP States -50% grant in aid.
  - For Milk Unions/Federations of North Eastern States and of hilly areas (more than 1000 meter above sea level) in hilly States of Jammu & Kashmir, Uttarakhand and Himachal Pradesh, central assistance would be 90%
  - For other non-NDP States:
    - For profit making EIAs-i.e. EIAs with accumulated profit of Rs One crore or more in the previous financial year - 75 % grant in aid
    - For other EIAs-i.e. loss making EIAs and EIAs with accumulated profit of less than Rs One crore in the previous year- 90%
  - For the component "Rehabilitation Plan" for assisting Milk Unions/ federations to become more viable- 50 % grant in aid.

## 5. PROJECT FINANCIAL CEILINGS AND OTHER LIMITATIONS - UNDER NPDD COMPONENT:

Central assistance ceilings under NPDD component will be as under:

- Central assistance for the project shall be restricted to Rs 15.00 crores per District.
- For milk powder plant, central grant per district shall be limited to Rs.5 crores per district.

### **NOTE:**

(i) For establishing /upgrading milk powder plant of 30 metric tonnes capacity, surplus milk from a milk shed covering a cluster of districts may be pooled to ensure economic viability of the powder plant.

(ii) Central grant for establishing milk powder plant shall be limited to dairy cooperatives only.

- Assistance for "technical input services" shall be subject to a ceiling of 15% of the project cost.
- Assistance for cattle induction shall be allowed only for Scheduled Castes, Scheduled Tribes and BPL families.
- Cattle Induction shall be subjected to a maximum ceiling of 10% of the total project cost.

**NOTE:** The Cost for this purpose of calculating subsidy shall include: i) cost of cattle, ii) animal insurance and iii) transportation cost.

- The subsidy for Cattle Induction shall be restricted to 50% in all cases except for women farmers.

**NOTE:** In the case of for women milk producers the subsidy element for cattle induction shall have a maximum ceiling of 75% cost.



- Assistance for manpower and skill development shall be provided for setting up and/or upgrading a Training Centre for skill development in the areas listed at "J" – Annexure B. The total assistance under this component shall not be more than Rs.75 lakh or 5% of the total project cost, whichever is lower.
- Assistance for Information and Communication Technology networking shall be subject to a maximum ceiling of 10% of the project cost.
- Rehabilitation assistance as central grant shall be restricted to a ceiling of Rs.5 Crores.
- Assistance for Working Capital shall be restricted to the total value of "21 days- milk procurement", as projected in the terminal year of the Project, by the End Implementing Agency.
- Planning and Monitoring - limited to 5% of the project cost.

**6. IMPLEMENTING AGENCIES:**

- **State Implementing Agencies SIAs –** State Dairy Federations for States viz Andhra Pradesh, Bihar, Chhattisgarh, Gujarat, Haryana, Jharkhand, Karnataka, Kerala, Madhya Pradesh, Maharashtra Nagaland, Orissa, Punjab, Rajasthan, Tamil Nadu, Uttar Pradesh, West Bengal; and, Milk Unions in remaining States and UTs
- **End Implementing Agencies EIAs -** District Milk Unions, New Generation Milk Producer Companies (which are functional for at least one full financial year ending on 31<sup>st</sup> March of the previous financial year –in respect of projects on PPP model), District Rural Development Authority/Zila Parishad/District Mission Management Units (in respect of projects where there is no District Dairy Cooperative Unions).
- **Participating Agencies PIAs -** Other agencies associated or affiliated to above SIAs or EIAs like NGOs, SHGs, Universities, Colleges, ICAR Institutes etc

**7. INSTITUTIONAL SET UP FOR IMPLEMENTATION UNDER NPDD:**

- Funds will be released for the NPDD component to all State Milk Federations/Milk Unions, being the State Implementing Agencies.
- Districts where there is no State Milk Federation or District Milk Union, DRDA/Zilla Parishad shall be the end implementing agency. For such districts, DRDA shall take up projects covering backward linking activities, while forward linking activities (i.e, setting up of milk processing plants) shall be on PPP model.
- New Generation Milk Producer Companies shall take up projects on PPP model through SIAs.
- Creation of a District level Implementation and Monitoring Committee under the Chairmanship of the Collector/District Magistrate/District Collector to meet on a regular basis.

**8. SUPPLEMENTATION OF FUND-FLOW FROM SOURCES OTHER THAN NPDD:**

- The States may continue to augment fund flow from their own resources towards recurring and maintenance costs.
- States can also augment fund flow from other sources like RKVY/other schemes having livestock component as well as multidisciplinary schemes of Ministry of Rural Development, Department of Agriculture & Cooperation, Department of Women & Child Development, Department of Biotechnology etc. This aspect is to be kept in view while formulating the proposals for NPDD..

**9. INSTITUTIONAL MECHANISM FOR REVIEW AND MONITORING:**

- **Central Level monitoring by DAHDF, GoI**
- **NPDD:** Central Management Information System (CMIS) shall be established. After CMIS is operational, all SIAs and EIAs (wherever applicable) need to obtain their USERID and PASSWORD from the Department. All QPRs and Audited Annual reports shall be submitted to this Department as per formats within the prescribed time frame. Such reports would be evaluated under third party and peer group review/monitoring mechanism.
- **State Level Monitoring by Technical Management Committee:**
- **NPDD:** Technical Management Committee under the Chairmanship of Secretary in charge of dairy development of the State, shall be constituted with membership from the Departments of planning, finance, Veterinary, dairy development, State Dairy federation/ District Milk Union, Project Director of DRDA of the respective State Govt. There shall be one member from DADF, GoI representing the scheme in TMC. Minimum of five members from the above shall constitute the quorum of TMC. TMC shall be organized after



every six months (September and March) to review progress of technical, physical and financial parameters and remove bottlenecks quickly.

- **Annual Workshop for Monitoring** Audit Report and the same shall be discussed in Annual Workshop involving participating agencies and experts.
- Assistance is available under NPDD for installation of computers at strategic locations to facilitate close monitoring of the project. The governing body of the EIAs shall keep a close watch on the activities and will ensure that there is no duplication. The EIA shall give an undertaking to this effect while submitting the Project.
- EIA'S shall put in place an effective mechanism to reduce the gestation period of the projects to the barest minimum. This mechanism will be outlined in the Project Proposal.
- All EIA's shall follow the State Procurement Procedures and Guidelines. EIAs should attempt to streamline the process of procurement to develop synergies and cut down delays.
- Audited Annual Progress Report in the prescribed format shall be published by the EIAs within the prescribed time frame and circulated to all concerned.
- **Central Monitoring Units** and State Monitoring Teams will be constituted by the DADF and the SIA's respectively, for continuous monitoring and evaluation of the subprojects being implemented by the EIAs in the State.
- State Implementing Agencies/ End Implementing Agencies of the scheme shall comply with the Statutory guidelines vide Lok Sabha Secretariat's (Committee Branch II) Office Memorandum no. 18/1/2012-2013/CII/CLP dated 19.03.2013, to furnish audited accounts/ annual reports to enable this Department to lay their annual reports as per prescribed procedure for implementation of dairy development projects.

#### 10. **ACTIVITY COMPONENTS TO BE FUNDED**

- **The list of the activities which will be funded under NPDD are as follows:**
- **Milk Chilling facilities at village, block, district level.**
- **Civil works**
- **Equipment for bulk milk coolers, chilling centers.**
- **Milk Processing & Marketing**
  - Processing and Marketing facilities [civil works and equipments for milk processing plants (including boiler and refrigeration system etc), milk powder plants, Milk product plants, transportation tankers, including refrigerated tankers, cold storage etc]
  - Establishment of dairy marketing outlet/parlour (not limited to establishment within the state)

  
**DEEPAK SETHI**  
Under Secretary  
DADF

- Marketing infrastructure for preserving/ maintaining quality of milk i.e, insulated/refrigerated tanks/vans, deep freezer, Visi-coolers, refrigerators etc.
- Assistance for campaigning to increase awareness about advantages of clean milk production/ consumption of pasteurized milk to milk producers/consumers.
- Can/Crate Washing facility/system.
- Effluent Treatment plant (ETP) including civil works.
- **Milk Procurement**
  - Capital Investment for DCS (including DCS - Building construction, Power supply/DG set, water supply system etc.)
  - Collection of Milk through road milk tankers/ truck/van and/ or cans
  - Management grant to DCS (on tapering basis- for 3-years only)
  - Management grant to Union (for federations/unions, which do not have accumulated profit)
  - Transport subsidy on milk transport/ head load charges
  - Transport subsidy on cattle feed transport
  - Incentive for better quality milk
- **Cattle Shed**
  - Cattle Shed Construction (new shed construction/ strengthening for old sheds) (Civil works, fodder block storage godowns, Cattle feed godowns, Water supply system, Power supply system, Vermi-compost unit)
  - Cattle farm mechanization (equipment, mechanization systems, tractor, D.G set)
- **Cattle Induction**
  - Purchase of animals
  - Purchase of Heifer
  - Cattle/heifer insurance
  - Transportation cost of animals
- **Construction/Establishment of Milk and Milk Product Testing Laboratories**
  - At DCS/village level laboratories/ at Bulk Milk Cooler (BMC) centers/At District level laboratories/At State level laboratories including purchase of laboratory equipments as per FSS Act/Codex
  - Purchase of laboratory equipments (for chemical/ microbial (only for union/state level) analysis of milk and milk products)
  - Purchase of laboratory furniture
  - Purchase of vehicle/van/motorcycles for mobile testing laboratory for sample collection/spot testing of milk and milk products)
  - System for quality assurance (HACCP/ISO) including equipment/computer hardware and software etc
  - Accreditation and certification of dairy establishments under HACCP/ISO
- **Clean Milk Production Kit (for beneficiaries)**
  - Detergent and sanitizer kit/ accessories
  - Stainless Steel utensil kit/ accessories



- Milking machine & other equipments for hygienic milk handling at village/farmer level.
- **Technical Input Services**
  - Fodder Development
    - Pasture Development
    - Fodder Seeds/Mini Kits Distribution
    - Chaff cutter
    - Fodder Storage Go downs
    - Fodder Block making unit
    - Tractor with trolley
  - Cattle Feed Development
    - Cattle Feed Storage
    - Cattle Feed Plant (compounding/ mixing & grinding plant)
    - Vehicle for feed transport (Trucks)
- **Information and Communication Technology Networking**
  - Purchase of Computers/handheld terminals with accessories
  - Purchase of Server System
  - Purchase/installation of Software systems (milk collection/distribution/billing, quality assurance, employee payroll, operating systems, antivirus etc)
  - Facilities for registration with RFID tag (including equipments/hand held devices for animal identification and data recording for Bolus tagging) for animals inducted under the programme
- **Manpower and Skill Development**
  - Co-operative Development Programme
  - Farmer Induction Programme/Training of farmers
  - Training of DCS staff/BMC/chilling centre
  - Training of farmers in good hygienic practices/ good manufacturing practices.
  - Training of farmers for animal rearing/husbandry practices
  - Training of Dairy Personnel/milk tester (including Plant and Marketing staff)
  - Training of Management Committee Members & Board of Directors of Union
  - Institutional skill development (by implementing agencies)
  - A.H/ Dairy Extension activities (including ration balancing programme, use of area specific mineral mixture, Azolla cultivation).
- **Working Capital (including purchase of milk powder, packaging material, cattle feed and fodder) - Limited to not more than procurement price for 21 days of the targeted milk procurement.**
- **Rehabilitation of defunct/sick milk unions/federations**
  - Outstanding milk bill payments.
  - Working capital for purchase of milk, cattle feed and packaging material - Equivalent to not more than cost of 21 days of targeted milk procurement
  - Strengthening of plant building and plant & machinery.

  
**DEEPAK SETHI**  
 Under Secretary  
 DADF

- **Planning and Monitoring**
- **Pre-project Baseline survey** (by independent agency) and preparation of **project report**
- **Concurrent evaluation** and in-depth independent evaluation of the project and **Post-project impact assessment survey**
- **Centralised MIS facility for DADF**, Government of India for improved monitoring and control in implementation of projects under the scheme.  
[Note – All or some of the above Major components as per actual needs of the project areas shall be considered for funding under the project under NPDD. This list provides for major components along with their sub-components.]
- **Maximum project cost will be:**
  - Rs. 25.00 Crore for projects with processing capacity of 1.00 Lakh Litre Per Day, and
  - Rs 15.00 Crores for projects with processing capacity upto 50 Thousand Litre Per Day.
  - Rs. 10 .00 Crore for projects with processing capacity upto 20 Thousand Litre Per Day.  
{All above in SN 13.2}

## 11. PROJECT PREPARATION AND SUBMISSION OF PROPOSAL

- A Situation Analysis shall be undertaken and shall include: a) Pre project Base line Survey by an independent Agency; b)funding under earlier programmes, c) role and capabilities of different players ; and d)area of operation etc.
- The Project/subproject Proposals under NPDD shall ensure optimal resource utilization and shall discourage avoidable expenditure and duplication/ overlap of activities.
- Special efforts must be made to re-commission idle equipment and equipment that is damaged but repairable. Proposal for fresh procurement shall be made only after making a realistic need assessment.
- The proposal may be prepared by furnishing requisite information as per prescribed Factsheet and Annexure I to Annexure XVII of the guideline. Guideline/ procedure for preparing of a new project proposal along with prescribed annexure I to XVII may be obtained from the DADF website.
- The SIA's shall formulate a single comprehensive proposal for the State covering the requirement of the State and including the Projects/ Sub-Projects of the EIAs .
- Six copies of the Detailed Project Report should be submitted to DAHDF timely, for appraisal and approval by the Project Sanctioning Committee.



**No. 3-1/2016-AHT (NPBB)**  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry and Dairying

Krishi Bhawan New Delhi  
Dated the 24<sup>th</sup> April 2019

**Subject: Administrative approval for implementation of Rashtriya Gokul Mission during 2019-20.**

The undersigned is directed to convey the Administrative Approval towards implementation of Rashtriya Gokul Mission (RGM) with an allocation of Rs. 302.00 crores during the year 2019-20. The RGM will be implemented without changing the scope, nature and coverage of the components.

2. The Rashtriya Gokul Mission will be implemented as part of umbrella scheme namely, White Revolution-Rashtriya Pashudhan Vikas Yojna as approved by the competent authority. The Mission has the following objectives:-

- i) To undertake breed improvement programme for indigenous bovine breeds so as to improve the genetic makeup and increase the stock.
- ii) To enhance milk production and productivity of indigenous bovines.
- iii) To upgrade nondescript cattle using elite indigenous bovines.
- iv) Arrange quality Artificial Insemination services at farmers' doorstep through establishment of MAITRIs, conversion/strengthening of existing AI centres and liquid nitrogen transport and distribution system.
- v) Bring all breedable females under organised breeding through Artificial Insemination using germplasm of high genetic merit disease free bulls.
- vi) Identification of animals in milk using UID and uploading their data on INAPH data base.
- vii) Increasing population of disease free high genetic merit female population through advanced reproductive techniques.
- viii) To create e-market portal for bovine germplasm for connecting breeders and farmers.

3. A copy of the guidelines and brief description of activities to be taken up may be seen at [www.dahd.nic.in](http://www.dahd.nic.in). It is requested that an Action Plan for Rashtriya Gokul Mission may be prepared as per the guidelines of the scheme and submitted to the Department of Animal Husbandry & Dairying.

  
**DEEPAK SETHI**  
Under Secretary  
DAHD



4. The State proposals will be scrutinized by the Department of Animal Husbandry and Dairying and sanctions will be issued with the approval of the competent authority.

5. Participating States/State Implementing Agency will supply information on number of people belonging to **Schedule Castes, Scheduled Tribes** and **Women** benefited from the scheme on quarterly basis. It may be ensured that 16.6% and 8.6% of the funds are targeted for SC and ST farmers/beneficiaries respectively under Scheduled Castes Special Plan (SCSP) and Tribal Sub Plan (TSP) as per directives of NITI Aayog.

6. Participating States/State Implementing Agencies will submit monthly progress reports (MPR), annual report, audit reports etc. along with utilization certificate in the prescribed formats. The funds released under the project will be subjected to AG Audit of the concerned State.

7. This issues with the approval of Secretary (AHD) vide FTS No 757 dated 23<sup>rd</sup> April 2019

Yours faithfully,



(Deepak Sethi)

Under Secretary to the Government of India

Distribution:

1. Principal Secretary/Secretary, Department of Animal Husbandry/Dairy Development, All States and UT's (speed post)
2. Planning commission, Agriculture Division. (special messenger)
3. Principal Accounts Officer, Ministry of Agriculture, Department of Animal Husbandry and Dairying, 16-A, Akbar Road Hutments, New Delhi-110011. (by special messenger)
4. Accountant General, AGCR Building, New Delhi-110002. (Special Messenger)
5. Chief controller of accounts, DAC, Krishi Bhavan New Delhi.
6. Director of Animal Husbandry of all States and Ut's (Speed post)
7. Chief executive officers of the concerned States.
8. Guard file

Copy for kind information to:

1. PS to Hon'ble AM
2. PS to Hon'ble MOS (A&FPI)
3. PS to Hon'ble MOS (A&FPI) PPS to Secretary (AD&F)
4. PPS to AHC
5. PPS to AS &FA
6. PS to JS(C&DD)/Dir (DD)/JC (AH)/AC(BT)/AC(DD)
7. US(Fin)/AO(budget)



(Deepak Sethi)

Under Secretary to the Government of India

DEEPAK SETHI

Under Secretary

DAHD



F.No.1-1/2009-DP  
Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Animal Husbandry and Dairying  
Dairy Division

Krishi Bhawan, New Delhi-110001  
Dated the 10<sup>th</sup> April, 2019

**OFFICE MEMORANDUM**

Subject:-Administrative Approval for implementation of Central Sector Scheme – “**DAIRY ENTREPRENEURSHIP DEVELOPMENT SCHEME**” during 2019-20.

The undersigned is directed to refer to this Department's OM No 1-1/09-DP dated 9<sup>th</sup> September, 2010 conveying first administrative approval for Central Sector Scheme – “**DAIRY ENTREPRENEURSHIP DEVELOPMENT SCHEME (DEDS)**” implementation during 12<sup>th</sup> Plan and last administrative approval issued vide letter No 1-1/09-DP dated 3<sup>rd</sup> May, 2018 and to convey administrative approval for continuation of DEDS scheme for the financial year 2019-20.

**2. Objectives of the Scheme**

- to generate self-employment and provide infrastructure for dairy sector;
- to set up modern dairy farms and infrastructure for production of clean milk;
- to encourage heifer calf rearing for conservation and development of good breeding stock;
- to bring structural changes in the unorganized sector, so that initial processing of milk can be taken up at the village level;
- to upgrade traditional technology to handle milk on a commercial scale and
- to provide value addition to milk through processing and production of milk products.

**3. Implementing Agency and Area of Operation**

The National Bank for Agriculture and Rural Development (NABARD) will be the nodal agency for implementation of DEDS scheme in all the States and UTs throughout the country.

**4. Outlays of the scheme**

There is budget provision of Rs 325 crore during the year 2019-20, which includes Rs 196.99 crore under MH2404 (General Component), Rs 49.60 crore under MH2404 (SC Component), Rs 25.79 crore under MH2404 (Tribal Component) and Rs 45.70 crore under MH 2552 (North Eastern Region) & Rs 4.56 crore under MH2552 (SC Component), Rs 2.36 crore under MH2552 (Tribal Component).

5. Integration of one or more components shall be admissible for funding under DEDS subject to bankability of the project. **Components that can be financed, indicative unit cost and pattern of assistance are given below:**

S.No	Component	Indicative unit cost	Pattern of Assistance
i	Establishment of small dairy units with crossbred cows/ indigenous descript milch cows like Sahiwal, Red Sindhi, Gir, Rathhi etc / graded buffaloes upto 10 animals. <b>(for SHGs, Cooperatives societies , Producer Companies unit size will be 2-10 animals per member)</b>	Rs.7.00 lakh for 10 animal unit. minimum unit size is 2 animals with an upper limit of 10 animals.	25% of the project cost (33.33 % for SC / ST farmers), as back ended capital subsidy. Subsidy shall be restricted on prorata basis to a maximum of 10 animals subject to a ceiling of Rs.17,500 per animal, (Rs.23,300 for SC/ST farmers) or actual whichever is lower Beneficiaries may purchase animals of higher costs, however, the subsidy will be restricted to the above ceilings.
ii	Rearing of heifer calves – cross bred, indigenous descript milch breeds of cattle and of graded buffaloes – upto 20 calves	Rs. 9.70 lakh for 20 calf unit- with an upper limit of 20 calves	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy. Subsidy shall be restricted on prorata basis to a maximum of 20 calf unit subject to a ceiling of Rs.12,100/- per calf (Rs.16,200 for SC/ST farmers) or actual whichever is lower.
iii	Vermi compost with milch animal unit ( to be considered with milch animals/small dairy farm and not separately )	Rs. 25,200/-	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 6,300/- (Rs 8400/- for SC/ST farmers) or actual whichever is lower.
iv	Purchase of milking machines /milkotesters/bulk milk cooling units (upto 5000 lit capacity)	Rs. 20 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 5.0 lakh (Rs 6.67 lakh for SC / ST farmers) or actual whichever is lower.
v	Purchase of dairy processing equipment for manufacture of indigenous milk products	Rs. 13.20 lakh	25% of the project cost (33.33 % for SC/ST farmers) as back ended capital subsidy subject to a ceiling of Rs 3.30 lakh (Rs 4.40 lakh for

S.No	Component	Indicative unit cost	Pattern of Assistance
			SC/ST farmers) or actual whichever is lower.
vi	Establishment of dairy product transportation facilities and cold chain	Rs. 26.50 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 6.625 lakh (Rs 8.830 lakh for SC/ST farmers) or actual whichever is lower.
vii	Cold storage facilities for milk and milk products	Rs. 33 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 8.25 lakh (Rs 11.0 lakh for SC/ST farmers) or actual whichever is lower.
viii	Establishment of private veterinary clinics	Rs. 2.60 lakh (mobile) & Rs. 2.0 lakh (stationary)	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 65,000/- and Rs 50,000/- (Rs 86,600/- and Rs 66,600/- for SC/ST farmers) respectively for mobile and stationary clinics or actual whichever is lower.
ix	Dairy marketing outlet / Dairy parlour	Rs. 3 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 75,000/- (Rs 1,00,000/- for SC/ST farmers) or actual whichever is lower.

**Note:-** The subsidy amount will be rounded off to the nearest 100 Rupees. Beneficiaries may submit project proposals without any limit. However, the back ended capital subsidy under the scheme will be restricted to the above ceilings. The Banks will verify the costs of components admissible under the scheme based on the cost norms notified by NABARD



**6. Eligible Beneficiaries**

- i) Farmers, Individual Entrepreneurs and Groups of Unorganized and Organized Sector. Group of organized sector, includes Self-Help Groups on behalf of their members, Dairy Cooperative Societies, Milk unions on behalf of their members, Milk federation, Panchayati Raj Institutions (PRIs) etc. are eligible under the scheme.
- ii) An applicant will be eligible to avail assistance for all components under the scheme but only once for each component.
- iii) More than one member of a family can be assisted under the scheme provided they set up separate units with separate infrastructure at different locations. The distance between the boundaries of two such farms should be at least 500 m.

**7. Pattern of Assistance**

- i) Back ended capital subsidy @ 25% of the project cost for general category and @ 33.33 % for SC/ST farmers. The component-wise subsidy ceiling will be subject to indicative cost arrived at by NABARD from time to time.
  - ii) Entrepreneur contribution (Margin) for loans beyond Rs.1 lakh\* -10% of project cost (Minimum)
  - iii) Bank Loan - Balance portion
- [\* Subject to any revision in RBI guidelines]

**8. Financial Institutions eligible for re-finance under the scheme**

- i) Commercial Banks
- ii) Regional, Rural and Urban Banks
- iii) State Cooperative Banks
- iv) State Cooperative Agriculture and Rural Development Banks: and
- v) Such other institutions, which are eligible for refinance from NABARD

**9. Linkage with credit**

Assistance under the scheme shall be purely credit linked and subject to sanction of the Project by eligible financial institutions and as per the guidelines of the scheme enclosed herewith.

**10. Priorities:**

NABARD should work in close liaison with the State Governments and UTs so that the proposals on priority basis in cluster mode may be implemented. NABARD may also instruct banks to give priority to projects being implemented in cluster mode farmers/Women in SHGs, Cooperatives and Producer Companies including creation of facilities of processing, value addition and marketing of milk produced in the cluster mode.

- 11. NABARD shall furnish a monthly progress report to DAHD, regarding proposals received and sanctioned; farmers / entrepreneurs benefited; including Scheduled

Caste (SC), Scheduled Tribes (ST) & Women members; component-wise details of fund release; funds sanctioned and recovery of loan.

12. It may be ensured that 16.66% and 8.66% of the funds targeted for SC and ST beneficiaries under Scheduled Caste Sub Plan (SCSP) and TSP components respectively are spent as per the directives of Ministry of Finance.
- 13 The Administrative approval is being issued subject to the following:
- i) Pending appraisal/approval of the scheme for continuation beyond 12<sup>th</sup> Plan, as interim extension has been granted subject to the condition that there shall be no change in nature, scope and coverage of the scheme as approved for 12<sup>th</sup> Plan.
  - ii) The norms of assistance for various components shall be the same as approved by the Government for 12<sup>th</sup> Plan and no change/modification/addition shall be permissible in scheme components/operational guidelines during the interim period. Provision of General Financials Rules, 2017 shall be applicable during this period.
  - iii) Provision of General Financial Rules, 2017 shall be applicable henceforth,
  - iv) Release of fund shall be as per Cash Management System guidelines issued by the Budget Division. Department of Economic Affairs, Ministry of Finance vide OM No. 15(39)-B @/2016, dated 21.08.2017.
  - v) The flow of fund is to be ensured through PFMS/DBT platforms.
  - vi) The UCs shall be submitted through PFMS in accordance with guidelines issued in this regard by CCA, Ministry of Agriculture and Farmers Welfare.

14. The expenditure will be debited from the following Budget Heads of account:

General component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2404**- Dairy Development

Minor Head-**102**- Dairy Development Projects

Sub Head-**23**-White Revolution

Detailed Head-**05**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **230531** (Grants-in-aid-General)

SC component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2404**- Dairy Development

Minor Head-**789**- Special Component Plan for Scheduled Caste

Sub Head-**09**-White Revolution

Detailed Head-**03**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **090331** (Grants-in-aid-General)



TSP component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2404**- Dairy Development

Minor Head-**796**- Tribal Sub-Plan

Sub Head-**02**-White Revolution

Detailed Head-**03**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **020331** (Grants-in-aid-General)

NER (General) component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2552**- Dairy Development

Minor Head-**266**- Tribal Sub-Plan

Sub Head-**10**-White Revolution

Detailed Head-**01**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **100131** (Grants-in-aid-General)

NER (SC) component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2552**- Dairy Development

Minor Head-**789**- Component Plan for Scheduled Caste

Sub Head-**36**-White Revolution

Detailed Head-**02**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **360231** (Grants-in-aid-General)

NER (TSP) component

Demand No. **003**-Department of Animal Husbandry and Dairying

Major Head-**2552**- Dairy Development

Minor Head-**796**- Tribal Sub-Plan

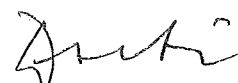
Sub Head-**42**-White Revolution

Detailed Head-**02**-Dairy Entrepreneurship Development Scheme (DEDS)

Object Head- **420231** (Grants-in-aid-General)

14. This administrative approval for continuation of the scheme during 2019-20 is issued with approval of competent authority vide Dy No. 4102 dated 10.04.2019 of the Department of Animal Husbandry and Dairying.

Yours Sincerely



(Deepak Sethi)  
**DEEPAK SETHI**  
Under Secretary to the Govt. of India  
Under Secretary  
DAHD

**Distribution:**

1. Pay and Accounts Officer, Ministry of Agriculture and Farmers Welfare, Department of Animal Husbandry & Dairying, 16, Akbar Road Hutments, New Delhi-110011
2. The Pay & Accounts Officer, PAO (Sectt)-I, Ministry of Agriculture and Farmers Welfare, Department of Animal Husbandry & Dairying, Room No.35, Krishi Bhawan, New Delhi



3. The Accountant General, Commerce, Works and Miscellaneous, AGCR Building, Near ITO, New Delhi-110002.
4. Chief Controller of Accounts, Department of Agriculture and Cooperation, Krishi Bhavan, New Delhi.
5. Advisor (Agriculture), NITI AAYOG, New Delhi.
6. Additional Secretary & Financial Advisor, Department of Animal Husbandry & Dairying, New Delhi.
7. Chief General Manager, Department of Refinance , NABARD, C-24, 'G' Block, Bandra-Kurla Complex, Bandra (East), Mumbai - 400 051
8. Joint Secretary (Admn.), Room No.199, Ministry of Rural Development, Krishi Bhawan, New Delhi.
9. Joint Secretary (PF-II), Ministry of Finance, Department of Expenditure, North Block, New Delhi.
10. Joint Secretary, Ministry of Finance, Department of Economic Affairs, Banking Operation and Administration Division, Room No.6, 3<sup>rd</sup> Floor, Jeevan Deep Building, Parliament Street, New Delhi.
11. Chairman, NDDB, P.B.No.40, Anand 388001.
12. All State Governments, Department of Animal Husbandry & Dairying.
13. All MD, Milk Federation, States/ UTs
14. Technical Director, NIC (With a request to Include the Administrative approval in website of the Department)

**Copy for information to:**

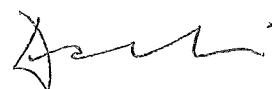
PPS to Secretary (AHD)

PPS to AS & FA

PPS to AHC

PS to JS (C&DD)/ Dir (DD)/Dir (Budget)/ DC(DD)/ US (Fin)/ AC (DD)/ AO( Budget) .

PS to JS (ANLM)/ PS to JS (LH)



(Deepak Sethi)

Under Secretary to the Govt. of India

**DEEPAK SETHI**  
Under Secretary  
DAHD

# **OPERATIONAL GUIDELINES FOR DAIRY ENTREPRENEURSHIP DEVELOPMENT SCHEME FOR IMPLEMENTATION DURING 2019-20**

## **1 Background**

The Department of Animal Husbandry and Dairying is implementing Dairy Entrepreneurship Development Scheme (DEDS) since 01.09.2010 with the objective of generating self employment opportunities in the dairy sector, covering activities such as enhancement of milk production, procurement, preservation, transportation, processing and marketing of milk, by providing back ended capital subsidy for bankable projects. The scheme is being implemented by National Bank for Agriculture and Rural Development (NABARD).

## **2 Objectives of the Scheme**

- to generate self-employment and provide infrastructure for dairy sector;
- to set up modern dairy farms and infrastructure for production of clean milk;
- to encourage heifer calf rearing for conservation and development of good breeding stock;
- to bring structural changes in the unorganized sector, so that initial processing of milk can be taken up at the village level;
- to upgrade traditional technology to handle milk on a commercial scale and
- to provide value addition to milk through processing and production of milk products.

## **3 Implementing Agency and Area of Operation**

The National Bank for Agriculture and Rural Development (NABARD) will be the nodal agency for implementation of DEDS scheme in all the States and UTs throughout the country.

## **4 Outlays of the scheme and implementation Period**

There is budget provision of Rs 325 crore during the year 2019-20, which includes Rs 196.99 crore under MH2404 (General Component), Rs 49.60 crore under MH2404 (SC Component), Rs 25.79 crore under MH2404 (Tribal Component) and Rs 45.70 crore under MH 2552 (North Eastern Region) & Rs 4.56 crore under MH2552 (SC Component), Rs 2.36 crore under MH2552 (Tribal Component).

## **5 Eligible Beneficiaries**

**5.1** Farmers, Individual Entrepreneurs and Groups of Unorganized and Organized Sector are eligible under DEDS. Group of organized sector, includes Self-Help Groups on behalf of their members, Dairy Cooperative Societies, Milk unions on behalf of their members, Milk federation, Panchayati Raj Institutions (PRIs) etc.

**5.2** An applicant will be eligible to avail assistance for all components under the scheme, but only once for each component. However, more than one member of a family can be assisted under the scheme provided they set up separate units with separate infrastructure at different locations. The distance between the boundaries of two such farms should be at least 500 m.

**5.3** Priority shall be given to projects being implemented in a cluster mode covering dairy farmers/Women in SHGs, Cooperatives and Producer Companies including creation of facilities of processing, value addition and marketing of milk produced in the cluster.

**5.4** Priority may be also be given to the beneficiaries from the categories of Scheduled Caste, Scheduled Tribes, landless, small, marginal and BPL category farmers alongwith farmers belonging to drought and flood affected areas of the country.

**5.5** Block Development Officers may also recommend the proposals of potential beneficiaries to bank for funding under DEDS. BDOs shall provide information regarding details of such recommended proposals to District Consultative Committee (DCC) to review periodically.

## **6 Pattern of Assistance**

- i. Back ended capital subsidy @ 25% of the project cost for general category and @ 33.33 % for SC/ST farmers. The component-wise subsidy ceiling will be subject to indicative cost arrived at by NABARD from time to time.
- ii. Entrepreneur contribution (Margin) for loans beyond Rs.1 lakh\* -10% of the project cost (Minimum)
- iii. Bank Loan - Balance portion  
[\* Subject to any revision in RBI guidelines]

## **7 Financial Institutions eligible for re-finance under the scheme**

- i. Commercial Banks
- ii. Regional Rural and Urban Banks
- iii. State Cooperative Banks
- iv. State Cooperative Agriculture and Rural Development Banks; and
- v. Such other institutions, which are eligible for refinance from NABARD

## **8 Linkage with credit**

Assistance under the scheme shall be purely credit linked and subject to sanction of the Project by eligible financial institutions mentioned at para 7 above.

## **9 Sanction of project by banks (Financial Institutions): & Release of Subsidy:**

**9.1** The entrepreneurs will prepare a project as per norms of the scheme and submit to the Bank for sanction of the project.

**9.1.1** The bank shall appraise the project as per the administrative approval issued by DADF from time to time and if found eligible, sanction the total outlay excluding the margin, as a bank loan.

**9.1.2** After sanction of proposal by Financing institution, they will upload the details as per the template prescribed in the DEDS Ensure Portal (<https://ensure.nabard.org>) within 30 days of sanction and block eligible subsidy amount.

**9.1.3** On the successful upload and post validation, the bank will release the first instalment. The details of first instalment may be updated within 30 days of first upload. Thereafter, the loan amount shall be disbursed in suitable instalment depending on the progress of the unit. #

**9.1.4** In case the first installment details are not updated within 30 days, the system will delete the application automatically, as budget cannot be earmarked for unlimited period. The bank/ controlling office shall ensure the subsidy claims should be uploaded within stipulated time period.

**9.1.5** In case the application is rejected due to incomplete detail or for any other reason, the application has to be uploaded afresh.

**9.2** All the financing banks shall be required to upload their subsidy claims in DEDS Portal through their Controlling Office in time frame as indicated in Para 9.1 above. Bank shall submit the valid Aadhar Number of applicant in all cases (except for areas where Government of India has granted relaxation)

## **10 Project Sanctioning Committee (PSC)**

Project Sanctioning Committee of NABARD at Head Office shall consider proposals uploaded by Concerned Financial Institutions/banks in portal and approve the subsidy cases of eligible applicants within one month of receipt of the proposal.

## **11 Release of subsidy by Government India**

**11.1** Government of India will release funds in advance to NABARD to meet the subsidy claims submitted through DEDS online portal ([www.Ensure.nabard.org](http://www.Ensure.nabard.org)). Funds will be recouped after balance comes below a certain level in DEDS portal. The funds will be utilized by NABARD for providing back ended capital subsidy to eligible beneficiaries through financing banks, as per their online subsidy claims.

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# As per corrigendum no. F.No.1-1/2009-DP dated 12.06.2018



- 11.2 After approval by the PSC of NABARD, NABARD shall release the subsidy amount, on the basis of availability of funds allocated to the States/UTs on first come first serve basis.
- 11.3 All the financing banks shall be required to keep the subsidy amount in "Subsidy Reserve Fund Account (Borrower-wise) in books of the financing institution/bank and adjust the subsidy amount in the subsidy reserve fund account of the beneficiary within seven days of the receipt of subsidy from NABARD. In case the subsidy is not adjusted to the subsidy reserve fund account of the beneficiary within seven days of the receipt, the financing bank shall be liable to compensate the beneficiary to the extent of the additional interest charged.
- 11.4 After the receipt of subsidy from NABARD, the controlling office of the financing bank/ Institution shall submit a utilization certificate to the effect that the amount has been credited to the Subsidy Reserve Fund Account (SRFA) of the beneficiary alongwith details of the beneficiary. This certificate should be submitted/uploaded to NABARD online within fifteen days of receipt of subsidy.

**12 Rate of Interest applicable on the loan amount under the scheme**

Rate of interest on loans shall be as per RBI guidelines and the declared policy of the concerned bank. The bank may charge interest on the entire loan amount, until the subsidy portion is received; and from the date of the receipt of the subsidy, interest shall be charged only on the effective bank loan portion i.e. bank loan minus subsidy.

**13. Time limit for Completion of the project**

- 13.1 Time limit for completion of the project (except for calf rearing units where disbursements are expected to continue upto two years) would be as envisaged under the project, subject to a maximum period of 9 months from the date of disbursement of the first installment of loan. This maximum period may be extended by 3 months in cases where justification provided by the beneficiary is found adequate by the financing bank.
- 13.2 In case, the project is not completed within the stipulated period, benefit of subsidy will not be available; the advance subsidy placed with the participating bank, if any, shall be refunded to NABARD.

**14. Security/Surety**

- 14.1 Security for availing the loan be as per the guidelines issued by RBI from time to time.
- 14.2 The beneficiary contribution of 10% shall not be required for loans less than Rs.1 lakh or any amount as specified in the RBI guidelines, as revised from time to time.

- 14.3** Kisan Credit Cards (KCC) may be used for availing loans under the scheme, subject to RBI guidelines.
- 15. Repayment**
- 15.1** Repayment Period will vary between 3-7 years depending on the nature of the activity and cash flow. Grace period may range from 3 to 6 months in case of dairy farms to 3 years for calf rearing units (to be decided by the financing bank as per needs of individual projects).
- 15.2** The recovery of the loan will be based on the net loan amount only. Subsidy shall be adjusted by the concerned bank after the net bank loan (Bank loan minus subsidy) and interest thereon has been repaid.
- 15.3** Repayment schedules shall be drawn on the total bank loan taken in a manner that the subsidy amount is adjusted after liquidation of the net bank loan (excluding subsidy).
- 16. Adjustment of subsidy**
- 16.1** Capital subsidy will be back ended (adjusted against last few installments of repayment of the bank loan) with a minimum lock-in period of 3 years, and shall be refunded if the account becomes a Non Performing Account (NPA).
- 16.2** The subsidy amount will be kept in "Subsidy Reserve Fund Account (Borrower-wise) in books of the financing institution/bank. No interest shall be payable on this amount.
- 17. Monitoring Mechanism**
- 17.1 Project Sanctioning Committee (PSC):** PSC set up at NABARD shall monitor and review the progress of the scheme on quarterly basis. The participating banks shall conduct periodic inspections of the units and give a feedback to NABARD.
- 17.2 Joint Monitoring Committee (JMC):** Joint Monitoring Committee (JMC) set up under Chairmanship of Joint Secretary (DD) with representatives of NABARD, concerned Banks and State Secretaries-in-charge of AH&D of four States, on rotational basis for a period of two years, will monitor and review progress of implementation of the Scheme, at regular intervals.
- 17.3 The State Level Bankers Committee (SLBC) and District Consultative Committee (DCC) of bankers** shall review and monitor the Scheme in the concerned State at regular intervals.
- 17.4** Empowered Committee under the Chairmanship of Secretary (AHD) will have discretion to modify indicative unit cost, based on inputs from NABARD.

- 17.5** NABARD shall furnish a monthly progress report to DAHD, regarding proposals received and sanctioned; farmers / entrepreneurs benefited; including SC, ST & Women members; component-wise details of fund release; funds sanctioned and recovery of loan in the format enclosed at Annexure I.
- 17.6** Units set up under the scheme will be monitored by conducting field visits on a sample basis by NABARD and major observations shall be placed before the PSC for discussion. In case the observation is such that needs to be brought to the attention of JMC, NABARD shall do so.
- 18. Other conditions:**
- 18.1** Empowered Committee under the Chairmanship of Secretary (AHD) will have discretion to modify indicative unit cost, based on inputs from NABARD.
- 18.2** As per directives of NITI Aayog, a Separate budgetary provision has been made in the Scheme for SC farmers/beneficiaries under the Special Component Plan for Scheduled Castes (SCP-SC), Tribal Area Sub-plan (TSP) and for North Eastern States in BE 2019-20.
- 18.3** DAHD reserves the right to modify, add and delete any terms / conditions without assigning any reasons and the Department's interpretation of various terms will be final. Further, the Department reserves the right to recall any amount given under the scheme without assigning any reason thereof.
- 18.4** Surprise inspection shall be undertaken by DAHD to assess the physical and financial progress of the projects.
- 18.5** NABARD would be provided funds equivalent to 3.5% of the subsidy disbursed per year for Administrative and Impact evaluation study expenses (including 1% to be spent on Publicity and awareness generation of the Scheme) subject to a ceiling of Rs.10 crore per year.
- 18.6** NABARD shall ensure adequate publicity of the scheme throughout the country to ensure that the benefits of the scheme are availed by all eligible beneficiaries. Publicity charges will be restricted to 1% of subsidy disbursed in a year. Special attention will be given to the North Eastern States to sensitize potential beneficiaries.
- 18.7** Other operational instructions issued by DAHD / NABARD from time to time will be strictly adhered to.
- 18.8** NABARD would provide refinance assistance to commercial banks, Regional Rural Banks (RRBs), Schedule Commercial Banks (SCBs), State Cooperative Agriculture and Rural Development Banks (SCARDBs) and other such eligible institutions.

Quantum and rate of interest on refinance will be as decided by NABARD from time to time.

**18.9** A signboard displaying "Assisted under DEDS by Department of Animal Husbandry and Dairying, Government of India through NABARD" will be exhibited at the unit funded under DEDS.

**18.10** NABARD shall have the administrative control of the DEDS online portal. All technical issues regarding operationalisation of the portal shall be dealt by NABARD, Head Office.

**18.11** Copyright of data generated in the DEDS portal shall be with DAHD, Government of India.

**19.** Integration of one or more components shall be admissible for funding under DEDS subject to bankability of the project. Components those can be financed, indicative unit cost and pattern of assistance are given below:

S.No	Component	Indicative unit cost	Pattern of Assistance
i	Establishment of small dairy units - crossbred cows, indigenous cows like Sahiwal, Red Sindhi, Gir, Rathi etc, graded buffaloes - upto 10 animals. Establishment of small dairy units with crossbred cows/ indigenous descript milch cows like Sahiwal, Red Sindhi, Gir, Rathi etc / graded buffaloes upto 10 animals. <b>(for SHGs, Cooperatives societies, Producer Companies unit size will be 2-10 animals per member)</b>	Rs.7.00 lakh for 10 animal unit. minimum unit size is 2 animals with an upper limit of 10 animals.	25% of the project cost (33.33 % for SC / ST farmers), as back ended capital subsidy. Subsidy shall be restricted on prorata basis to a maximum of 10 animals subject to a ceiling of Rs.17,500 per animal, (Rs.23,300 for SC/ST farmers) or actual whichever is lower Beneficiaries may purchase animals of higher costs, however, the subsidy will be restricted to the above ceilings.
ii	Rearing of heifer calves – cross bred, indigenous cattle and graded buffaloes – upto 20 calves	Rs 9.70 lakh for 20 calf unit- with an upper limit of 20 calves	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy. Subsidy shall be restricted on



S.No	Component	Indicative unit cost	Pattern of Assistance
			prorata basis to a maximum of 20 calf unit subject to a ceiling of Rs.12,100/- per calf (Rs.16,200 for SC/ST farmers) or actual whichever is lower.
iii	Vermi compost with milch animal unit	Rs 25,200/-	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 6,300/- (Rs 8400/- for SC/ST farmers) or actual whichever is lower.
iv	Purchase of milking machines /milk-o-testers/bulk milk cooling units (upto 5000 lit capacity) <b>(Biomass/cow dung based power run milk chilling unit is also admissible )</b>	Rs 20 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 5.0 lakh (Rs 6.67 lakh for SC / ST farmers) or actual whichever is lower.
v	Purchase of dairy processing equipment for manufacture of indigenous milk products	Rs 13.20 lakh	25% of the project cost (33.33 % for SC/ST farmers) as back ended capital subsidy subject to a ceiling of Rs 3.30 lakh (Rs 4.40 lakh for SC/ST farmers) or actual whichever is lower.
vi	Establishment of dairy product transportation facilities	Rs 26.50 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 6.625 lakh (Rs 8.830 lakh for SC/ST farmers) or actual whichever is lower.

S.No	Component	Indicative unit cost	Pattern of Assistance
vii	Cold storage facilities for milk and milk products	Rs 33 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 8.25 lakh (Rs 11.0 lakh for SC/ST farmers) or actual whichever is lower.
viii	Establishment of private veterinary clinics	Rs 2.60 lakh (mobile) & Rs 2.0 lakh (stationary)	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 65,000/- and Rs 50,000/- (Rs 86,600/- and Rs 66,600/- for SC/ST farmers) respectively for mobile and stationary clinics or actual whichever is lower.
ix	Dairy marketing outlet / Dairy parlour	Rs 3 lakh	25% of the project cost (33.33 % for SC / ST farmers) as back ended capital subsidy subject to a ceiling of Rs 75,000/- (Rs 1,00,000/- for SC/ST farmers) or actual whichever is lower.

**Note:-** The subsidy amount will be rounded off to the nearest 100 Rupees. Beneficiaries may submit project proposals without any limit. However, the back ended capital subsidy under the scheme will be restricted to the afore mentioned ceilings. The Banks will verify the costs of components admissible under the scheme based on the cost norms notified by NABARD.

## Progress Report of Dairy Entrepreneurship Development Scheme

State-wise details of application received, subsidy released by NABARD category-wise (General, SC, ST and Women) and numbers of application pending are as under:

# Month-\_\_\_\_\_

[illegible]





F.No.99-6/2018-NLM/Admn.Approval  
Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Animal Husbandry and Dairying

Krishi Bhawan, New Delhi

Dated 26 April, 2019

To,

The Pay and Account Office,  
Ministry of Agriculture & Farmers Welfare,  
Department of Agri & Coop. Room No. 320,  
Third Floor Jeevan Tara Building, New Delhi-110001

**Subject: Administrative approval for the implementation of Centrally Sponsored Scheme- "National Livestock Mission" a sub scheme of White Revolution-Rashtriya Pashudhan Vikas Yojana during 2019-20 - reg.**

Sir,

I am directed to convey Administrative Approval of Government of India for implementation of Centrally Sponsored Scheme-**"National Livestock Mission"**, a sub scheme of White Revolution-Rashtriya Pashudhan Vikas Yojana with an outlay of **Rs.380 crores (Rupees Three Hundred Eighty Crores Only)** during the financial year 2019-20 with immediate effect without changing the scope, nature and coverage of the components.

2. This sub-scheme of White Revolution aims at sustainable and continuous growth of livestock sector across species and regions. It broadly covers all the activities required to ensure quantitative and qualitative improvement in livestock production systems and capacity building of all stakeholders. The major outcomes of the Mission is to reduce the gap in demand and availability of feed and fodder, higher productivity and production in a sustainable and environment friendly manner, enhanced livelihood opportunities, especially in rainfed areas and for landless, small and marginal farmers, increased awareness, improved risk coverage and better availability of quality animal products to consumers thus leading to overall socio-economic upliftment of livestock rearers.

3. The sub-scheme National Livestock Mission is being implemented on a cost sharing ratio of 60:40 between Central & State Government and Union Territories with legislature except NE and three Himalayan States where the ratio is 90:10. For Union territories without legislature, the Centrally Sponsored Schemes will be funded 100 percent by the Central Government. The component Entrepreneurship Development & Employment Generation (EDEG) will be implemented on 100% Central Assistance. The EDEG is a beneficiary oriented scheme wherein the entire subsidy portion to eligible beneficiary is provided by Central Government through NABARD.

4. Department of Animal Husbandry, and Dairying (AHD) reserves the right to modify, add, delete any term/ conditions without assigning any reason and its interpretation of various terms will be final. AHD reserves the right to recall any amount given under the scheme without assigning any reason thereof. Due to budget constraints, the prioritization of components to be covered may be done.

5. The State Government may ensure that, 16.6% and 8.6% of the funds are targeted for SC and ST farmers/beneficiaries respectively under Scheduled Castes Special Plan (SCSP) and Tribal Sub Plan (TSP) is being regularly monitored by M/o Social Justice. Where separate funds for women beneficiaries and for physically challenged/ differently-abled

*Sharmistha*



persons have not been provided, efforts may be made to cover 30% and 3% of the budget allocation respectively, as far as possible. Further, landless farmers, small and marginal farmers may be given preference in selection of beneficiaries.

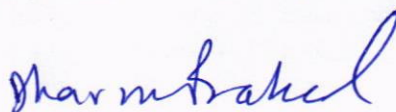
6. It has been decided to integrate under Direct Benefit Transfer (DBT) all transactions and benefits transferred, whether cash, infrastructure, goods and services under various components of National Livestock Mission (NLM). This is done to enable transparency and traceability of all benefits provided to the end beneficiary. Kindly integrate the Public Financial Management System (PFMS) and DBT, where applicable, for infrastructure development and for beneficiary-oriented components where cash, goods or services is transferred/ provided respectively. In case of beneficiary oriented components, the UID numbers of individual beneficiaries should be recorded and included in all project related documents. Similarly, for funds channelized through NABARD for bankable projects under Entrepreneurship Development and Employment Generation (EDEG) component of NLM, DBT/ linkage to AADHAR is essential.

7. National/ State environmental & pollution control laws/ Rules/ Regulations should be complied with. The signboard at implementation site must also display - "Assisted by Animal Husbandry and Dairying, Ministry of Agriculture and Farmers Welfare, Government of India".

8. Proposals, Utilization Certificate as per GFR, 2017, Physical Progress Report and other relevant correspondences complete in all respects may please be forwarded to Joint Secretary/Mission Director (NLM), Ministry of Agriculture and Farmers Welfare Department of Animal Husbandry and Dairying Room No. 246 -A, Krishi Bhawan, New Delhi-110001.

9. This Administrative Approval is being issued subject to the following-

- i. Pending appraisal/approval of the scheme for continuation beyond 12<sup>th</sup> Plan, an interim extension has been granted subject to the condition that there shall be no change in nature, scope and coverage of the scheme as approved for the 12<sup>th</sup> Plan.
- ii. Provisions of General Financial Rules, 2017 shall be applicable henceforth
- iii. Release of funds shall be as per Cash Management System guidelines issued by Budget Division, Department of Economic Affairs, Ministry of Finance vide OM No.15(39)-B( R)/2016, dated 21.8.2017
- iv. The flow of funds is to be ensured through PFMS/DBT platforms
- v. The UCs shall be submitted through PFMS in accordance with guidelines issued in this regard by CCA, Ministry of Agriculture and Farmers Welfare.



10. The Head wise Budget Allocation under National Livestock Mission during 2019-20 is furnished below:

(Rs in Lakhs)	
Head	BE 2019-20
2403	
OE	50.00
A&P	545.00
Professional Services	40.00
Grants-in-Aid General	13846.00
OC	20.00
2403 (SCSP)	3447.00
2403(TSP)	1796.00
2552 (General)	3069.00
2552(SCSP)	482.00
2552(TSP)	249.00
3601(General)	10775.00
3601(SCSP)	2392.00
3601(TSP)	1239.00
3602(General)	37.00
3602(SCSP)	9.00
3602(TSP)	4.00
<b>Total</b>	<b>38000.00</b>

11. This issues with the approval of Secretary (AHD)

(Dharm Prakash)  
Under Secretary to the Govt. of India

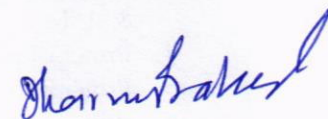
**DHARM PRAKASH**  
Under Secretary  
Government of India  
Ministry of Agriculture & Farmers Welfare  
D/o Animal Husbandry & Dairying  
Krishi Bhawan, New Delhi-110001

**Copy forwarded for information and necessary action to:**

1. Principal Secretary / Secretary, Animal Husbandry of all States & UTs.
2. Principal Secretary / Commissioner / Secretary, Dairy Development of all States & UTs
3. APC / Principal Secretary / Secretary, Department of Agriculture, all States & UTs.
4. Principal Secretary / Commissioner / Secretary, Ministry of Finance, all States & UTs.
5. Principal Secretary / Secretary, Panchayati Raj, all States & UTs.
6. Principal Secretary / Secretary, Department of Forests, all States & UTs.
7. Commissioner / Director of Animal Husbandry & Veterinary Services of all States & UTs.
8. Chief Executive Officer, Livestock Development Board/ Agencies of all States & UTs.
9. Commissioner / Managing Director of Dairy Development/ Milk Federation of all States & UTs.
10. Principal Chief Conservator of Forest of all States / UTs.
11. Advisor (Agriculture), Planning Commission, Yojana Bhawan, New Delhi.



12. Secretary to Ministry of Environment and Forests, Ministry of Environment & Forests, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.
13. Chief General Manager, Animal Husbandry / technical Services Department, National Bank for Agriculture & Rural Development (NABARD), C-24, "G"-Block, Bandra-Kurla Complex, Bandra East Mumbai 400 051.
14. Chairman, NDDB, Anand, Gujarat.
15. Managing Director, NDDB, Anand, Gujarat.
16. Secretary, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi.
17. Secretary, Deptt. Of Agricultural Research and Education, and DG, ICAR, Krishi Bhawan, New Delhi.
18. Secretary to Ministry of Panchayati Raj, Krishi Bhawan, New Delhi.
19. Secretary to Ministry of Women and Child Development, Shastri Bhawan, A Wing, Dr. Rajendra Prasad Road, New Delhi-110001.
20. Secretary to Ministry of Development of North Eastern Region, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi - 110011.
21. Secretary to Department of Food and Public Distribution, Krishi Bhawan, New Delhi.
22. Secretary to Ministry of Rural Department, Krishi Bhawan, New Delhi.
23. Secretary to Ministry of Tribal Affairs, Shastri Bhawan, A - Wing, Dr. Rajendra Prasad Road, New Delhi, 110001.
24. Secretary to Ministry of Minority Affairs, 11th Floor, Paryavaran Bhawan, CGO Complex, New Delhi-110003.
25. Chairman cum Secretary, Agricultural & Processed Food Products Export Development Authority, NCUI Building 3, Siri Institutional Area, August Kranti Marg, New Delhi - 110016, India.
26. Principal Pay & Accounts Office, 16-A, Akbar Road Hutments, New Delhi.
27. Pay & Accounts Officer, Department of Agriculture, Krishi Bhawan, New Delhi
28. Directors of all central Organizations-RFS, CPDOs and CSBF
29. PAOs of concerned Central Organizations.
30. Directors, Central Organizations, Government of India.
31. PPS to Secretary (ADF), Krishi Bhawan, New Delhi.
32. PPS to AS&FA, DADF, Krishi Bhawan, New Delhi.
33. PSs to AHC / JS(NLM) & Mission Director / JS(CDD) / JS(Fy.) / JS (LH)/JS(Admin)
34. Director (Budget)/ US (Finance) Department of Animal Husbandry & Dairying, Krishi Bhawan, New Delhi
35. Dir (NLM)/DS (GC)/ Guard File.



**(Dharm Prakash)**

**Under Secretary to the Govt. of India**



# NATIONAL LIVESTOCK MISSION

## OPERATIONAL GUIDELINES

(REVISED AS ON 27.04.2016)



**Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Animal Husbandry, Dairying & Fisheries  
Krishi Bhavan, New Delhi.**



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## **Foreword**

## **Preface**

## **Abbreviations Used**

AHD- Animal Husbandry Department	DoAC- Department of Agriculture and Cooperation and Farmers Welfare
AI- Artificial Insemination	
APEDA- Agricultural and Processed Food Products Export Development Authority	DRDA- District Rural Development Agency
ARTs- Assisted Reproduction Technologies	EC- Executive Committee
ATMA- Agricultural Technology Management Agency	EDEG- Entrepreneurship Development and Employment Generation
AV- Audio-Visual	FMD- Foot and Mouth Disease
BDO- Block Development Office	FO- Farmers Organizations
BPL- Below Poverty Line	FPO- farmers' Producers Organization
CAFÉ- Capacity Building of Farmers in Agriculture for Farmer-Led Extension	GC- General Council
CEO- Chief Executive Officer	GFR- General Financial Rules
CFSPF- Central Fodder Seed Production Farm	GoI- Government of India
CGU- Central Grower Unit	HoD- Head of Department
CLRI- Central Leather Research Institute	ICAR- Indian Council of Agriculture Research
CPR- Common Property Resources	ICT- Information and Communications Technology
CS- Central Sector Scheme	ID- Identification Number
CSF- Classical Swine Fever	IDSRR Integrated Development of Small Ruminants and Rabbits
CSS- Centrally Sponsored Scheme	IEC- Information, Education and Communication
DAHDF/ DADF- Department of Animal Husbandry, Dairying & Fisheries	JFM Committee- Joint Forest Management Committee
DIL- Disease Investigation Laboratory	JLG- Joint Liability Group
DLMC- District Livestock Mission Committee	KVK- Krishi Vigyan Kendra
	LEF- Livestock Extension Facilitator
	LFG- Livestock Farmers Groups

LWE States- Left-Wing Extremism States	SAU/ SVU- State Agriculture University/ State Veterinary University
MIS- Management Information System	SC- Scheduled Caste
MNREGA- Mahatma Gandhi National Rural Employment Guarantee Act	SC/EMC- Sub Committee/ Empowered Committee
MoEF- Ministry of Environment and Forests	SCPSC- Special Component Plan for Scheduled Castes
MoU- Memorandum of Understanding	SFCI- State Farms Corporation of India Limited
MT- Metric Tonnes	SHG- Self-help group
NABARD- National Bank for Agriculture and Rural Development	SIAs- State Implementing Agencies
NADRS- National Animal Disease Reporting System	SLBC- State Level Bankers' Committee
NBAGR- National Bureau of Animal Genetic Resources	SLEC- State Level Executive Committee
NDDB- National Dairy Development Board	SLM- State Livestock Mission
NGO-Non-governmental organization	SMBC - Salvaging of Male Buffalo Calves
NLM- National Livestock Mission	SMS- Subject Matter Specialist
NMPS- National Mission for Protein Supplements	ST- Scheduled Tribe
PigD- Pig Development	TDN- Total digestible nutrients
PLP- Potential Linked Credit Plan	TSG- Technical Support Group
PRI- Panchayati Raj Institutions	TSP- Tribal Sub-Plan
PVCF- Poultry Venture Capital Fund	UC- Utilization Certificate
RBI- Reserve Bank of India	UID- Unique Identification Number
RSFPD- may be read as Regional Fodder Stations (RFS)	UT- Union Territory
	VCI- Veterinary Council of India



## **NATIONAL LIVESTOCK MISSION**

### **1. Introduction**

1.1 The National Livestock Mission (NLM) has been formulated by subsuming and modifying 7 Centrally Sponsored and 7 Central Sector Schemes of Government of India, given under table-1.

**Table 1. List of XI Plan Schemes included under the National Livestock Mission**

<b>S. No</b>	<b>Name of the Central Sector Schemes</b>
1	Central Fodder Development Organisations
2	Central Sheep Breeding Farm
3	Central Poultry Development Organisations
4	Integrated Development of Small Ruminants and Rabbits
5	Piggery Development
6	Poultry Venture Capital Fund
7	Salvaging and rearing of male buffalo calves
	<b>Name of the Centrally sponsored Scheme</b>
1	Centrally Sponsored Fodder and Feed Development Scheme
2	Conservation of Threatened Breeds of Livestock
3	Poultry Development
4	Utilisation of Fallen Animals
5	Livestock Insurance
6	Establishment / modernization of Rural Slaughterhouses, including mobile slaughter Plants
7	Livestock extension and delivery services

1.2 The NLM will be implemented throughout India in accordance with guidelines described hereunder.

## **2. Mission Objectives**

2.1 The NLM intends to achieve the following objectives:

1. Sustainable growth and development of livestock sector, including poultry
2. Increasing availability of fodder and feed to substantially reduce the demand – supply gap through measures which include more area coverage under quality fodder seeds, technology promotion, extension, post-harvest management and processing in consonance with diverse agro-climatic condition.
3. Accelerating production of quality fodder and fodder seeds through effective seed production chain (Nucleus-Breeder-Foundation-Certified- Truthfully labelled, etc.) with active involvement of farmers and in collaboration with the dairy / farmers cooperatives, seed corporations, and private sector enterprises.
4. Establishing convergence and synergy among ongoing Plan programmes and stakeholders for sustainable livestock development.
5. Promoting applied research in prioritized areas of concern in animal nutrition and livestock production.
6. Capacity building of state functionaries and livestock owners through strengthened extension machinery to provide quality extension service to farmers.
7. Promoting skill based training and dissemination of technologies for reducing cost of production, and improving production of livestock sector
8. Promoting initiatives for conservation and genetic upgradation of indigenous breeds of livestock (except bovines which are being covered under another scheme of the Ministry) in collaboration with farmers / farmers' groups / cooperatives, etc.
9. Encouraging formation of groups of farmers and cooperatives / producers' companies of small and marginal farmers / livestock owners.
10. Promoting innovative pilot projects and mainstreaming of successful pilots relating to livestock sector.
11. Providing infrastructure and linkage for marketing, processing and value addition, as forward linkage for the farmer's enterprises.
12. Promoting risk management measures including livestock insurance for farmers.
13. Promoting activities to control and prevent animal diseases, environmental pollution, promoting efforts towards food safety and quality, and supply of quality hides and skins through timely recovery of carcasses.
14. Encouraging community participation on sustainable practices related to animal husbandry, involvement of community in breed conservation and creation of resource map for the states.

### **3. Mission Design**

3.1 The Mission is designed to cover all the activities required to ensure quantitative and qualitative improvement in livestock production systems and capacity building of all stakeholder. The Mission will cover everything germane to improvement of livestock productivity and support projects and initiatives required for that purpose subject to condition that such initiatives which cannot be funded under other Centrally Sponsored Schemes under the Department.

3.2 The mission is organised into the following four Sub-Missions:

#### **3.2.1 Sub-Mission on Livestock Development**

3.2.1.1 The sub-mission on Livestock Development includes activities to address the concerns for overall development of livestock species including poultry, other than cattle and buffalo, with a holistic approach. Risk Management component of the sub-mission will, however, also cover cattle and buffalo along with other major and minor livestock.

#### **3.2.2 Sub-Mission on Pig Development in North-Eastern Region**

3.2.2.1 There has been persistent demand from the North Eastern States seeking support for all round development of pigs in the region. Therefore, pig development in the North Eastern Region is being taken up as a sub- mission of NLM. The sub-mission will strive to forge synergies of research and development organizations through appropriate interventions, as may be required for holistic development of pigs in the North Eastern Region including genetic improvement, health cover and post harvest operations.

#### **3.2.3 Sub-Mission on Feed and Fodder Development**

3.2.3.1 The Sub-Mission is designed to address the problems of scarcity of animal feed and fodder resources, to give a push to the livestock sector making it a competitive enterprise for India, and also to harness its export potential. The sub-mission will especially focus on increasing both production and productivity of fodder and feed through adoption of improved and appropriate technologies best suited to specific agro-climatic region in both arable and non-arable areas.

### 3.2.4 Sub-Mission on Skill Development, Technology Transfer and Extension

3.2.4.1 The extension machinery at field level for livestock activities is not adequately strengthened. As a result, farmers are not able to adopt the technologies developed by research institutions. The adoption of new technologies and practices requires linkages between stakeholders. The sub-mission will provide a platform to develop, adopt or adapt the technologies including frontline field demonstrations in collaboration with farmers, researchers and extension workers, etc. wherever it is not possible to achieve this through existing arrangements.

## 4. Institutional Structure

### 4.1 National Level

#### 4.1.1 The General Council

4.1.1.1 The Mission will have a General Council (GC) at National level under the Chairmanship of Union Agriculture Minister. Composition of GC will be as follows:

Minister of Agriculture	:	<b>Chairperson</b>
Ministers of:- Food Processing Industries; Environment & Forests; Finance; Panchayati Raj; Rural Development.	:	Members
Secretaries of Departments / Ministries of:- Animal Husbandry, Dairying & Fisheries; Agriculture and Cooperation; Agricultural Research and Education; Food Processing Industries; Expenditure; Financial Services; Health & Family Welfare; Environment & Forests; Panchayati Raj; Rural Development; Medium, Small and Microenterprise; Development of North Eastern Region; Biotechnology.	:	Members
Representatives of:- Animal Rearers' Associations; Poultry Associations; Federations of Dairy Co-operatives; Food Processing Industry; Compounded Feed Industry (Maximum 5, to be nominated by the Chairperson).	:	Members
Joint Secretary (APF) & Mission Director (NLM).	:	<b>Member Secretary</b>

4.1.1.2 GC will be the policy formulation body giving overall direction and guidance to Mission and will monitor and review its progress and performance. GC will be empowered to lay down and amend operational guidelines, other than those affecting financing pattern. Tenure of non-official members of GC will be for 3 years from date of



nomination and that for official members, till they hold the post. GC will meet minimum twice a year.

#### **4.1.2 Executive Committee:**

4.1.2.1 Executive Committee (EC), headed by Secretary, Department of Animal Husbandry, Dairying and Fisheries (DADF) will oversee activities of the Mission and approve Action Plans of various states. The EC will comprise of the following:

<b>Secretary</b> , Department of Animal Husbandry, Dairying and Fisheries (DADF).	:	<b>Chairperson</b>
<b>Joint Secretaries of Departments / Ministries of:-</b> Agriculture and Cooperation; Food Processing Industries; Environment & Forests; Panchayati Raj; Rural Development; Medium, small and microenterprise; Development of North Eastern Region; Health & Family Welfare; Expenditure; Financial Services; Biotechnology, Women & Child Development	:	Members
<b>Financial, Planning and Technical Experts:-</b> Financial Advisor, DADF; Advisor (Agriculture), Planning Commission; Animal Husbandry Commissioner, DADF; Deputy Director General (AS), Department of Agricultural Research and Education; Two Vice-Chancellors of Veterinary/ Animal Sciences Universities to be nominated by Chairperson.	:	Members
<b>Institutions:</b> - CMD, NABARD; MD, NDDB; Chairman, APEDA; CEO, FSSAI; MD, SFAC	:	Members
Principal Secretaries / Secretaries of the Department of Animal Husbandry of 5 States on rotation basis from all regions for two years each, to be nominated by the Chairperson.	:	Members
Three Experts (Livestock Production, Poultry and Animal Nutrition) to be nominated by the Chairperson.	:	Members
Joint Secretary (APF) & Mission Director (NLM).	:	<b>Member Secretary</b>

4.1.2.2 EC will formulate guidelines, and will be empowered to reallocate resources across States and components, and will approve projects in conformity with the guidelines. EC will consider and approve components of a project and include new components, if required. EC will also be empowered to approve special interventions for tackling emergent / unforeseen requirements. EC can also constitute Sub-Committee (SC) / Empowered Committee (EMC) and delegate powers to SC / EMC, as well as to State

Governments / State Animal Husbandry Department / State Livestock Mission for approving projects. Tenure of Non-official members will be for 2 years from the date of nomination; and that of official members till they hold the post, or as specified in the above table. EC will ensure smooth functional linkages among different agencies. EC shall meet as frequently, as required, minimum once in a quarter.

#### **4.1.3 Mission Directorate**

4.1.3.1 The Mission Directorate will be headed by the Joint Secretary to Government of India, in-charge of Animal Production, Poultry, and Fodder. The Mission Directorate will provide the necessary support to EC and the GC and will administer the Mission. The Mission Directorate will draw human resource from the Department in general, and if required will outsource manpower on need / task basis. Because of the enormity of the tasks involved, the Mission Directorate will require separate housing and dedicated manpower. For separate housing, Directorate of Estates will be approached failing which appropriate accommodation will be rented as per existing norms. The Mission Directorate will appraise projects received from the States, and get the approval of EC. The Chairman of EC will have powers to approve projects in anticipation of approval of EC in case the next meeting of EC is delayed.

### **4.2 State Level**

#### **4.2.1 State Level Executive Committee:**

4.2.1.1 Respective State Governments/UTs are required to notify the State Level Executive Committee (SLEC) under Chairmanship of Chief Secretary, having representatives from other concerned Departments of State Government, the State Agricultural Universities (SAU), Institute under Indian Council of Agricultural Research (ICAR), Dairy cooperatives, Farmers' / Animal Rearers' / Poultry Associations, etc., will oversee implementation of the Mission in respective States. Central Government will nominate its representative who will be a member in the SLEC. At operational level, State Governments shall constitute and notify a State Livestock Mission (SLM) which would be an empowered body for implementing the Mission programmes at State and district levels. Principal Secretary / Secretary, Animal Husbandry will be the State Mission Director. He will also function as the Member Secretary of SLEC. The Directorate of Animal Husbandry will service the SLEC and the SLM. Panchayati Raj Institutions (PRI) existing in the State will be fully involved in implementation of the Mission.

4.2.1.2 State and sub-state level structures will be evolved keeping in view the need for getting adequate returns for livestock farmers and eliminating middlemen to the extent possible.

#### **4.2.1.3 State Livestock Mission will have the following functions:**

1. Prepare Strategic, Perspective, and Annual Action Plan in consonance with Mission's goals and objectives and in close co-ordination with Technical Support Groups, SAUs and ICAR institutes; and oversee its implementation;
2. Organize base-line survey and feasibility studies in different parts (District, sub-District, or a cluster of Districts) to determine status of fodder / livestock production, potential and demand, and tailor assistance accordingly.
3. Receive funds from National Mission Authority, State Government and other sources, pool financial resources for carrying on mission's activities, maintain proper accounts thereof and submit utilization certificate to National Mission Authority.
4. Release funds to implementing organizations and oversee, monitor & review implementation of the programmes.
5. Assist and oversee Mission's programmes being implemented through Farmers' Societies, NGOs, growers associations, cooperatives, self help groups, Farmers' Producer Organisations (FPOs), and other similar entities;
6. Organize Workshops, Seminars and training programmes for sensitization of all interest groups / associations at State / District / Sub-district level to provisions of NLM, as also for technology transfer and skill development, with the help of SAUs, ICAR Institutes, ATMAs / KVKs, Civil Society Organisations, and other institutions having technical expertise.
7. Furnish monthly progress reports to DADF and also upload same by 5<sup>th</sup> of each month, on the website of the Department / Mission.
8. Operationalise Information Communication Technology (ICT) enabled Management Information System (MIS) up to grass root level and, if need be, develop and host its own web site.
9. Supervision and monitoring of the implementing agencies.

#### **4.3 District Level**

4.3.1 At District level, District Livestock Mission Committee (DLMC) will be responsible for carrying forward the objectives of the Mission for project formulation, implementation and monitoring. Accordingly, State Government/ UT are required to issue necessary notification for constitution of DLMC which will be headed by the District Collector, having as members the Chief Executive officer (CEO) of ZilaParishad or Zila Panchayat / Chief Development Officer / District Development Officer / PD of District Rural Development Agency (DRDA), representatives from concerned line Departments, Dairy Cooperatives, Farmers' / Animal Rearers' / Poultry Associations, Marketing Boards,

local Banks, Self Help Groups and other Non-Governmental organizations. District Planning Committee and PRIs will be involved in implementing the programme depending on their expertise and available infrastructure. District Animal Husbandry Officer / Veterinary Officer will be Member Secretary of DLMC.

#### **4.4 Technical Support Group (TSG)**

**4.4.1** The Mission will have a strong technical component and domain experts will be central to management of the Mission. Technical Support Group (TSG) will provide inputs to the Mission Directorate, and similarly in States at State / District level. TSGs will have flexible norms for recruiting professionals, on contract. Service providers could also be engaged for providing technical services in accordance with terms of reference laid for the purpose and approved by EC. TSG would comprise of personnel at different levels, who will provide technical services and their honorarium will be fixed on the basis of their qualifications, experience, and last pay drawn, if retired from Government. Fresh graduates having knowledge in Livestock / Poultry production, Feed and Fodder development, Computer professionals, MBA graduates, young professionals could also be a part of TSG.

#### **4.4.2 TSG will have the following role and functions:**

1. Assisting the Mission Directorate in implementation of the mission, including providing technical assistance in appraising the projects
2. Visit the project areas frequently to provide guidance in organizational and technical matters
3. Compile materials for conduct of regional workshops in respect of the project components. They will also prepare Annual Calendar for capacity building, promotional events, workshops / seminars on different aspects of livestock development in consultation with State Livestock Missions (SLMs).
4. Supervision & Evaluation of Mission.
5. Conduct studies on different aspects of livestock management.
6. Document and disseminate case studies of success stories.
7. Assist States in capacity building programmes.
8. Undertake publicity / information campaign to promote Mission's objective.
9. Provide monthly feed-back reports to Mission Director.
10. Manage the website of the Mission



## **5. Procedure for approvals and implementation**

### **5.1 Preparation and Submission of Proposals**

**5.1.1** The implementing agencies will submit the proposals, in prescribed formats, as given under the Mission components, to the State Department of Animal Husbandry, after technical sanctions of their Competent Authorities. Nodal officer should be identified by State Government, who may be delegated sufficient financial and administrative powers to effectively implement this scheme and will coordinate with this Department, NABARD and other agencies wherever required. Central as well as State Level Technical Monitoring Committees will be constituted to monitor the progress of scheme from time to time. While preparing the proposals, in addition to specific guidelines provided in Mission component, following guidelines may be taken into consideration:

- (i) The State Government shall confirm the provision of availability of matching funds in their State Budget to meet State share for the scheme. The State Government should make an express statement in the proposal and also in the recommendation letter, regarding the provisioning of State share and the budget position.
- (ii) Further, in case of State share or beneficiary share involved, State may bear the beneficiaries' share or *vice versa*. Alternatively, State may also decide upon the proportionate share between State and beneficiary.
- (iii) The project proposal should be accompanied with a certificate that the land where the scheme is proposed to be implemented is in possession of the beneficiary or the implementing agency, as the case may be. In cases if the beneficiary or implementing agency does not own the land, a copy of lease agreement for the project period is required. or any other relevant document as per RBI norms or deemed necessary by the financing bank. If assets are created the lease agreement period should be atleast 10 years or for the loan/interest repayment interest, whichever is longer.
- (iv) In general, the civil construction cost may be kept at minimum and it should be incidental to the installation of machinery and equipment, except in cases where it is essential, like; silage making, biosecurity, strengthening of livestock and poultry farms, etc.
- (v) Proposals will be considered as per the merit of the proposal and availability of funds, in a manner to ensure balanced implementation of the Mission across various regions in the country.
- (vi) State Governments must furnish quarterly progress report (Financial and Physical) in prescribed format for each component. Fund Utilization Certificate (GFR-19A) [ Under Rule 212(1)], Physical Progress Report, and Audited Statements should be submitted through administrative head of the State Department responsible for Animal Husbandry / Dairying, duly approved by the State level Executive Committee (SLEC) / the Mission Director, State Livestock Mission.
- (vii) Inspection of sites / units would be undertaken by any National or State level committee / sub-committee / Technical Support Group constituted under NLM to verify the physical and financial progress as and when required.

(viii) A budget provision , not exceeding 5% of total cost of the project, has been kept, as administrative cost for the Mission Directorate to accommodate the following:

- a. Workshops/ Conferences/ Seminars,
- b. Training and Human Resource Development,
- c. Technical services germane to the objective of the Mission, like project Preparation, etc.
- d. Publicity including AV, documentaries, etc., and celebration of National or World Days, like World Egg Day, etc.,
- e. Impact/ Evaluation/ Monitoring studies,
- f. Innovation/ Research activities,
- g. Other unforeseen and contingency requirement.

(ix) Social Audit: The Mission envisages concurrent, continuous system of social auditing through the Panchayati Raj Institutions/ similar recognized bodies, like Urban Local Bodies, etc, where PRI is not there. The Gram Sabha may be the body for primary level social auditing at village level. Panchayat level social audit committees may be constituted. The committees may conduct the audit at regular intervals, and may present the report in the Gram Sabha or appropriate authority like BDO etc. in cases where PRI is not present.

(x) State Government may also avail additional subsidy from other sources in case of credit-linked components provided that:

- a. Name and basic structure of the scheme will remain same and Mission component will be implemented strictly as per the guidelines of NLM, without diluting the norms.
- b. The accounts of bank-ended subsidy amount, and additional subsidy will be maintained separately.
- c. State Government will give an undertaking/ certificate that they will not avail or stop the additional subsidy without intimation to GoI.
- d. If the State Government desires to give additional or top-up subsidy through the State Budget, it should not be more than Beneficiary Share / Margin Money.

(xi) Generally, atleast 16.2% of the funds are released for SC beneficiaries. Further, It may be ensured by the respective State Governments that, where sanctions have been made under the Special Component Plan for SCs (SCPSC), the funds must be used only for the SC beneficiaries. However, State Governments may also strive, as far as possible, to cover physically 8%, 30% and 3% Scheduled Tribe, Women and physically challenged/ differently-abled persons/ farmers / beneficiaries, respectively from the General component until specific budget Heads are created.

- (xii) In case of beneficiary oriented components, the UID numbers of individual beneficiaries may be recorded and included in all project related documents. However, beneficiaries who have not yet received the UIDs may not be subjected to any disadvantage, and in such cases other acceptable ID criteria like BPL register, etc., may be used.
- (xiii) National/ State environmental & pollution control laws/ Rules/ Regulations should be complied with wherever applicable.
- (xiv) Signboards, of appropriate size (Around 3x2 feet to 5x4 feet) will be installed at implementation sites. The signboards must also display - “Assisted by Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture, Government of India”

**5.1.2** The State Animal Husbandry Department will consolidate all proposals, including the proposals prepared by the Department itself. A comprehensive proposal including all the permissible activities under the Mission will be prepared by the State Animal Husbandry Department, and the same will be recommended to the Mission Director in the beginning of every Financial Year. As far as possible, piecemeal proposals and untimely submission of proposals may be avoided.

## **5.2 Approval of Proposals**

**5.2.1 Approval of Proposals:** The Mission Director will appraise the proposals with the assistance of the Technical Support Group. The proposals within the guidelines / norms may be approved by Mission Director upto the level specified in the financial powers. The proposals which go beyond the approved guidelines, special cases, innovative projects or for which cost norms are not fixed etc. will be appraised by the Mission Director and will be submitted to the Executive Committee for approval.

**5.2.2** In case of Entrepreneurship Development and Employment Generation (EDEG) credit-linked proposals, the same will be appraised and approved by banks as done earlier for ‘Poultry Venture Capital Fund’ etc. However, in some cases of technology upgradation which come for the first time or is new, the same may be appraised by bank and forwarded with views/ comments of NABARD to Mission Director for approval.

## **5.3 Fund Flow Mechanism**

**5.3.1** The funds will be released to the Department of Animal Husbandry of concerned State / UT Government. It has been decided from 2014-15 onwards, all plan schemes under which central assistance is provided to the States shall be classified and budgeted as Central Assistance to State Plans. That is, funds would now be transferred to States/ UTs through consolidated funds of the States concerned (treasury route) using major heads 3601 and 3602 and there should be shift from current practice of transfer of funds directly

to implementing agencies/ societies (direct transfer route/ society mode) using the functional Heads, as per the current practice.

However, for the Central Sector components like Central Farms (Central Poultry Development Organizations, Central Sheep Breeding Farm, Central Fodder Development Organizations) and Entrepreneurship Development and Employment Generation [EDEG] component under Sub-Mission on Livestock Development may be released as per earlier mode i.e. to the Organizations and fund-channelizing agency (NABARD) directly respectively.

5.3.2: Funds to the tune of 1.5% of the sanctioned amount may be given towards administrative charges or operational expenses in case of operating Entrepreneurship Development and Employment Generation [EDEG] Cell of the State Government or any such agency. Similarly in case of credit-linked components where there is a separate fund channelizing agent like NABARD, 1% of the total subsidy disbursed annually may be given as fund channelizing charges including costs for data compilation and reports to be submitted to the GoI.

5.3.3: Flexi-funds: The introduction of a flexi – fund component within the Centrally Sponsored Schemes (CSS) has been made to achieve the following objectives:

- (i) To provide flexibility to States to meet local needs and requirements within the overall objective of each programme or scheme;
- (ii) To pilot innovations and improved efficiency within the overall objective of the scheme and its expected outcomes;
- (iii) To undertake mitigation / restoration activities in case of natural calamities in the sector covered by the CSS .

Flexi- funds will be a part of the CSS (10%) and the name of NLM will precede the word ‘flexi- funds’ in the communication to States. There will be no separate budget and account head for this purpose.

As flexi- funds are a part of the concerned CSS, the same States share (including beneficiary contribution, if any) would be applicable for the flexi –fund component as well, However, States may provide additional share (including beneficiary contribution, if any) over and above the required State s hare for the flexi- funds component of the allocation for the CSS.

States may use the flexi-funds for the CSS to meet the objectives mentioned above in accordance with the broad objectives of the main Scheme. The flexi- funds may also be utilized for mitigation/restoration activities in the event of natural calamities in accordance with the broad objectives in the event of natural calamities in accordance with the broad objectives of the CSS. However, the specific guidelines of the CSS, applicable for 90% of the CSS allocation, will not be essential for the Flexi – funds component of the CSS, except for State’s share requirements.



The flexi-funds of a CSS for NLM, however, shall not be diverted to fund activities / schemes in any other sector. But it would be permissible to converge flexi-funds of different schemes to improve efficiency and effectiveness of outcomes.

The purpose of providing flexi-funds is to enable States to undertake new innovative schemes in the particular area covered by the CSS. Flexi-funds shall not be used to substitute State's own non-plan or Plan schemes/expenditure. It shall also not be used for construction/repairs of offices residences for Government officials, general publicity, and purchase of vehicles /furniture for offices, distribution of consumer durables / non durables, incentives/rewards for staff and other unproductive expenditure.

Schemes taken up with Flexi-funds shall invariably carry the name of concerned CSS. States wishing to use flexi funds as part of the normal 90% component are free to do so.

5.3.4: Variations in fund flow mechanism under specific components are explained under relevant components.

## **6. Monitoring and Evaluation**

6.1 As already stated, the Mission will have a General Council under the Chairmanship of the Agriculture Minister; a Central Executive Committee under the Chairmanship of Secretary, DADF; State Executive Committees, and District Mission Committees. Besides, Technical Support Groups will be central to management of the Mission. The Technical Monitoring Committee (TMC) for all the State Farms (on the lines of State Poultry Farms) will continue to function. All these institutions under the Mission will undertake concurrent monitoring and periodic evaluation of activities under the Mission.

## **7. Mission Interventions**

### **7.1 SUB-MISSION ON LIVESTOCK DEVELOPMENT**

#### **7.1.1 COMPONENT (I) - ENTREPRENEURSHIP DEVELOPMENT AND EMPLOYMENT GENERATION (EDEG)**

7.1.1.1 This component includes all credit cum subsidy linked activities earlier implemented through NABARD, viz., Poultry Venture Capital Fund (PVCF), Integrated Development of Small Ruminants and Rabbits (IDSRR), and Pig Development. Since these schemes have been popularized with great efforts during XI Plan, the names of the credit linked activity will not be changed to avoid confusion among beneficiaries and bankers. However, the suffix EDEG will be added to indicate that these are part of the XII Plan Scheme.

7.1.1.2 The Sub-Mission will function under the institutional structure of the National Livestock Mission. In addition, for operation of the EDEG component, the State Government will constitute the State Level Sanctioning and Monitoring Committee (SLSMC) under the Chairmanship of State Principal Secretary / Secretary of Animal Husbandry Department and DGM / AGM of Regional NABARD as Member Secretary. The members may be State Officials of Animal Husbandry Department, Lead Bank, Commercial Banks, NGOs, representative of DADF, GOI. The SLSMC will approve projects based on the merit of the projects and on the budget allocated to the States/UTs. The SLSMC will also maintain close liaison with State Level Bankers' Committee (SLBC) and be updated on Potential Linked Credit Plan (PLP) of the districts. The respective SLSMCs are also required to review the unit costs every year and get the revised unit costs ratified by Department of Animal Husbandry, Dairying & Fisheries. The SLSMCs will also take a call on the smallest unit size suitable to the local situation of the beneficiaries in the State so that multiples of the smallest modules can be approved according to resources and capacity of the beneficiaries.

7.1.1.3 For margin money and collateral securities, extant RBI guidelines will be applicable. However, the State Governments may choose to make provision for payment of margin money on behalf of the beneficiaries, which will be admissible. One time grant for possible credit guarantee fund for micro and small industries is also proposed for such cases where the beneficiary is not able to provide collateral security. This is proposed in the form of one time contribution from NLM in consultation with NABARD. An amount of Rs 100 crore is proposed to be kept for this purpose, to be used as credit guarantee only in respect of loans given by banks for micro and small livestock based ventures without collateral security.

7.1.1.4 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-I, A-I(A), A-I(B) and A-I(C)**.

## **7.1.2 COMPONENT (II) - (Modernisation and Development of Breeding Infrastructure)**

7.1.2.1 This component covers all subordinate offices of the Department concerned with poultry, sheep and goat, namely the Central Poultry Development Organisations (CPDOs) and the Central Sheep Breeding Farm (CSBF). Programmes of strengthening / modernization of State Poultry, Sheep, Goat and Pig Farms covered under XI Plan Schemes, viz., 'Poultry Development', 'Integrated Development of Small Ruminants and Rabbits', and, 'Pig Development' are also covered under this component.

7.1.2.2 The Central Organisations will prepare an infrastructure development plan on the basis of which case to case approval and expenditure sanction will be provided by

the Department. The infrastructure plan would focus on biosecurity, infusion of high-end technology and automation so as to develop these organizations as showcase for demonstration of technology and skill development. Similarly the technical programme adopted at these farms will also be reviewed and revised keeping in view variety of breeding stock required by the States / beneficiaries and skills necessary for rearing these animals on scientific lines.

7.1.2.3 The States will be required to make a thorough assessment of all farms / breeding infrastructure with respect to their potential and performance, and select the farms with high potential. These farms picked up for strengthening will also be mandated to train State officials/ entrepreneurs/farmers.

7.1.2.4 So far as infusion of technology is concerned, there is a gulf of difference between commercial breeding farms in the private sector and the breeding farms in the public sector particularly in case of poultry and pigs. In order to bridge this gap, 4-6 farms for each species will be selected for developing into state-of-the-art farms (model farms) with infusion of high-end technology and automation with focus on biosecurity and maintenance of disease free stock.

7.1.2.5 One time operational/ Revolving Fund may be provided to these farms for smooth operations and maintenance to ensure long term sustainability. In case of poultry farms, it is necessary that not only the operational cost of chick, feed, etc., is covered but also the operational biosecurity plan hitherto not included should be implemented to sustain the operations. This may include purchase of hatching eggs, parent stock, feed ingredients, transportation, medicine, vaccines, etc., following Standard Operating Procedure (SOPs) for cleaning and disinfection with approved disinfectants.

7.1.2.6 In case of Government of India farms, the same pattern of funding as was done in the erstwhile Central Sector Scheme for subordinate/ attached offices in Plan and Non Plan heads would continue.

7.1.2.7 For breeding improved varieties of animals across these species, assisted reproduction technologies (ARTs), as applicable, will be propagated. This will include establishment of sperm stations, development of AI network, oestrous synchronization, embryo transfer, etc.

7.1.2.8 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure–A-II** and **A-II(A)**.

### **7.1.3 COMPONENT (III) - (Interventions towards productivity enhancement)**

7.1.3.1 This activity component will include the Rural Backyard Poultry Development component of the XI Plan scheme on Poultry Development, but will cover beneficiaries from BPL families only. Operational credit-cum-subsidy may be availed

under Central Grower Unit component of Poultry Venture Capital Fund. Only low input technology birds will be propagated under this component, the varieties of which are placed at **Annexure-F**. This list will be updated as and when required, and will be uploaded on the website [www.dadf.gov.in](http://www.dadf.gov.in)

7.1.3.2 This component also includes the following activities of the XI Plan schemes, viz., ‘Integrated Development of Small Ruminants and Rabbits’ and, and ‘Pig development’.

1. Interventions in the breeding tracts of high fecundity breeds;
2. Sponsoring need based research / studies and linkages with professional bodies;
3. Propagation of Artificial Insemination (AI);
4. Biotechnology centres for fecundity breeds;
5. Training and orientation of functionaries;
6. Ram / buck / boar shows;
7. Community led breed improvement programmes;
8. Innovative projects

7.1.3.3 During the XII Plan, propagation of Artificial Insemination in small ruminants will be given special focus by establishment of semen banks/collection centres. In addition, organizing camps for mass de-worming / vaccination, supply of area specific mineral mixtures, etc., will also be funded under the programme.

7.1.3.4 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-III** and **A-III(A)**.

#### **7.1.4 COMPONENT (IV) - (Risk Management & Insurance)**

7.1.4.1 The ‘Risk Management’ as a component of sub-mission on livestock development of NLM is to be implemented in all the Districts of the Country including those carved out in future, if any. This component aims towards management of risk and uncertainties by providing protection mechanism to the farmers against any eventual loss of their animals due to death; and to demonstrate the benefit of insurance of livestock to the people. The indigenous / crossbred milch animals, pack animals (Horses, Donkey, Mules, Camels, Ponies and Cattle/ Buffalo Male), and Other Livestock (Goat, Sheep, Pigs, Rabbit, Yak and Mithun etc.) will be under the purview of this component. Benefit of subsidy is to be restricted to 5 animals per beneficiary per household for all animals except for sheep, goat, pig and rabbit, where the benefit will be restricted to 5 cattle units (1 cattle unit = 10 sheep/goat/pig/rabbit). Therefore the benefit of subsidy to sheep, goat, pig and rabbit is to be restricted to 5 ‘Cattle Unit’ per beneficiary per house hold.

However, if a beneficiary has less than 5 animals / 1 Cattle Unit can also avail the benefit of subsidy.

7.1.4.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-IV & A-IV(A)**.

#### **7.1.5 COMPONENT (V) - (Conservation of Livestock Breeds)**

7.1.5.1 Under this component, annual grant for nucleus breeding farms will be provided. The States will be encouraged to undertake a structured programme of identification and registration of new breeds. The universities will also be involved under this programme so that new varieties proposed to be registered are first studied at the State University level, then at the level of NBAGR before they are finally registered as breeds. These activities will be monitored by a State Level Committee on Animal Genetic Resources which will also take stock of population dynamics of the existing breeds whose native tracts lie in the State. Annual seminars, workshops, etc., will also be organized to enhance awareness of all stakeholders. Establishment of farmers / breeders organizations with the objective of registration of two specimens of the breed and maintenance of breed registry will also be supported under this component.

7.1.5.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-V & A-V(A)**.

#### **7.1.6 COMPONENT (VI) - (Development of Minor Livestock Species)**

7.1.6.1 The XI Plan schemes of the Department did not cover development of equines and yaks. It is proposed to keep a window open for consideration of proposals for development of these species. Proposals for this activity will be received through the State Governments, and non-government organizations (NGOs) will be eligible to submit proposals. It will be the responsibility of the State Government to verify the credentials of the NGO before forwarding their proposal.

7.1.6.2 Brief guidelines and proforma for submitting proposals under this component are placed at **Annexure-A-VI & A-VI(A)**.

#### **7.1.7 COMPONENT (VII) - (Utilization of Fallen Animals)**

7.1.7.1 Under this component establishment of carcass utilization centres, bone crushing units, renovation / modernization of existing carcass utilization centres, training and insurance of flayers will be supported. The programme will be implemented through



Panchayati Raj Institutions. There will be three models of carcass utilization centres with processing capacities of 5-6 animals per day, 7-19 animals per day and 20-25 animals per day for which subsidy ceiling of Rs.110 lakh, Rs.165.00 lakhs and Rs.220.00 lakh will be allowed, respectively, at 75% of project cost whichever is less. Priority will be given to locations identified by Air Force Headquarters. Training of flayers will be undertaken at CLRI, Chennai or other existing training centres. A cost of Rs.5000 per trainee will be allowed.

7.1.7.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-VII & A-VII(A)**.

## **7.1.8 COMPONENT (VIII) - (Establishment of Rural Slaughter Houses)**

7.1.8.1 Establishment / Modernization of Large slaughter houses by commercial business interest as well as municipal corporations are being supported by Ministry of Food Processing Industries. However, there is a tendency to concentrate such large slaughter houses in the peri-urban areas which has its own complications. The department's effort to initiate rural slaughter houses with support of a mix of credit-cum-subsidy has not met with success. Therefore, it is proposed to implement a programme of Rural Slaughter Houses (establishment/ modernization/ expansion) through Panchayati Raj Institutions. Therefore, this component will support slaughter houses in rural areas, with grant-in-aid under the scheme. The funding pattern for this component will be 75% Central Share and 25% State share subject to a limit of central share of Rs1.50 crore.

7.1.8.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-A-VIII & A-VIII(A)**.

## **7.2 SUB-MISSION ON PIG DEVELOPMENT IN THE NER**

### **7.2.1 COMPONENT (I) - (Strengthening of State Pig Breeding Farms)**

7.2.1.1 There are 60 Pig Breeding Farms in the North Eastern States in the Government sector. During a review made in the Department 2011-12, it was learnt that not only these farms are poor in infrastructure in terms of pig sheds and related facilities, their rearing capacity is also quite low and the breeding stock old and deteriorated. Therefore, it is proposed to make a thorough assessment of the pig breeding infrastructure in the Government sector and strengthen their infrastructure so as to enable each one of them to rear a minimum strength of 100 breeding sows. These farms will act as multiplication centres and receive their breeding stocks from large farms running a scientific breeding programme, e.g., University Pig Farms, and National Research Centre for Pigs, etc. These farms will also conduct training for Pig farmers so that scientific pig management practices can be inculcated into progressive farmers.

7.2.1.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-B-I & B-I(A)**.

## **7.2.2 COMPONENT (II) - (Import of Germplasm)**

7.2.2.1 Average carcass weight of pigs in the North Eastern Region varies widely from 41 kilos in Assam to 137 kilos in Mizoram. This wide variation reflects the need for genetic upgradation. Since the population which is to be upgraded is large (above 4 million) and the breeding stock in State Pig Breeding Farms old and deteriorated, import of germplasm has become unavoidable. However, import of live animals poses relatively higher risk of ingress of diseases. Therefore, it will be prudent to have a mix of semen, embryos and live animals while importing germplasm. A committee of experts will be constituted to assess the requirement of germplasm and to what proportion each form of germplasm, i.e., semen, embryos and live animals are to be imported. For requirement of a single State, the State would follow the advice of the expert committee and import the stock. If more than one State are importing, the Mission Directorate will guide the import process so as to harmonize the requirement and ensure delivery of quality product.

7.2.2.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-B-II & B-II-(A)**.

## **7.2.3 COMPONENT (III) - (Support to Breeding Programmes)**

7.2.3.1 As has been the experience in the past, import of germplasm with high potential is no guarantee to higher performance unless a proper breeding programme is implemented. Therefore, the sub-mission will support breeding programmes to be implemented by selected organizations both in Government and Semi-government sector that will provide breeding materials for the multiplication herds either in the Government sector or private entrepreneurs supported under NMPS. Performance of the animals in such breeding programmes will be analysed scientifically for constant improvement in performance and a proper animal identification and performance recording system will be followed. The operational cost of running the breeding programmes will be supported under the sub-mission. The idea is to create an institutional structure with three tiers where the farmer produces piglets and sells the same, the State Breeding Farms produce and supply the breeding stock for the farmers and specialized breeding farms with scientific programmes produce and supply breeding material for the multiplication farms. Once this structure is firmly established, this will create room for further specialized pig breeding operations in the country in which participation of private sector may be expected.

7.2.3.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-B-III & B-III(A)**.

#### **7.2.4 COMPONENT (IV) - (Propagation of Reproductive Technologies)**

7.2.4.1 There is an acute shortage in the country of quality breeding boars. In the North Eastern Region, because of difficult terrain, it is cumbersome and expensive to adopt natural mating with boars of improved quality. Improvement of stock in such circumstances can happen if artificial insemination is adopted as a mainstream programme. Therefore, this component of the sub-mission will support training of functionaries in artificial insemination technology; and will assist State Government and other multiplication farms in setting up artificial insemination centres. This component will also support import of embryos and setting up embryo transfer facilities in organizations implementing a scientific breeding programme to supply breeding stock to the multiplication farms.

7.2.4.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-B-IV & B-IV(A)**.

#### **7.2.5 COMPONENT (V) - (Health Cover)**

7.2.5.1 Under this programme, the State Government will be encouraged to take vaccination programmes to protect the stock against Classical Swine Fever (CSF) and Foot and Mouth Diseases (FMD). Control of parasites of the neonates (Ascaris) will also be covered under the programme. For remaining diseases, the State will be encouraged to avail of the assistance available under mainstream schemes of Livestock Health.

7.2.5.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-B-V & B-V(A)**.

7.2.5.3 States can avail assistance for Pig Slaughter House under Component “Establishment of Rural Slaughter Houses” of National Livestock Mission implemented by DADF or “Setting / Modernization / Expansion of Abattoirs” of National Mission on Food Processing” (NMFP) of implemented by Ministry of Food Processing Industries.

### **7.3 SUB-MISSION ON FODDER AND FEED DEVELOPMENT**

#### **7.3.1 Component (I) - Fodder production from Non-forest wasteland / rangeland / grassland / non-arable land**

7.3.1.1 Following activities are proposed under this component:

1. Production / procurement and distribution of seed / planting material of improved varieties of suitable crops
2. Soil and Moisture conservation works on the planting / sowing site
3. All ancillary planting, tending, protection and maintenance works up to 5<sup>th</sup> year of planting / sowing
4. Rangeland Improvement
5. Harvesting and densification of fodder

7.3.1.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-C-I, C-I(A) & C-I(B)**,

#### **7.3.2 Component (II) - Fodder production from Forest land**

7.3.2.1 This component shall be operated by the Forest Department, preferably through the Joint Forest Management Committees. The following activities are proposed under this component:

1. Rehabilitation of Degraded forests with predominantly fodder species
2. Production / procurement and distribution of seed / planting material of improved varieties of suitable crops
3. Soil and Moisture conservation work in forest areas
4. Silvi-pastoral plantations
5. All ancillary planting, tending, protection and maintenance works up to 5<sup>th</sup> year of planting / sowing
6. Rangeland Improvement
7. Harvesting and densification of fodder

7.3.2.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure- C-II, C-II(A) & C-II(B)**.

#### **7.3.3 Component (III) - Cultivation of coarse grains and dual purpose crops**

7.3.3.1 The activities under this component will be taken under the National Food Security Mission (NFSM). The State Governments, for coarse grains and dual purpose crops, would approach the Department of Agriculture and Cooperation with their project proposals as per the guidelines of NFSM. The following activities are proposed under this component:

1. Seed production under contract farming with buy back arrangement with the State Government / seed supplying agency
2. Buy back of the seed by the State Government / seed supplying agencies
3. Distribution of the seeds to the farmers free of cost or at subsidized rates
4. Support for land leveling, irrigation, etc.

### **7.3.4 Component (IV) - Fodder seed production / procurement and distribution**

7.3.4.1 This component provides for multiplication of seeds of high yielding fodder varieties. The following activities are proposed under this component:

1. Seed and planting material production at farmer's field, by seed supplying agencies, cooperatives etc., under a buy back arrangement with the State Government / seed supplying agencies
2. Seed storage /processing
3. Buy back of the seed by the State Government / seed supplying agencies
4. Distribution of the seeds to the farmers free of cost or at subsidized rates

7.3.4.2 Brief guidelines and proforma for submitting the proposal under this component are placed at **Annexure-C-III& C-III(A)**,

### **7.3.5 Component (V) - Conservation of fodder through post-harvest technologies**

7.3.5.1 This component includes the following activities:

1. Value Addition - Making of Hay/Silage
2. Infrastructure development to store hay/silage at village level.
3. Establishment of Fodder banks at Panchayat / block / Primary Milk Cooperative level
4. Conservation technology adoption at individual/ Panchayat / Primary Milk Cooperative level
5. Demonstration of value added forage produce at block level.
6. Post harvest technologies for Landless, Marginal & small farmers and Intensive dairy production
7. Financial support for post harvest operations, like providing chaff cutters to the farmers, establishment of fodder densification units, feed enrichment units, and area-specific mineral mixture units, etc.

7.3.5.2 Following sub components are included for above activities:

- (i) Distribution of hand driven chaff cutters
- (ii) Distribution of power driven chaff cutters
- (iii) Establishment of high capacity Fodder Block Making units



- (iv) Distribution of low capacity, tractor mountable Fodder Block Making units/ Hey Baling Machine/ Reaper/Forage Harvester
  - (v) Establishment of Silage making units
  - (vi) Establishment of Bypass protein/ fat making units
  - (vii) Establishment of area specific mineral mixture / feed processing units
  - (viii) Establishment / modernisation of Feed testing laboratories
- 7.3.5.3 Brief guidelines and proforma for submitting the proposals under above sub-components are placed from **Annexure-C-IV(i) to Annexure-C-IV(viii)(A)**

### **7.3.6 Component (VI) - Regional Fodder Stations**

7.3.6.1 This component provides for the administrative expenses for the 8 Regional Fodder Stations (subordinate offices of this Department), building these institutions, and strengthening their manpower and infrastructure in the process.

### **7.3.7 Component (VII) - Strengthening of research**

7.3.7.1 Activities under this component will be taken up by the ICAR. Research in Fodder development will include the following:

1. Germplasm conservation, collection and evaluation with special reference to climate change
2. Varietal improvement with high biomass, high nutritional parameters, biotic and abiotic stress tolerance,
3. Cropping systems for rain fed and irrigated systems
4. Silvi-horti pasture systems
5. Grassland / rangeland management and improvement
6. Animal nutrition and metabolism aspects
7. Rumen manipulation and developing feeding regime to reduce methane emission
8. Forage farm machinery and post harvest technologies
9. Enhancing seed production and protection
10. Any innovation useful for improving animal nutrition

### **7.3.8 Component (VIII) - Training and Human Resource Development**

7.3.8.1 This component provides for capacity building of all stakeholders in fodder and feed development. This will include:

1. Training to trainers
2. Training to farmers
3. Training to researchers / academicians / officials

Brief guidelines for submitting the proposals under above sub- component is placed from **Annexure-C-V**.

### **7.3.9 Component (IX) - Institutional strengthening and support**

7.3.9.1 Apart from meeting administrative support, this component aims at the following interventions:-

1. To establish Public Private Partnership for efficient marketing,
2. To establish linkages with DoAC, MoEF, NDDB, SFCI, AHD and Private Agencies, etc,
3. Organising workshops, conferences of the stakeholders, including farmers,
4. Preparing and disseminating material for generating awareness amongst the farmers and other stakeholders,
5. Organising trainings other than those provided under the specific components,
6. Monitoring, evaluation of the scheme, and undertaking impact studies,
7. Providing funds for innovations, and software / database development.

## **7.4 SUB-MISSION ON SKILL DEVELOPMENT, TECHNOLOGY TRANSFER AND EXTENSION**

### **7.4.1 Component (I) - IEC Support for Livestock Extension**

7.4.1.1 In knowledge-driven development, there is need for providing extension education keeping in view the diverse needs of the livestock owners not only on production procedures, but also the knowledge about the whole range of livestock-business, production systems, research institutions, programmes and schemes of the development departments, quality certification and reporting procedures, grading, packaging, storage, transportation and other requirements of both domestic and export markets, including interfaces at different levels with unlimited partners. The development of Information Communication Technology (ICT) and Telecommunication Network have paved the way for creation of information network, knowledge pool and services which can be intensively used for the purpose.

The following Components will be under taken to implement this Sub-Mission:

1. Component (I) – IEC Support for Livestock Extension
2. Component (II) - Training and capacity Building
3. Component (III)-Livestock Farmers Groups/Breeder's Association
4. Component (IV)- Organization of Livestock Mela / Show
5. Component (V) – Regional Livestock fair
6. Component (VI)-Operationalisation of Farmers Field Schools.
7. Component (VII)- Exposure Visit for livestock Extension facilitators
8. Component (VIII)- Exposure Visit of farmer
9. Component (IX) – Staff component of livestock Extension.

7.4.1.2 Brief guidelines and proforma for submitting the proposals under above sub-components are placed from **Annexure-D-I** to **D-IX**.

**Sub-mission: Livestock Development****Component I: Entrepreneurship Development and Employment Generation (EDEG)**

1.	Name of the Sub-Components	<ul style="list-style-type: none"> <li>a. Poultry Venture Capital Fund (PVCF-EDEG)</li> <li>b. Integrated Development of Small Ruminants and Rabbits (IDSRR-EDEG)</li> <li>c. Pig Development (PigD-EDEG)</li> <li>d. Salvaging of Male Buffalo Calves (SMBC-EDEG)</li> </ul>
2.	Objectives	<ul style="list-style-type: none"> <li>a. Poultry Venture Capital Fund (PVCF-EDEG) <ul style="list-style-type: none"> <li>i. To encourage entrepreneurship in various poultry activities and provide capacity building for employment opportunities</li> <li>ii. To improve production of poultry products and productivity of processing units through technology upgradation and also encourage introduction of innovative technology.</li> <li>iii. To encourage rearing of other poultry species like quails, ducks, and turkeys etc. which have good potential.</li> </ul> </li> <li>b. Integrated Development of Small Ruminants and Rabbits (IDSRR-EDEG) <ul style="list-style-type: none"> <li>i. Development of Sheep for Wool and Mutton</li> <li>ii. Development of Goat for Meat and Milk</li> <li>iii. Assistance for Establishment of Goat Farms in Government Sector, NGO and Private</li> <li>iv. Assistance for Establishment of Rabbit Breeding Farms for Wool.</li> <li>v. Assistance for Training in Sheep, Goat and Rabbit Production</li> </ul> </li> <li>c. Pig Development (Pig Development-EDEG) <ul style="list-style-type: none"> <li>i. Encourage commercial rearing of pigs by adopting scientific methods and creation of infrastructure</li> <li>ii. Production and supply of improved germ plasm</li> <li>iii. Organizing stakeholders to popularize scientific practices</li> <li>iv. Create supply chain for pork industry</li> <li>v. Encourage value addition for better income.</li> </ul> </li> <li>d. Salvaging of Male Buffalo Calves (SMBC-EDEG); <ul style="list-style-type: none"> <li>i. Salvage and rear male buffalo calves to enhance survival rate,</li> <li>ii. Increase availability of buffalo meat for export and domestic markets,</li> <li>iii. Enlarge raw material base for leather industry,</li> <li>iv. Improve availability of by-products such as meat-cum-bone meal, tallow, hides, bio-fertilizer, brushes, combs and buttons, etc.,</li> <li>v. Improve India's foreign exchange earning through export of buffalo meat and leather products,</li> </ul> </li> </ul>

		<p>vi. Create avenues of economic gain from genetic material which otherwise go waste by linking livestock farmers and meat / leather industry, and</p> <p>vii. Enhance employment opportunities in rural areas.</p>
3.	Salient Features	<p>The project is designed mainly for entrepreneurship development and technology infusion wherein a basket of activities which are bankable are placed from which farmers, individual entrepreneurs, NGOs, companies, cooperatives, groups of unorganised and organized sector which include Self Help Groups (SHGs), Joint Liability Groups (JLGs) etc. can choose from. The eligible activities, proportion of subsidy in relation to project cost and indicative cost norms are given, as a general guideline at <b>Annexure-A. I(C)</b> for various areas and various categories of beneficiaries, unless otherwise mentioned.</p> <p>State Government may scout for potential beneficiaries and facilitate with banks and enable processing of application/ proposal. The entrepreneurs shall apply to their banks for sanction of the project. The bank shall appraise the project as per their norms and if found eligible, sanction the total outlay excluding the margin, as the bank loan. The loan amount is then disbursed in suitable instalments depending on the progress of the unit. After the disbursement of first instalment of the loan, the bank shall apply to the concerned Regional Office of NABARD for sanction and release of total eligible subsidy.</p>
4.	Beneficiaries	Farmers, individual entrepreneurs, NGOs, Companies, Cooperatives, Groups of organized and unorganized sector which include Self-Help Groups (SHGs) and Joint Liability Groups (JLGs).
5.	Pattern of financial assistance	Central assistance, as provided under <b>Annexure-E</b>
6.	Implementing agencies	State Government; fund channelizing through NABARD.



**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Entrepreneurship Development and Employment Generation (EDEG)”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered
d.	Financial Pattern of Assistance proposed
e.	Cost
f.	Duration a) Commencement (Year) b) Exp. Date of Completion
g.	Whether proposal is in accordance with the Mission guidelines?
h.	Whether amount sought is against proposals recommended by SLSMC and major objectives outlined
i.	Whether forward and backward linkages of the proposals sanctioned have been tied up i.e. viability ensured.
j.	For technology up gradation/ innovation, modernization projects, basic information on the technology /practice to be introduced should be furnished along with the benefits that would accrue to the farmers.
k.	Whether issues of veterinary health cover of the flocks/stocks including vaccination for diseases and basic biosecurity concerns addressed
l.	Review of implementation status of earlier projects of similar nature funded under RKVY or other Government schemes, if implemented, should be included.
m.	Are the Environmental and Disaster Management norms of the State complied with?
n.	Whether UCs of funds released earlier submitted sanction-wise?
o.	Whether audited UCs of funds given in previous years furnished?
p.	No. of SLSMC/ SLEC meetings held/ major decisions taken
q.	Expected Output / per Unit / per beneficiaries
r.	Physical Progress with respect to number of units, type of units, SC/ST/Women/ differently-abled beneficiaries etc. furnished State-wise, year-wise
s.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project. In case of certain livelihood programs, the benefits accrued by beneficiaries, social development etc.
t.	Growth Impact
u.	Any other relevant information related to the proposal:
v.	Name and signature of the Head of the implementing agency/ Fund channelizing agency
w.	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Livestock Development****Indicative subsidy ceilings under the component of 'Entrepreneurship Development and Employment Generation' (EDEG)**

<b>Sub-component - Poultry Venture Capital Fund (PVCF)-EDEG</b>		
<b>S.N.</b>	<b>Component</b>	<b>Ceiling of Subsidy</b>
i	Breeding Farms for Birds of alternate species like turkey, ducks, Japanese quails, guinea fowl and geese	At 25% level subsidy- subsidy ceiling Rs. 7.50 lakh Varies depending on the species and unit size.
ii	Central Grower Units (CGU) – upto 16000 layer chicks per batch.	At 25% level subsidy- subsidy ceiling Rs. 10 lakh for a unit of 16000 layer chicks per batch (three batches a year) - Varies with size.
iii	Hybrid Layer (chicken) Units – upto 20000 layers	At 25% level subsidy- subsidy ceiling Rs. 2 lakh for 2000 layer unit - Varies with the size.
iv	Hybrid Broiler (chicken) Units – upto 20000 birds. Can be weekly, fortnightly, monthly, all-in all-out batches. Bird strength at any point of time should not exceed 20000 birds	At 25% level subsidy- subsidy ceiling Rs. 0.56 lakh for a batch of 1000 broilers - Varies with unit size
v	Rearing of Poultry like low-input technology variety of chicken and other alternative species like turkey, ducks, Japanese quails, guinea fowl and geese.	At 25% level subsidy- subsidy ceiling Rs. 5 lakh Varies with the species and unit size
vi	Feed Mixing units (FMU) - 1.0 ton per hour Disease Investigation Lab (DIL)	At 25% level subsidy- subsidy ceiling Rs. 4 lakh
vii	Transport Vehicles – open cage	At 25% level subsidy- subsidy ceiling Rs. 2 lakh
viii	Transport Vehicles – Refrigerated	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
ix	Retail outlets – Dressing units	At 25% level subsidy- subsidy ceiling Rs. 2.50 lakh
x	Retail outlets – marketing units	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
xi	Mobile marketing units	At 25% level subsidy- subsidy ceiling Rs. 2.5 lakh
xii	Cold storage for poultry products	At 25% level subsidy- subsidy ceiling Rs. 5 lakh
xiii	Egg / Broiler Carts	At 25% level subsidy- subsidy ceiling Rs. 3750/-
xiv	Large Processing Units 2000-4000 birds per hour	At 25% level subsidy- subsidy ceiling Rs. 125 lakh
xv	Emu Processing units	At 25% level subsidy- subsidy ceiling Rs. 250 lakh
xvi	Feather Processing Units/ litter management	Varies with unit size. The subsidy ceiling is Rs. 125 lakh.
xvii	Technology upgradation/ innovations including waste disposal/ incinerators, mini-hatchers, egg vending machines etc.	Varies with the component. The subsidy ceiling is Rs. 125 lakh. For new/ innovative projects EC may decide the subsidy/ value cap depending upon the scope and importance of the project.

<b>Sub-component - Integrated Development of Small Ruminants and Rabbits (IDSRR)-EDEG</b>		
i	Commercial Units of 10 ewe / does+ 1 ram / buck	At 25% level subsidy- subsidy ceiling Rs. 12,500/-
ii	Breeding farms with 100 ewe / does + 5 ram / bucks	At 25% level subsidy- subsidy ceiling Rs. 2,50,000/-
iii	Commercial rabbit -Angora units	At 25% level subsidy- subsidy ceiling Rs. 75,000/-
iv	Rabbit - Angora breeding Farms	Varies with unit size
<b>Sub-component - Pig Development-EDEG</b>		
i	Commercial rearing units (3 sows + 1 Boar)	At 25% level subsidy- subsidy ceiling Rs. 25,000/-
ii	Pig Breeding Farms (20 sows + 4 Boars)	At 25% level subsidy- subsidy ceiling Rs. 2,00,000/-
iii	Retail Pork Outlets with facility for chilling	At 25% level subsidy- subsidy ceiling Rs. 3,00,000/-
<b>Sub-component - Salvaging of Male Buffalo Calves-EDEG</b>		
i	<b>Mini Units:</b> Rearing of male Buffalo calves upto 25 calves.	At 25% level subsidy - subsidy ceiling Rs. 6,250/- per calf. It would be implemented by the State Governments and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
ii	<b>Commercial Units:</b> Rearing of male Buffalo calves, more than 25 calves upto 200 calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 1,50,000/- per 25 calves (at the rate of Rs.6,000/- per calf). It would be implemented by the State Governments and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
iii	<b>Industrial Rearing Units:</b> more than 200 calves upto 2000 Buffalo calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 6,25,000/- per 200 calves (at the rate of Rs.3,125/- per calf). It would be implemented by the APEDA and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.

**Note:**

- The ceiling on subsidy in general is at the rate of 25%. Pro-rata variable subsidy depending on category of beneficiary and location of the project will be applicable. The unit cost assumed for calculation of ceiling of subsidy is indicative only and SLSMC can revise or modify as per the prevailing market price in the area.
- Rearing of male buffalo calves for a minimum period of 24 months.
- All units under 'Entrepreneurship Development and Employment Generation', include provisions for feed and fodder, silage making, biosecurity and healthcare, insurance and other project activities etc.

- (d) An entrepreneur may avail more than one unit (maximum 4 units) of Commercial Unit of 10 ewe / does+ 1 ram / buck and; Commercial rearing units (3 sows + 1 Boar).
- (e) No multiple unit will be allowed for other activities under the Component- EDEG.

**Proportion of Subsidy for various areas and various categories of beneficiaries**

## (i) NORMAL AREAS:

Category	Back ended subsidy	Credit	Beneficiary Share /Margin Money
BPL / SC / ST	33.33%	56.67%	10%
APL	25%	65%	10%

## (ii) NORTH EAST REGION / HILL AREAS / LWE AFFECTED DISTRICTS

Category	Back ended subsidy	Credit	Beneficiary Share /Margin Money
BPL / SC / ST	50%	40%	10%
APL	35%	55%	10%

## (iii) DIFFICULT AREAS

Category	Back ended Subsidy	Credit	Beneficiary Share
BPL / SC / ST	60%	30%	10%
APL	45%	45%	10%

Abbreviations : BPL: Below Poverty Line, SC / ST: Schedule Caste / Schedule Tribe

APL: Above Poverty Line

Types of Areas:

NORMAL AREAS: All areas which do not fall under the subsequent categories.

NORTH EAST REGION: Seven NE States and Sikkim.

HILL AREAS: Designated Hill Areas indicated below :

State	Districts	State	Districts
Assam	1. North Cachar 2. Karbi Anglong	West Bengal	1. Darjeeling
Uttarakhand	1. Dehradun 2. Pauri Garhwal 3. Tehri Garhwal 4. Chamoli 5. Uttarkashi 6. Nainital 7. Almora 8. Pithoragarh	Himachal Pradesh	1. Chamba 2. Kinnaur 3. Kullu 4. Lahauland Spiti 5. Shimla 6. Kangra
Jammu & Kashmir	Kathua Udhampur Doda Baramulla	Tamil Nadu	1. Nilgiris
Mizoram	Chimpuipui Lunglei Town in Lunglei District		



Notified Left Wing Extremist Affected Districts (83 Nos.).

State	Districts	State	Districts
Andhra Pradesh	1. Anantapur 2. Adilabad 3. East Godavari 4. Guntur 5. Karimnagar 6. Khammam 7. Kurnool 8. Medak 9. Mehboobnagar 10. Nalgonda 11. Prakasam 12. Srikakulam 13. Visakhapatnam 14. Vizianagaram 15. Warangal 16. Nizamabad	Bihar	1. Arwal 2. Aurangabad 3. Bhojpur 4. East Champaran 5. Gaya 6. Jamui 7. Jehanabad 8. Kaimur 9. Munger 10. Nalanda 11. Nawada 12. Patna 13. Rohtas 14. Sitamarhi 15. West Champaran
Uttar Pradesh	1. Chandauli 2. Mirzapur 3. Sonbhadra	West Bengal	1. Bankura 2. Midnapore 3. Purulia
Maharashtra	1. Chandrapur 2. Gadchiroli 3. Gondia	Madhya Pradesh	1. Balaghat
Chhattisgarh	1. Bastar 2. Bijapur 3. Dantewada 4. Jashpur 5. Kanker	Chhattisgarh	1. Korea- Baikunthpur 2. Narayanpur 3. Rajnandgaon 4. Sarguja

DIFFICULT AREAS: Notified Difficult Areas like Leh, Ladakh, Kargil areas, areas above 11,000 ft. height from mean sea level as well as difficult islands.

## Sub-mission: Livestock Development

## Component II: Modernisation and Development of Breeding Infrastructure

1.	Name of the sub-Components	<ul style="list-style-type: none"> <li>i. Central Government farms</li> <li>ii. State / University farms as showcase farms</li> <li>iii. Strengthening of existing Breeding infrastructure of State / University farms</li> </ul>
2.	Objectives	<p><b>I. Central Government farms</b></p> <p><b>a. Central Poultry Development Organizations including Central Poultry Performance Testing Centre</b></p> <ul style="list-style-type: none"> <li>i. To evolve and develop quality poultry chicks, ducklings both parent stock and commercial stock, both egg type and meat type by taking up breeding programs on various strains maintained.</li> <li>ii. To intensify training of family poultry producers and also impart poultry training at Central Poultry Development Organization and Training Institute at Hessarghatta, Bengaluru in various areas of poultry production mostly for in-service candidates and other institutional candidates including foreign candidates mostly from the developing countries.</li> <li>iii. To evaluate quality of the poultry feed ingredients and other animal feed as part of quality control activities.</li> <li>iv. To diversify activities by introduction of new species such as duck, Japanese quail, guinea fowl &amp; turkey—etc. for future development and expansion.</li> <li>v. To conduct layer and broiler tests to evaluate the economical status of the various stocks developed/available in the country in private and public sector.</li> <li>vi. To assist States/ U.Ts in their poultry development programs.</li> </ul> <p><b>b. Central Sheep Breeding Farm, Hisar</b></p> <ul style="list-style-type: none"> <li>1. Under DAHDF, for supply of breeding Rams to State Government Farms, private breeder and NGOs</li> <li>2. For supply of breeding bucks to State Government Farms, private breeder and NGOs</li> <li>3. For Training in Sheep rearing</li> <li>4. For training in machine shearing of sheep</li> </ul> <p><b>II. State / University farms: Showcase farms</b></p> <ul style="list-style-type: none"> <li>i. So far as infusion of technology is concerned, there is a gulf of difference between commercial breeding farms in the private sector and the breeding farms in the public sector particularly in case of poultry and pigs.</li> <li>ii. In order to bridge this gap, 4-6 farms for each species will be selected for developing into state-of-the-art farms (model farms) with infusion of high- end technology and automation with focus on biosecurity and maintenance of disease free stock.</li> </ul>

		<p><b>III. Strengthening of existing Breeding infrastructure of State / University farms</b></p> <p>The objective is to enable the flow of suitable germplasm from the research Institutions / laboratories to the grassroots level alongwith other technical services through:</p> <ul style="list-style-type: none"> <li>i. Capacity building of State Poultry Farms; Modernization of farm - automation, modern farm equipment, high-end technology infusion etc.</li> <li>ii. Developing and implementing package of practices at the ground level for different types of poultry system including family poultry system for supplementary income generation and family nutrition.</li> <li>iii. Poultry production in a clustered manner through a scientific approach.</li> </ul>
3.	Salient Features	<ul style="list-style-type: none"> <li>i. The Central Organisations will prepare an infrastructure development plan on the basis of which case to case approval and expenditure sanction will be provided by the Department.</li> <li>ii. The States may be required to make a thorough assessment of all farms / breeding infrastructure with respect to their potential and performance, and select the farms with high potential. These farms picked up for strengthening will also be mandated to train State officials/ entrepreneurs/farmers.</li> <li>iii. It may also be stated that for State farms, except showcase farms, civil work may be kept to minimal and no funds may be allotted for new major construction, routine maintenance and patchworks etc. However, incidental civil work for installation of machinery and equipment, 10% of the funds may be allocated. Further, if felt necessary or urgent, works involved with automation, modernization and biosecurity may be recommended by SLEC. There also should be application disaster management technologies in all infrastructure projects.</li> <li>iv. One time operational/ Revolving Fund (maximum Rs. 15 lakh) may be provided to these farms for smooth operations maintenance to ensure long term sustainability.</li> <li>v. For breeding improved varieties of animals across these species, assisted reproduction technologies (ARTs) as applicable will be propagated.</li> </ul>
4.	Pattern of financial assistance	Central assistance, as provided under Annexure-E. In case of Government of India farms, the same pattern of funding as was done in the erstwhile Central Sector Scheme for subordinate/ attached offices in Plan and Non Plan heads would continue.
5.	Implementing agencies	Central Government, State Government/ UTs, State Universities (through State Government / UT Administration). There may not be any objection if State Government, in turn engages and implements through NGOs or private agencies/ bodies

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Modernisation and Development of Breeding Infrastructure”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered
d.	Financial Pattern of Assistance proposed
e.	Cost (In Crore)
f.	Duration a) Commencement (Year) b) Exp. Date of Completion
g.	Whether proposal is in accordance with the Mission guidelines?
h.	Whether the proposal recommended by SLEC and major objectives outlined
i.	State Poultry Profile: Points below may be given as relevant to the project and basic idea is to identify the gaps and how the project envisages filling the gap
j.	Value addition /realization on account of the project and the physical infrastructure proposed e.g. landing centers/markets/cold chain etc. (cost estimate contained in the proposal should be based on the approved Schedule of Rates (SoR). In case of non-availability of approved SoR, the cost estimate should be formulated based on the prevailing market rates and in such cases; the reasonability of the rates adopted should be certified by the competent authority of the State/UT). The item-wise financial details may be included.
k.	Whether forward and backward linkages have been tied up e.g. availability of seed/feed/markets etc.
l.	For technology up gradation/ modernization projects, basic information on the technology /practice to be introduced should be furnished along with the benefits that would accrue.

m.	Whether issues of breeding, nutrition, management, veterinary health cover of the flocks/ birds including vaccination for diseases and basic biosecurity concerns addressed
n.	Whether training of the beneficiary farmers and marketing of the product have been addressed in the project
o.	Adoption of improved practices like application of area specific feed resources and hygienic/ biosecure shelters by dovetailing funding available under other ongoing schemes like NREGA need to be specified in the project.
p.	The project proposal should clarify whether financial /skilled human/other resources are available for operation /maintenance /continuation of the project.
q.	Review of implementation status of earlier projects of similar nature funded under RKVY or other Government schemes should be included.
r.	Are the Environmental, Pollution and Disaster Management norms of the State/ Country complied with?
s.	Whether UCs of funds released earlier submitted?
t.	Whether audited UCs of funds given in previous years furnished?
u.	Expected Output / per Unit / per beneficiaries
v.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
w.	Growth Impact
x.	Any other relevant information related to the proposal:
y.	Name and signature of the Head of the implementing agency:
z.	Name and signature of the Head of the Animal Husbandry Department:



## Sub-mission: Livestock Development

## Component III: Interventions towards productivity enhancement

1.	Name of the sub-Components	<ul style="list-style-type: none"> <li>i. Rural Backyard Poultry Development</li> <li>ii. Interventions in the breeding tract of high fecundity breeds</li> <li>iii. Research studies and linkages with professional bodies</li> <li>iv. Propagation of Artificial Insemination Biotechnology centres for fecundity breeds</li> <li>v. Training and orientation of functionaries</li> <li>vi. Ram / Buck / Boar shows</li> <li>vii. Community led breed improvement programmes</li> <li>viii. Cluster based mass de-worming / health cover programmes</li> <li>ix. Innovative projects</li> </ul>
2.	Objectives	<p><b>Rural Backyard Poultry Development: Rural Backyard Poultry Development</b></p> <p>The 'Rural Backyard Poultry Development' component is envisaged to cover beneficiaries from BPL families to enable them to gain supplementary income and nutritional support. The SHGs/ NGOs, entrepreneurs may take up mother unit activity which will procure the day old chicks either from the State Poultry Farms or from the private hatchery and will rear the birds upto 4 weeks of age. This scheme component aims at supporting BPL beneficiary families with tapering assistance, wherein 4-week old chicks, suitable for rearing in the backyard, reared at the 'mother units' are further distributed to them in batches. Further, provision is there to raise the birds in a bio-secure manner for night-shelter etc.</p> <p>Interventions in the breeding tract of high fecundity breeds</p> <ul style="list-style-type: none"> <li>(i) Interventions in the breeding tracts of high fecundity breeds;</li> <li>(ii) Sponsoring need based research / studies and linkages with professional bodies;</li> <li>(iii) Propagation of Artificial Insemination (AI);</li> <li>(iv) Biotechnology centres for fecundity breeds;</li> <li>(v) Community led breed improvement programmes;</li> <li>(vi) Innovative projects</li> </ul> <p>Research studies and linkages with professional bodies</p> <p>Propagation of Artificial Insemination Biotechnology centres for fecundity breeds</p> <p>During the XII Plan propagation of Artificial Insemination in small ruminants will be given special focus by establishment of semen banks/collection centres. In addition, organizing camps for mass de-worming / vaccination, supply of area specific mineral mixtures, etc., will also be allowed under the programme.</p>

		Training and orientation of functionaries
		Ram / Buck / Boar show
		Community led breed improvement programmes
		Cluster based mass de-worming / health cover programmes
		Innovative projects
3.	Salient Features	<p><b>Rural Backyard Poultry Development</b> This component will cover beneficiaries from BPL families. Chicks reared upto the age where they can survive at the farmers' backyard may be distributed in 2 or 3 batches to the beneficiaries. The cost ceiling for each chick will be Rs.50/-. The ceiling for number of birds to be distributed would be Forty Five.</p> <p>The beneficiary will also be provided with a lump sum ceiling amount of Rs.1500/- towards cages, night shelter, feeders, etc. In both instances, a Central share as indicated in the Administrative Approval for the prevailing year shall be followed.</p> <p>Mother units for raising day old chicks upto the marketable age of 4 weeks may also be established. Establishment of mother units will be allowed at State Poultry establishments as well as beneficiary level with Central assistance of maximum Rs. 60,000/- per unit.</p> <p>In case if mother unit is established at already assisted State Poultry farm under erstwhile schemes, Central assistance will not be provided.</p> <p>Operational credit-cum-subsidy for mother units may be availed under Central Grower Unit component of Poultry Venture Capital Fund (EDEG).</p> <p>Only low input technology birds listed in Annexure F will be propagated under this component. The firms listed in the table have to send feedback by end of December 2016, and subsequently every 2 years, if the programme continues, on the field performance reports, roles played, success stories and constraints faced in field if any; otherwise the variety may be excluded from the list without prior notice.</p>
		Interventions in the breeding tract of high fecundity breeds
		Research studies and linkages with professional bodies
		Propagation of Artificial Insemination Biotechnology centres for fecundity breeds
		Training and orientation of functionaries
		Ram / Buck / Boar shows
		Community led breed improvement programmes – Purchase and Distribution of superior Rams/Bucks for breed improvement and productivity enhancement State Government shall submit proposal for

		<p>purchase and distribution of Rams/Bucks as per guidelines of NLM. The State Department while preparing the proposal will decide the number and name of the districts of the State concerned where the project will be implemented, with justification for the number of bucks to be distributed in those districts.</p> <p>The Rams and Bucks will be the property of the State Government and would be circulated to village of another tehsil/ District after breeding for one year.</p> <p><u>Selection of Breeds and price</u></p> <p>All these are based on good record keeping and as per the following criteria: -</p> <ol style="list-style-type: none"> <li>1. As per the State Government Breeding Policy of Small Ruminants, if any.</li> <li>2. If it is a native breed tract, then only the native breed should be selected.</li> <li>3. The Breed should be in the registered list of Breeds as on date with the National Bureau of Animal Genetic Resources (NBAGR) and list is available on the web site of the NBAGR.</li> <li>4. To the extent feasible, only purebred Rams and Bucks should be selected for breeding.</li> <li>5. The proposed procurement price of the Ram and Bucks should be based on the prevailing market rates. The price of the Ram and Bucks available on the Website of CSWRI Avikanagar CIRG, Makhdoom and CSBF, Hissar should be consulted as a reference.</li> </ol> <p><u>Selection Committee</u></p> <p>The Selection Committee for selection of Bucks and rams would consist of at least three members, including:</p> <ol style="list-style-type: none"> <li>1. District level Veterinary Officer,</li> <li>2. Sarpanch or Gram Panchayat Representative,</li> <li>3. Representative of the Breeders society , if available,</li> <li>4. Representative of the active NGO relating to Small Ruminant Development working in that area,</li> <li>5. Block level Veterinary Officer.</li> </ol> <p><u>Criteria for selection of ram/buck:</u></p> <p>A good ram/buck meets the following criteria:</p> <ol style="list-style-type: none"> <li>1. Animal should be healthy, have sound feet, interested in the surrounding does/ewes, with no obvious abnormalities.</li> <li>2. Wide chest, straight body and strong masculine head and neck.</li> <li>3. Strong limbs with no limb deformities especially of hind limbs.</li> <li>4. Heavy muscles over the loins, hips and upper fore-legs.</li> <li>5. Two well-developed testes.</li> <li>6. Testicles should be seen easily from the back.</li> </ol>
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		<p>7. Testicles not hard neither too soft to touch.</p> <p>8. No wounds or scars on scrotum.</p> <p>9. Must look fierce or aggressive, and show libido (willingness to mount).</p> <p>10. Should data like individual data, lifetime information data, pedigree information (parents&amp; grandparents), progeny/ off-spring performance, performance of relatives, etc. be available, these are also to be taken into consideration as criteria for selection.</p> <p><u>Insurance</u></p> <p>All bucks and rams would be insured under Livestock Insurance Scheme of the NLM. The Rams/Bucks would be insured in the name of and by the State Animal Husbandry Department.</p> <p><u>Feeding &amp; Maintenance of Rams and Bucks</u></p> <p>The concerned Gram Panchayat will give responsibility of Rams and Buck to Breeders Society/ SHG/ Community Animal Health Workers (priority should be given to Women's SHG or PashuSakhî) and be responsible for drawing up the terms of services, including setting of natural service charges to meet out management and feeding of Ram and Buck.</p> <p>An agreement/MOU would be signed between the Panchayat/SHG/Breeders' Society and the State Government stating that the animal is given to the concerned Panchayat/SHG/Breeders' Society for its up keep and judicious use for breeding purposes, up gradation of breed and/or improvement in productivity of the native herds in the village.</p> <p>The agreement /MOU should specify the terms and conditions for the upkeep and management of the buck/ram as decided by the Gram Panchayat and also clearly mention that the bucks should be exchanged among the villages on an annual basis; the exchange would be coordinated by the Block Level Veterinary Officer.</p> <p><u>Vaccination and Deworming</u></p> <p>The vaccination and Deworming of the rams and bucks would initially be done by the State Government Veterinarian or an authorized representative. Subsequently it would be the responsibility of the buck-keeper to ensure that all preventive measures are taken timely, with assistance of the local State Veterinary hospital/dispensary.</p> <p><u>Exchange of Buck/Ram every year between the villages and District and culling</u></p> <p>The Ram/Bucks would be exchanged every year and would be transferred to village of another Tehsil/ District to avoid inbreeding. The Rams and bucks would be culled after 5 year or/exhausting the reproductive life of the animals sale procees would go to the State Animal Husbandry Department for replacement of breeding bucks/rams.The Buck exchange programme would be coordinated by</p>
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		the Block Level Veterinary Officer.
		Cluster based mass de-worming / health cover programmes
4.	Pattern of financial assistance	Central assistance, as provided under Annexure-E. Further, as stated in General Guidelines, States may decide upon the sharing basis between State Government and beneficiary, if the component involves the latter.
5.	Implementing agencies	Central Government, State Government/ UTs,



**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Interventions towards productivity enhancement”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered
d.	Financial Pattern of Assistance proposed
e.	Cost
f.	Duration a) Commencement (Year) b) Exp. Date of Completion
g.	Whether proposal is in accordance with the Mission guidelines?
h.	Whether the proposal recommended by SLEC and major objectives outlined
i.	STATE LIVESTOCK PROFILE: Points below may be given as relevant to the project and basic idea is to identify the gaps and how the project envisages filling the gap
j.	In case of Rural Backyard Poultry Development: Area of operation, undertaking for ensuring health care, number of BPL beneficiaries to be covered, number of mother units proposed, number of low-input technology birds proposed to be distributed etc.
k.	Whether forward and backward linkages have been tied up e.g. availability of seed/feed/markets etc.
l.	For technology up gradation / modernization projects, basic information on the technology /practice to be introduced should be furnished along with the benefits that would accrue.
m.	Whether issues of breeding, nutrition, management, veterinary health cover of the flocks/ birds including vaccination for diseases and basic biosecurity concerns addressed

n.	Whether training of the beneficiary farmers and marketing of the product have been addressed in the project
o.	Adoption of improved practices like application of area specific feed resources and hygienic/ biosecure shelters by dovetailing funding available under other ongoing schemes like NREGA need to be specified in the project.
p.	The project proposal should clarify whether financial /skilled human/other resources are available for operation /maintenance /continuation of the project.
q.	Review of implementation status of earlier projects of similar nature funded under RKVY or other Government schemes should be included.
r.	Are the Environmental, Pollution and Disaster Management norms of the State/ Country complied with?
s.	Whether UCs of funds released earlier submitted?
t.	Whether audited UCs of funds given in previous years furnished?
u.	Expected Output / per Unit / per beneficiaries
v.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
w.	Growth Impact
x.	Any other relevant information related to the proposal:
y.	Name and signature of the Head of the implementing agency:
z.	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Livestock Development****Component IV: Risk Management**

1.	Name of the sub-Components	<b>Risk Management</b>
2.	Objectives	The objective of the scheme is to management of risk and uncertainties by providing protection mechanism to the farmers against any eventual loss of their animals due to death and to demonstrate the benefit of the insurance of livestock to the people.
3.	Salient Features	<p>The 'Risk Management &amp; Insurance' as component of sub-mission on livestock development of NLM is to be implemented in all the Districts of the Country and, in case if new Districts are carved out of the existing Districts, than the new districts will also be covered. The indigenous / crossbred milch animals, pack animals (Horses, Donkey, Mules, Camels, Ponies and Cattle/Buff. Male) and Other livestock (Goat, Sheep, Pigs, Rabbit, Yak and Mithun) will be under the purview of the 'Risk Management &amp; Insurance'. Benefit of subsidy is to be restricted to 5 animals per beneficiary per household for all animals except sheep, goat, pig and rabbit. In case of sheep, goat, pig and rabbit the benefit of subsidy is to be restricted based on 'Cattle Unit' and one cattle unit is equal to 10 animals' i.e for sheep, goat, pig and rabbit. Therefore the benefit of subsidy to sheep, goat, pig and rabbit is to be restricted to 5 'Cattle Unit' per beneficiary per house hold. If a beneficiary has less than 5 animals / 1 Cattle Unit can also avail the benefit of subsidy.</p> <p>The Risk management and Insurance component envisages the following payments from central funds as Grant's - in -Aid</p> <ul style="list-style-type: none"> <li>(a) Subsidy as per Annexure-E</li> <li>(b) 100% Payments of Honorarium to the Veterinary Practitioners and</li> <li>(c) 100% Publicity</li> </ul> <p>However a beneficiary may insure more than 5 animals by paying the full premium without availing the benefit of subsidy for all animals except sheep, goat, pig and rabbit. Similarly a beneficiary may insure more than 5 'Cattle Unit' by paying the full premium without availing the benefit of subsidy for sheep, goat, pig and rabbit.</p> <p>For this purpose, 'household' will be defined on the same lines as adopted under Mahatma Gandhi National Rural Employment Guarantee Act, 2005, here-in-after referred to as MNREGA for brevity. Efforts should be made to insure the animals for at least three years rather than one year.</p> <p>Special efforts will be made to associate and involve the registered milk societies / unions for insuring the animals belonging to the members of these societies / unions as a group. The insurance companies will also be persuaded to give some further concessions to these societies / unions with respect to rate of premium as the work of their agents will be reduced otherwise.</p>

		<p>In order to get the maximum benefit in terms of competitive premium rates, easier procedures of issue of policy and settlement of claims, Chief Executive Officer will be empowered to decide upon the Insurance company(s) and the terms and conditions. While selecting Insurance Company, besides premium rates offered, their capacity to provide services, terms and conditions and service efficiency on objective criteria should also be taken into account. The CEO will invite quotations in writing from those public and private general insurance companies having a network in the State/UTs or a considerable part of the State/UTs. Only one tender should be floated for the whole State/UTs considering state as a unit. The tender may comprise of 3 or more items defining the type of geographical / LWE area for which separate premium rates may be quoted by the insurance company/agencies. A tender committee would be constituted by the State/UTs Government in which one representative to be nominated by the Joint Secretary, DADF; GoI would be there who is responsible for implementing the 'Risk Management &amp; Insurance' as component of sub-mission on livestock development of NLM in GoI.</p> <p>Under no circumstances, the rate of premium should exceed 3%, 3.5% and 4.0% for annual policies and 7.5%, 9.0% and 10.5% for three-year policies</p> <p>Normally, a single insurance company should be entrusted for insurance work in States/UTs for a particular type of area and if more than one company bids the same premium rate then the area should be divided equally in terms of Revenue Divisions or in absence of Revenue Divisions, region wise.</p> <p>Default in settlement of claim or any types of deficiency in services on part of Insurance Companies should immediately be brought to the notice of the Insurance Regulatory and Development Authority (IRDA) which is a nodal authority in the country in this regard with intimation to the District Monitoring Committee and DADF.</p> <p>The Service Tax, if applicable will be paid by the concerned beneficiary / State/UT Government as per the prevalent Rules.</p> <p>The Post Mortem Report of the deceased animal and examination of the animal while issuing insurance policy is to be carried out by the veterinary practitioners registered with the Veterinary Council of India.</p> <p>In order to generate confidence among the farmers about the efficacy of the 'Risk Management &amp; Insurance' as component of sub-mission on livestock development of NLM, it is important that the policy cover should take effect once the basic formalities like identification of animal, its examination by the veterinary practitioner, assessment of its value and its tagging along with payment of the premium to the insurance company or its agent by the owner are completed. The selected insurance company will have to agree to this. However, it is possible that the selected Insurance Company may demand for whole premium in advance so that the insurance cover can take effect immediately after the owner pays the beneficiary share. In order to take care of this problem, there could be an arrangement by which the admissible percentage of the premium amount of the Central and State Share, of maximum number of animals that generally expected to be insured in a period of three month, is paid in advance to the insurance company by the CEO. The selected insurance company, on its part, should issue instructions to their branches that as and when share of the premium is paid by the owner, they should</p>
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		<p>issue the policy with immediate effect. Target of getting the number of animals insured in one month period for payment of advance to the Insurance Company should be on realistic basis and recouping of the advance fund should be on the basis of subsequent progress made by the concerned Insurance Company.</p> <p>An animal will be insured for its current market price. The market price of the animal to be insured will be assessed jointly by the beneficiary and the insurance company preferably in the presence of the Veterinary officer or the BDO. The minimum value of animal should be assessed by taking Rs.3000 per liter per day yield of milk or as per the price prevailing in the local market (declared by Government) for cow and Rs.4000 per liter per day yield of milk or as prevailing in the local market (declared by Government) for buffalo. The market price of pack animals (Horses, Donkey, Mules, Camels, Ponies and Cattle/Buff. Male) and Other livestock (Goat, Sheep, Pigs, Rabbit, Yak and Mithun) are to be assessed by negotiation jointly by owner of animal and by insurance company in the presence of veterinarians Doctor. In case of dispute the price fixation would be settled by the Gram Panchayat / BDO.</p> <p>The animal insured will have to be properly and uniquely identified at the time of insurance claim. The ear tagging should, therefore, be full proof as far as possible. The traditional method of ear tagging or the recent technology of fixing microchips could be used at the time of taking the policy. The cost of fixing the identification mark will be borne by the Insurance Companies and responsibility of its maintenance will lie on the concerned beneficiaries. The nature and quality of tagging materials will be mutually agreed by the beneficiaries and the Insurance Company. The Veterinary Practitioners may guide the beneficiaries about the need and importance of the tags fixed for settlement of their claim so that they take proper care for maintenance of the tags. The tag already available on animal may be utilized with unique identity number subject to the condition that it is mutually agreed by farmer and agency and there shall not be any dispute in settlement of claims on account of utilization of existing tag. While processing an insurance proposal, one photograph of the animal with the Owner and one photograph of the animal clearly with the EAR TAG visible shall be taken at the time of processing the insurance documentation.</p> <p>In case of sale of the animal or otherwise transfer of animal from one owner to other, before expiry of the Insurance Policy, the authority of beneficiary for the remaining period of policy will have to be transferred to the new owner. The modalities for transfer of livestock policy and fees and sale deed etc required for transfer, should be decided while entering into contract with the insurance company.</p> <p>The method of settlement of claim should be very simple and expeditious to avoid unnecessary hardship to the insured. While entering into contract with the insurance company, the procedure to be adopted / documents needed for settlement of claim should be clearly spelt out. Only four documents would be required by insurance companies for settling the claims viz. intimation with the Insurance Company, Insurance Policy paper, Claim Form and Postmortem Report. All documents/forms for insuring as well as settling the claims should be made available by the insurance agency in local language or in English language. In case the farmers' copy of the Insurance Policy paper is lost then the Insurance Company would immediately issue duplicate Insurance Policy paper. In</p>
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		<p>case of claim becoming due, the payment of insured amount should be made within 15 days positively after submission of requisite documents. If an Insurance company fails to settle the claim within 15 days of submission of documents, the insurance company will be liable to pay, a penalty of 12% compound interest per annum to the beneficiary. While insuring the animal, CEOs must ensure that clear cut procedures are put in place for settlement of claims and the required documents are listed and the same is be made available to concerned beneficiaries along with the policy documents. The beneficiary should get full payment of the sum insured in case of death of animals. In case, there are delays in settling a claim or the claim is rejected, it must be fully justified by the concerned insurance company to the claimant under intimation to District Monitoring Committee and also to SIA. The provisions to these effects must be incorporated in the MOU with the insurance companies.</p> <p>It has been decided to pay an honorarium of Rs 50/- per animal at the stage of insuring the animal and Rs. 125/- per animal at the stage of conducting post-mortem and issuing post-mortem certificate in case of any insurance claim. Central Government will provide the amount needed for payment of honorarium to the SIAs. The CEOs should ensure that payment is made to Veterinary Practitioners at the end of each quarter for the animal's insured and veterinary certificates issued by them in that quarter.</p> <p>It has been felt that the onus of making the 'Risk Management &amp; Insurance' as component of sub-mission on livestock development of NLM more popular lines with the insurance agency. The expenditure on publicity, therefore, needs to be minimized Efforts will be made to evolve Howveredairy cooperative societies, PRI and other agencies that have direct contact with milk producers in different ways; e.g. Gau-Mitras, Panchayati Raj Bodies, etc is to be involved in publicity. For this purpose the CEOs are empowered to provide assistance not exceeding Rs.50,000/- for Provincial Co-operative Dairy Federation (PCDF)/other agencies, not exceeding Rs.15,000/- for District Panchayat / other agencies and Rs.1,500/- for Block Panchayat / other agencies per annum either in cash and in the form of publicity material or a mix of both.</p>
4.	Pattern of financial assistance	Central assistance as per <b>Annexure-E</b>
5.	Implementing agencies	DADF is implementing the Centrally Sponsored 'Risk Management & Insurance' as component of sub-mission on livestock development of NLM is implemented through the SIAs such as State Livestock Development Board/Agency which are also implementing National Project for cattle & buffalo and breeding. In states/UTs where there are no SIAs, the 'Risk Management & Insurance' Scheme will be implemented through the State/UTs Animal Husbandry Departments

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of “RISK MANAGEMENT” & INSURANCE”**

a.	Name of the Implementing agency / Organization / Department:
b.	a) Address:
c.	b) Telephone No. and Fax No.:
d.	c) Email ID of the HOD:
e.	Present status of requirement: a) Fund released as on date: d) Actual Expenditure incurred: b) Balance available: c) Interest accrued on Central Grants:
f.	Premium Rate: a) For One year b) For three year
g.	Honorium
h.	Publicity
i.	Subsidy on premium
j.	Animals Insured: a) For one year b) For three year c) Total
k.	Beneficiaries: a) SC/ST Beneficiaries b) General Beneficiaries c) Total
l.	Claims made
m.	Claim settle
n.	Any other relevant information related to the proposal:
o.	Name and signature of the Head of the implementing agency:
p.	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Livestock Development****Component V: Conservation of Livestock Breeds**

1.	Name of the Component/ Sub-components (if any)	<b>Conservation of Livestock Breeds</b>
2.	Objectives	<p>1. The States will be encouraged to undertake a structured programme of identification and documentation of new breeds.</p> <p>2. The universities will also be involved under this programme so that new varieties proposed to be registered are first studied at the State University level, then at the level of NBAGR before they are finally registered as breeds.</p> <p>3. These activities will be monitored by a State Level Committee on Animal Genetic Resources which will also take stock of population dynamics of the existing breeds whose native tracts lie in the State.</p> <p>4. Annual seminars, workshops, etc. will also be organized to enhance awareness of all stakeholders.</p> <p>5. Establishment of farmers / breeders organizations with the objective of registration of two specimens of the breed and maintenance of breed registry will also be supported under this component.</p>
3.	Salient Features	<p>1. Conservation of Indigenous Threatened breeds of livestock</p> <p>2. A Watch list of the Threatened Breeds</p>
4.	Pattern of financial assistance	As per the NLM Guidelines Under this component, annual grant of Rs.20.00 lakh for nucleus breeding farms involving small animals (sheep, goat, pig and poultry) will be provided and for large animals (horse, camel, yak, etc.) an annual grant of Rs.40.00 lakh will be provided
5.	Implementing agencies	<p>1. State Government</p> <p>2. Livestock Development Corporation</p> <p>3. State Animal and Veterinary Universities</p> <p>4. NGO and Breeding Organizations, Societies</p>

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Conservation of Livestock Breeds”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered
d.	Financial Pattern of Assistance proposed
e.	Cost
f.	Duration a) Commencement (Year) b) Exp. Date of Completion
g.	Whether proposal is in accordance with the Mission guidelines?
h.	Name of the Breed to be Conserved-
i.	Population of the breed in the state and breeding tract
j.	Details of the Previous Proposals
k.	Details of other projects for conservation of breeds
l.	Reasons for conservation of breed and its use
m.	Whether UCs of funds released earlier submitted?
n.	Whether audited UCs of funds given in previous years furnished?
o.	Expected Output / per Unit / per beneficiaries
p.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q.	Growth Impact
r.	Any other relevant information related to the proposal:
s.	Name and signature of the Head of the implementing agency:
t.	Name and signature of the Head of the Animal Husbandry Department:
u.	<b>Detailed Project Report:</b> (i) Details of Registration of Breed with NBAGR (ii) No. of breeding males and females present (iii) No to be conserved (iv) Future population after completion of the project (v) Economic and social importance of the breed (vi) Detailed Techno-economic feasibility report with physical and financial projections

**Sub-mission: Livestock Development****Component VI: Development of Minor Livestock Species**

1.	Name of the Component/ Sub-components (if any)	<b>Development of Minor Livestock Species</b>
2.	Objectives	<p>The XI Plan schemes of the department did not cover development of equines and yaks. It will be responsibility of the State Government to verify the credentials of the NGO before forwarding their proposal.</p> <p>It is proposed to keep a window open for consideration of proposals for development of these species. .</p> <p>Proposals for development of working equines will be received through the State Governments and non-government organizations will be eligible to submit proposals</p>
3.	Salient Features	<ol style="list-style-type: none"> <li>1. Development of Equines and yaks</li> <li>2. Development of donkeys and other minor livestock species</li> </ol>
4.	Pattern of financial assistance	A ceiling of Rs. 75.00 lakh per proposal will be fixed subject to technical feasibility of the proposals and their relevance to development of the minor livestock species not covered under any other programme
5.	Implementing agencies	<ol style="list-style-type: none"> <li>1. State Government</li> <li>2. Livestock Development Corporation</li> <li>3. State Animal and Veterinary Universities</li> <li>4. NGO and Breeding Organizations, Societies</li> </ol>

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Development of Minor Livestock Species”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered
d.	Financial Pattern of Assistance proposed
e.	Cost (In Crore)
f.	Duration a) Commencement (Year) b) Exp. Date of Completion
g.	Whether proposal is in accordance with the Mission guidelines?
h.	Species to be developed
i.	Details of the animals to be developed
j.	Population in the tract
k.	Populations in the state
l.	Reasons for conservation
m.	Whether UCs of funds released earlier submitted?
n.	Whether audited UCs of funds given in previous years furnished?
o.	Expected Output / per Unit / per beneficiaries
p.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q.	Growth Impact
r.	Any other relevant information related to the proposal:
s.	Name and signature of the Head of the implementing agency:
t.	Name and signature of the Head of the Animal Husbandry Department:
u.	(i) Detailed Project Report: (ii)Detailed Techno-economic feasibility report with physical and financial projections



## Sub-mission: Livestock Development

## Component VII: Utilization of Fallen Animals

1.	Name of the Component	Utilization of Fallen Animals
2.	Objectives	<ul style="list-style-type: none"> <li>i. To Prevent bird-hit hazards to civil and defence aircrafts.</li> <li>ii. To Prevent environmental pollution and spread of livestock diseases.</li> <li>iii. To Produce better quality hides and skins through timely recovery, better handling and transport.</li> <li>iv. Mandatory under Prevention and Control of Infectious and Contagious Disease in Animal Act, 2009 to dispose-off the fallen animals/carcasses properly.</li> <li>v. To Provide opportunity of employment to poorest of poor engaged in carcass collection, flaying and by-product processing</li> </ul>
3.	Pattern of financial assistance	Central assistance as one time subsidy, as provided under <b>Annexure-E</b>
4.	Beneficiaries	Municipalities/Local bodies/State Government.
5.	Implementing agencies	Municipalities / Department of Animal Husbandry of the States. States may involve NGOs, SHGs, Co-operatives. However, funds will be released through State Government concerned.

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Utilization of Fallen Animals”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority/ies has/have been obtained:
e	Project Cost (In lakh) recommended by the State a. State share: b. Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Ownership/Lease of land proposed for the project:
i	Location of the project/plant and distance from nearest airport:
j	Distance from nearest Veterinary Hospital:
k	Duration a. Commencement (Year): b. Expected Date of Completion:
l	Whether proposal is in accordance with the NLM guide lines?
m	Whether UCs (in form 19-A) of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Processing capacity of the plant (kg per shift or number of animals per shift of 8 hrs.):
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Previous experience related to the field, if any:
s	Information on raw material availability:
t	Any other relevant information related to the proposal:
u	Name and signature of the Head of the implementing agency:
v	Name and signature of the Head of the Animal Husbandry Department:
w	Detailed Project Report:

## Sub-mission: Livestock Development

## Component VIII: Establishment of Rural Slaughter Houses

1	Name of the Component	Establishment of Rural Slaughter Houses
2	Objectives	<ul style="list-style-type: none"> <li>i. To establish a new system of slaughter of livestock,</li> <li>ii. To establish/modernise slaughter houses, which can be operated by private entrepreneurs in rural and semi-urban areas with population of less than 50,000,</li> <li>iii. To encourage value addition to products in rural areas so that livestock owners get better income with proper utilization of by-products,</li> <li>iv. To ensure hygiene in meat production from slaughter houses to consumers' table by establishing network of cold chains and distribution on commercial basis.</li> </ul>
3	Pattern of financial assistance	Central assistance as one time subsidy, as provided under <b>Annexure-E</b>
4	Beneficiaries	Panchayats/Local bodies/State Government.
5	Implementing agencies	Panchayats /Department of Animal Husbandry of the States. States may involve NGOs, SHGs, Co-operatives, Entrepreneur. However, funds will be released through State Government concerned.

**Sub-mission: Livestock Development****Proforma for submitting proposal under the component of  
“Establishment of Rural Slaughter Houses”**

a.	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b.	Project ID
c.	Name of the Project and component under which project proposal is to be considered:
d.	Whether requisite approval/s of competent authority has/have been obtained:
e.	Project Cost (in Lakh) recommended by the State a. State share b. Central share
f.	Financial Pattern of Assistance proposed:
g.	Details of foreign currency, if any required for the project, :
h.	Ownership of land proposed for the project:
i.	Location of the project/plant:
j.	Distance from the nearest town and population of the town:
k.	Duration a) Commencement (Year): b) Expected Date of Completion:
l.	Whether proposal is in accordance with the NLM guide lines?
m.	Whether UCs of funds released earlier submitted?
n.	Whether audited UCs of funds given in previous years furnished?
o.	Expected number of animals to be slaughtered per day
p.	Proposed capacity (species- wise) per shift of 8 hrs.
q.	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
r.	Lock in period:
s.	Any other relevant information related to the proposal:
t.	Name and signature of the Head of the implementing agency:
u.	Name and signature of the Head of the Animal Husbandry Department:
v.	Detailed Project Report:

## SUB MISSION: PIG DEVELOPMENT IN NER

## Component I: Strengthening of Farms

1	Name of the Component	Strengthening of Farms
2	Objectives	<ol style="list-style-type: none"> <li>1. For production and supply of improved germ plasm</li> <li>2. To encourage commercial rearing of pigs by adopting scientific methods and creation of infrastructure</li> <li>3. To improve production performance of native breed through cross breeding by using selected animals of high performing breeds through artificial insemination and natural services, while preserving local germ plasm in specified areas.</li> </ol>
3	Pattern of financial assistance	Central assistance as one time grant, as provided under <b>Annexure-E</b> .
4	Beneficiaries	State Government.
5	Implementing agencies	Department of Animal Husbandry of the States, Semi Government Organisation, However, funds will be released through State Government concerned.

**SUB MISSION: PIG DEVELOPMENT IN NER****Proforma for submitting proposal under the component of  
“Strengthening of Farms”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority has/have been obtained:
e	Project Cost (In Crore) recommended by the State a State share: b Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Ownership of land proposed for the project:
i	Location of the project/plant:
j	Distance from nearest Veterinary Hospital:
k	Duration c) Commencement (Year): d) Exp. Date of Completion:
l	Whether proposal is in accordance with the Mission guidelines?
m	Whether UCs of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Expected Output / per Unit / per beneficiaries
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Any other relevant information related to the proposal:
s	Name and signature of the Head of the implementing agency:
t	Name and signature of the Head of the Animal Husbandry Department:



## SUB MISSION: PIG DEVELOPMENT IN NER

## Component II: Import of Germplasm

1	Name of the Component	Import of Germplasm
2	Objectives	To assist States for import pig Germplasm/frozen semen/embryo to upgrade and enhance pig production in the country.
3	Pattern of financial assistance	Central assistance as one time grant, as provided under <b>Annexure-E</b>
4	Beneficiaries	State Government.
5	Implementing agencies	Department of Animal Husbandry of the States, Semi Government Organisation

**SUB MISSION: PIG DEVELOPMENT IN NER****Proforma for submitting proposal under the component of  
“Import of Germplasm”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority has/have been obtained:
e	Project Cost (In Crore) recommended by the State a State share: b Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Technical experts available:
i	Location of the project/plant and infrastructure:
j	Training facilities:
k	Duration e) Commencement (Year): f) Exp. Date of Completion:
l	Whether proposal is in accordance with the Mission guidelines?
m	Whether UCs of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Expected Output / per Unit / per beneficiaries
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Any other relevant information related to the proposal:
s	Name and signature of the Head of the implementing agency:
t	Name and signature of the Head of the Animal Husbandry Department:

**SUB MISSION: PIG DEVELOPMENT IN NER****Component III: Support to Breeding Programmes**

<b>1</b>	<b>Name of the Component</b>	<b>Support to Breeding Programmes</b>
2	Objectives	To assist NE States for breeding programmes to be implemented by selected organizations both in Government and Semi-government sector that will provide breeding materials for the multiplication herds either in the Government sector or private entrepreneurs supported under NMPS. Performance of the animals in such breeding programmes will be analysed scientifically for constant improvement in performance and a proper animal identification and performance recording system will be followed.
3	Pattern of financial assistance	Central assistance as one time grant, as provided under <b>Annexure-E</b>
4	Beneficiaries	State Government/Semi-Government Organisations
5	Implementing agencies	Department of Animal Husbandry of the States. States may involve Semi-Government Organisation i.e. SAU, SVU, ICAR, Corporative. However, funds will be released through State Government concerned.

**SUB MISSION: PIG DEVELOPMENT IN NER****Proforma for submitting proposal under the component of  
“Support to Breeding Programmes”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority has/have been obtained:
e	Project Cost (In Crore) recommended by the State a. State share: b. Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Technical experts available:
i	Location of the project/plant and infrastructure:
j	Training facilities:
k	Duration a) Commencement (Year): b) Exp. Date of Completion:
l	Whether proposal is in accordance with the Mission guidelines?
m	Whether UCs of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Expected Output / per Unit / per beneficiaries
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Any other relevant information related to the proposal:
s	Name and signature of the Head of the implementing agency:
t	Name and signature of the Head of the Animal Husbandry Department:

**SUB MISSION: PIG DEVELOPMENT IN NER****Component IV: Propagation of Reproductive Technologies**

<b>1</b>	<b>Name of the Component</b>	<b>Propagation of Reproductive Technologies</b>
2	Objectives	To support NE States for training of functionaries in artificial insemination technology and State Government and other multiplication farms in setting up artificial insemination centres. This component will also support import of embryos and setting up embryo transfer facilities in organizations implementing a scientific breeding programme to supply breeding stock to the multiplication farms.
3	Pattern of financial assistance	Central assistance as one time grant, as provided under <b>Annexure-E</b>
4	Beneficiaries	State Government
5	Implementing agencies	Department of Animal Husbandry of the States. States may involve Semi-Government Organisation i.e. SAU, SVU, ICAR, NGO, Corporative. However, funds will be released through State Government concerned.

**SUB MISSION: PIG DEVELOPMENT IN NER****Proforma for submitting proposal under the component of  
“Propagation of Reproductive Technologies”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority has/have been obtained:
e	Project Cost (In Crore) recommended by the State c. State share: d. Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Technical experts, training facilities available:
i	Location of the project/plant and infrastructure:
j	In case of Semi Government, Cooperatives etc. MoU with the State Government:
k	Duration c) Commencement (Year): d) Exp. Date of Completion:
l	Whether proposal is in accordance with the Mission guidelines?
m	Whether UCs of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Expected Output / per Unit / per beneficiaries
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Any other relevant information related to the proposal:
s	Name and signature of the Head of the implementing agency:
t	Name and signature of the Head of the Animal Husbandry Department:



## SUB MISSION: PIG DEVELOPMENT IN NER

## Component V: Health Cover

1	Name of the Component	Health Cover
2	Objectives	To support NE States for prevention & control of important diseases of pigs like Classical Swine Fever (CSF) and Foot and Mouth Diseases (FMD). Control of parasites of the neonates (Ascaris) will also be covered under the programme.
3	Pattern of financial assistance	Central assistance as one time grant, as provided under <b>Annexure-E</b>
4	Beneficiaries	State Government
5	Implementing agencies	Department of Animal Husbandry of the States. States may involve Semi-Government Organisation i.e. SAU, SVU, ICAR, NGO, Corporative. However, funds will be released through State Government concerned.

**SUB MISSION: PIG DEVELOPMENT IN NER****Proforma for submitting proposal under the component of  
“Health Cover”**

a	Name of the Implementing agency / Organization / Department & details of Nodal Officer:
	i) Address:
	ii) Telephone No. and Fax No.:
	iii) Email ID of the HOD:
b	Project ID
c	Name of the Project and component under which project proposal is to be considered:
d	Whether requisite approval/s of competent authority has/have been obtained:
e	Project Cost (In Crore) recommended by the State a. State share: b. Central share:
f	Financial Pattern of Assistance proposed:
g	Details of foreign currency, if any required for the project, :
h	Technical experts, training facilities available:
i	Location of the project/plant and infrastructure:
j	In case of Semi Government, Cooperatives etc. MoU with the State Government:
k	Duration a. Commencement (Year): b. Exp. Date of Completion:
l	Whether proposal is in accordance with the Mission guidelines?
m	Whether UCs of funds released earlier submitted?
n	Whether audited UCs of funds given in previous years furnished?
o	Expected Output / per Unit / per beneficiaries
p	Expected Outcomes: Likely production /Productivity increase subsequent to the implementation of the project.
q	Locking period:
r	Any other relevant information related to the proposal:
s	Name and signature of the Head of the implementing agency:
t	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Fodder and Feed Development****Component I: Fodder production from Non-forest wasteland /rangeland/ / non-arable land**

1	Name of the Component	Fodder production from Non-forest wasteland / rangeland / grassland / non-arable land
2	Objectives	<p>(i) Rehabilitation of degraded Non-forest wasteland / rangeland / grassland / non-arable land by introducing suitable grass, legumes and fodder trees</p> <p>(ii) Increasing production of palatable grasses / legumes / tree leaves</p> <p>(iii) Production of bio-mass to minimize the gap between availability and requirement of fodder</p> <p>(iv) Creating surplus reserve of forage for use during lean periods / crisis situations</p>
3	Salient Features	<p>The component will enable improvement of degraded Non-forest wasteland / rangeland / grassland/ non-arable land, and enhance the vegetation cover of problematic soils like saline, acidic and heavy soil. Under this programme the specific fodder trees, perennial grasses and legumes will be identified for particular type of soil, so that a vegetation cover may be provided which will not only give additional quantity of fodder but will also improve the fertility status of land by introducing suitable legumes.</p> <p>The categorization of different types of land has been done (Annexure-C.I (B)) and indicative cost norms are given at <b>Annexure-E</b>.</p> <p>In case of individual farmers, proposals for minimum one ha. area and in case of Government land / community land / Gaushalas, proposals for minimum 2.50ha and in multiples of 2.50ha may be taken up for perennial fodder crops for at least 3 years on the same site. However, to cover more area at one site, the estimates should be worked out accordingly.</p> <p>The implementing agencies may, if necessary, provide variations in cost of different items, subject to total ceiling for a particular type of land. For coverage of larger area for pasture development, State Govt. may take up additional measures in the detailed plans, including import of grasses and legumes seed.</p> <p>Individual farmers can also take up perennial Fodder crops cultivation in their fields. Such farmers will have to enter into a legally binding agreement or Memorandum of Understanding with the concerned implementing State Department for ensuring continuity of operations, with an undertaking that the land shall be maintained under grassland at least for 3 years; otherwise, the farmers will have to refund the whole</p>

		<p>amount of Govt. assistance.</p> <p>The area to be developed as grassland should be outside the municipality / municipal corporation limits, and if in the district a development authority has been constituted then it should be outside the Development area.</p>
4	Pattern of financial assistance	<p>Central assistance as one time subsidy, as provided under Annexure-E. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries.</p>
5	Implementing agencies	<p>State Department of Animal Husbandry / Agriculture / Forest, Milk Cooperatives / Federations, Gaushalas. However, funds will be released through State Government.</p>

**Sub-mission: Fodder and Feed Development**

Proforma for submitting proposal under the component of “Fodder production from Non-forest wasteland / rangeland / grassland / non-arable land”

a.	Name of the Implementing agency / Organization / Department:
	a) Address:
	b) Telephone No. and Fax No.:
	c) Email ID of the HOD:
b.	Present status of requirement and availability of green and dry fodder in the State
c.	Present statistics of grasslands available in the:
	i) State :
	ii) With the implementing agency:
d.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
e.	Location and addresses of plots already developed, if any under the scheme and, proposed to be developed (Full details must be provided – on Survey No., Khasra No., etc., duly certified by a Revenue official not below the rank of a Tehsildar).
f.	Whether area is leased (for at least 3 years in case of farmer for using the land for grass perennial crop production) or owned by Agency seeking assistance for Grassland & Fodder Development
g.	Distance of the site from the Municipal boundary / Development area boundary in case of lands other than individual farmers.
h.	Type of Grasses, Trees, and legumes to be sown (Full details, with botanical names upto variety level, if applicable)
i.	Quantity of seeding / planting material required for development of grassland:
j.	Whether seeding material is available with the organization (give details) or specify the source of availability of the seeding material:
k.	Cost estimate and requirement of funds for development of proposed grasslands
l.	Anticipated quantity of green / dry fodder to be produced from the proposed grasslands after development:
m.	Mode of disposal of fodder produced:
n.	Any other relevant information related to the proposal:
o.	Name and signature of the Head of the implementing agency:
p.	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Fodder and Feed Development**

Proforma for submitting proposal under the component of “Fodder production from Non-forest wasteland / rangeland / grassland / non-arable land”

(In rupees per ha.)

S. No.	Item	CPR, Gochar land / community land / waste land which need treatment of soil.	CPR, Gocher land / community land / waste land which does not need treatment of soil	Govt. Farm/ Goshala land	Forest land / Grassland in remove area	Individual farmers
<b>Continuing Parameters</b>						
<b>A. Capital Investment</b>						
(a)	Demarcation of boundary, fencing/ (trench / brushwood / barbed wire)	7500	7500	2000	7000	0.00
(b)	Land Development	10000	7500	5000	5000	0.00
(c)	Farm sheds – for equipment, seed, manure, and office	15000	15000	0.00	0.00	0.00
(d)	Purchase of agricultural implements	5000	5000	5000	2500	0.00
(e)	Creation of irrigation facilities: wells, pumps, power line, water tank, pump room, pipelines etc.	37500	30000	25000	7500	0.00
	Sub- Total	75000	65000	37000	22000	0.00
<b>B. Recurring Expenditure</b>						
i.	Wages of supervisory staff	2000	2000	5000	5000	0.00
ii.	Seeds, fertilizer/ manure, insecticides	4000	4000	6000	6000	12000
iii.	Cultivation charges	10000	5000	6000	6000	12000
iv.	Irrigation electricity / fuel charges	3000	3000	5000	5000	0.00
v.	Maintenance of Store/dead stock	3000	3000	3000	3000	0.00
vi.	Miscellaneous and unforeseen expenses	3000	3000	3000	3000	6000
	Sub-Total	25000	20000	28000	28000	30000
	Grand Total	100000	85000	65000	50000	30000

**Note:**

- 75% central assistant will be provided out of above rates for one hectare.
- Funds for improvement of grasslands by reseeding, import of fodder seeds, transportation, labour wages will be as per rates available at that time of submitting the project proposal.



## Sub-mission: Fodder and Feed Development

## Component II: Fodder production from Forest land

1.	Name of the Component	Fodder production from Forest land
2.	Objectives	<p>(i) Rehabilitation of degraded Forest land by introducing suitable grass, legumes and fodder trees</p> <p>(ii) Increasing production of palatable grasses / legumes / tree leaves, along with improving the forest floor</p> <p>(iii) Production of bio-mass to minimize the gap between availability and requirement of fodder</p> <p>(iv) Creating surplus reserve of forage for use during lean periods / crisis situations</p>
3.	Salient Features	<p>The component will enable rehabilitation and improvement of degraded forest land, and enhance the vegetation cover of degraded forest areas.</p> <p>Under this program, effective protection will be provided to the degraded forest area, and natural regeneration will be assisted through planting of fodder trees, perennial grasses and legumes suitable to a forest area, so that vegetation cover density may be improved, which will not only give additional quantity of fodder but will also improve the overall health of the forest.</p> <p>This component will be implemented by the Forest Department of the concerned State / UT, preferably with the assistance of the Joint Forest Management Committees. The cost norms will be as per the schedule of rates approved by the competent authority in the Forest Department, subject to a maximum of Rs. 50,000/- per hectare.</p> <p>The categorization of different types of land has been done (Annexure-C.I (B)) and indicative cost norms are given at <b>Annexure-E</b>.</p> <p>The implementing agencies may, if necessary, provide variations in cost of different items, subject to total ceiling for a particular type of land. For coverage of larger area for pasture development, State Govt. may take up additional measures in the detailed plans, including import of grasses and legumes seed.</p> <p>The area to be developed as grassland should be outside the municipality / municipal corporation limits, and if in the district a development authority has been constituted then it should be outside the Development area.</p>
4.	Pattern of financial assistance	Central assistance as one time subsidy, as provided under Annexure-E. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries
5.	Implementing agencies	Forest Department of the State / UT

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposal under the component of “Fodder production from Forest land”**

a.	Name of the HOD:
	a) Address:
	b) Telephone No. and Fax No.:
	c) Email ID of the HOD:
b.	Location and addresses of forest areas already developed, if any under the scheme and, proposed to be developed (Full details must be provided – on Forest Division, Range, Beat, Block, Compartment No., etc., duly certified by a Forest official not below the rank of a Forest Range Officer).
c.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
d.	Name of the Joint Forest Management Committee, along with other relevant details [if applicable]
e.	Type of Grasses, Trees, and legumes to be sown (Full details, with botanical names upto variety level, if applicable)
f.	Quantity of seeding / planting material required:
g.	Whether seeding material is available with the Department (give details) or specify the source of availability of the seeding material:
h.	Cost estimate and requirement of funds (The HOD to certify that the cost norms are based on schedule of rates duly approved by the competent authority. Administrative and Technical Sanction to be attached)
i.	Anticipated quantity of green / dry fodder to be produced from the proposed grasslands after development:
j.	Mode of disposal of fodder produced (Internal utilization by the JFM committee, and surplus quantities to be disposed / sold):
k.	Any other relevant information related to the proposal:
l.	Name and signature of the Head of the Department:

**Sub-mission: Fodder and Feed Development****Component III: Fodder Seed Production / Procurement & Distribution**

1.	Name of the Component	Fodder Seed Production / Procurement and Distribution
2.	Objectives	Promoting cultivation of superior variety of fodder crops for fodder seeds (breeder, foundation and certified seed), preferably through contract farming, with a buy back arrangement, and distribution of seeds among the farmers.
3.	Salient Features	<p>This component aims at creation of assured market for quality fodder seeds.</p> <p>The State Govts. will assess the requirement of fodder seeds of the state &amp; procure foundation seeds of desired varieties the Regional Fodder Stations (RFS) of GOI and thereafter if seeds are not available with RFS then same can be procured from Universities, NSC, SFCI and Research Institutes of ICAR. States will further multiply these seeds through farmers, Department of Animal Husbandry/ Agriculture, SHGs, Government Corporations, Milk Cooperatives/ Federation / Central and State Agriculture or Veterinary Colleges / Universities and may enter into a buy back arrangement of fodder seeds produced by these agencies for preparation of minikits for further distribution among the farmers for fodder production, thereby passing the Central subsidy to the farmers. Only certified seeds will be distributed to the farmers alternatively the States may make an agreement with seed supplying agencies (excluding Private Entrepreneurs) for supply of fodder seeds inclusive of transportation cost upto delivery point of minikits.</p>
4.	Pattern of financial assistance	Central assistance as one time subsidy, as provided under Annexure-E. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries. States will have to purchase the seed from Regional Fodder Stations on first hand, in case seeds are not available with the Regional Fodder Stations, then before purchasing seeds from outside agency they will obtain an NOC from the concerned Regional Fodder Station.
5.	Beneficiaries	Farmers (including Members of Milk Cooperatives/ Federations).
6.	Implementing agencies	Department of Animal Husbandry/ Agriculture of the States. States may involve NGOs, SHGs, Corporations, Milk Cooperatives/ Federation / Central and State Agriculture or Veterinary Colleges / Universities for supply of seeds.

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposal for Fodder Seed Production / Procurement & Distribution.**

a.	Name of implementing agency/Organization/Department:						
	i. Location:						
	ii. Address:						
	iii. Telephone No. and Fax No.:						
	iv. E-mail ID of the HOD:						
b.	Present status of requirement and availability of green and dry fodder in the State :						
c.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.						
d.	Requirements of fodder seeds of cultivated crops, grasses and legumes in the State						
e.	Availability of fodder seeds of cultivated crops, grasses and legumes in the State						
f.	Following details may be provided (Procurement of seed or seed production is to be taken up by the State at their level for minikit preparation):						
Type of seed crop/variety to be procured and quality of seed	Source of procurement of Seeds	Quantity to be procured (in qtls.)	Rate of procurement of seed (Rs per qtls.)	Cost of seeds to be procured (Rs. in lakh)	75% cost of seed to be procured (Central share ) (Rs.in lakh)	25% cost of seed arranged by the State Government (Rs. in lakh)	
g.	Whether agreement has been made with seed supplying agency, if yes, the copy of agreement to be enclosed:						
h.	Time of delivery of fodder seed.						
i.	Whether state has made the arrangement for distribution and these seeds among the farmers, if yes the details may be provided District wise:						
j.	Whether state Govt. has made the arrangement for distribution of fodder minikits to the farmers free of cost.						
k.	Any other relevant information related to the proposal:						

**Sub-mission: Fodder and Feed Development****Component IV(i) : Distribution of hand driven chaff cutters**

1.	Name of the Component	Distribution of hand driven chaff cutters
2.	Objectives	Reducing wastage of fodder by chopping and promoting better utilization of fodder.
3.	Salient Features	Members of Milk Federation, KVKs and farmers having upto 5 livestock will be assisted under the scheme for purchases of the hand driven chaff cutters provided they have not availed earlier this type of benefit from Central Govt. or State Govt./any other organization formed by the Govt. Farmer should not have availed the benefit during the last five years from any agency.
4.	Pattern of financial assistance	<p>75% or Rs 3750/- Central assistance, whichever is minimum towards the cost of machinery (Hand Driven Chaff Cutter) for the farmers holding 1-5 livestock. In addition, 75% or Rs 1,500/- whichever is minimum towards the cost of transportation (Hand Driven Chaff Cutter) for the States where production facility of Hand Driven Chaff Cutter is not available and have to import the hand driven chaff cutter from other States. Hand Driven Chaff Cutter may be provided to the farmer having upto 5 Nos. of livestock.</p> <p>Central assistance is provided, subject to approval of the rates of the chaff cutters by the administrative head of the State Department responsible for Animal Husbandry / Dairying; on the recommendation of a duly constituted purchase committee. The machinery must be approved by a Central Government institution for its technical specifications and safety.</p>
5.	Beneficiaries	Farmers and Members of Milk Cooperatives.
6.	Implementing agency	Milk Cooperatives/ Federations, Department of Animal Husbandry, KVKs, etc.

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposals for distribution of Hand Driven Chaff cutters**

a.	Name of the Organization / Department / implementing agency
b.	Location
	a) Address
	b) Telephone No and Fax No.
	c) E-mail address of the HOD
c.	Name and address of the supplier of chaff cutters
d.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
e.	Whether quotation collected for supply of chaff cutters at farmers door step. Give details
f.	Type of chaff cutter to be purchased.
g.	No. of chaff cutters to be purchased.
h.	Cost of each chaff cutter.
i.	Total cost of the chaff cutter to be purchased.
j.	Central share (Rs. in lakh)
k.	Beneficiaries share (Rs in lakh).
l.	Whether 25% beneficiaries shares have been taken as an advance or state Govt. will arrange.
m.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address



**Sub-mission: Fodder and Feed Development****Component IV(ii) : Distribution of power driven chaff cutters**

1.	Name of the Component	Assistance for Introduction of Power Driven Chaff Cutter
2.	Objectives	(i) Reducing wastage of fodder by chopping, and promoting better utilization of fodder.
3.	Salient Features	Members of Milk Federation, ATMA/ KVKs and farmers will be assisted under the scheme for purchases of the power driven chaff cutters provided they have not availed earlier this type of benefit from Central Govt. Or State Govt./any other organization formed by the Govt. Farmer should not have availed the benefit during the last five years from any agency.
4.	Pattern of financial assistance	50% of the cost or Rs 6000/- (for power driven chaff cutter with one Horse Power motor for the farmers holding 5-15 livestock), Rs 8000/- (for power driven chaff cutter with two Horse Power motor for the farmers holding 16-25 livestock) and Rs 10000/- (for power driven chaff cutter with three Horse Power motor for the farmers holding 26 or more livestock) Central assistance, whichever is minimum towards the cost of machinery (Power Driven Chaff Cutter). Central assistance is provided subject to approval of the rates of the chaff cutters by the administrative head of the State Department responsible for Animal Husbandry / Dairying; on the recommendation of a duly constituted purchase committee. The machinery must be approved by a Central Government institution for its technical specifications and safety.
5.	Beneficiaries	Farmers and Members of Milk Cooperatives
6.	Implementing agency	Milk Federation, Department of Animal Husbandry, KVKs/ATMA. However, funds will be released through State Govts concerned.

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposals for distribution of Power Driven Chaff cutters**

a.	Name of the Organization/Department/ implementing agency
b.	Location
	a) Address
	b) Telephone No and fax No.
	c) E-mail address of the HOD
c.	Number of livestock held by the farmer.
d.	Name of the supplier of chaff cutters
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	Whether quotation collected for supply of chaff cutters at farmers door step. Give details
g.	Type of chaff cutter to be purchased.
h.	No. of chaff cutters to be purchased.
i.	Cost of each chaff cutter.
j.	Total cost of the chaff cutter to be purchased.
k.	Central share (Rs. in lakh)
l.	Beneficiaries share (Rs in lakh).
m.	Whether 25% beneficiaries shares has been taken as an advance or state Govt. will arrange.
n.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address

**Sub-mission: Fodder and Feed Development**

Component IV (iii) : Establishment of high capacity Fodder Block Making units

1.	Name of the Component	Establishment of high capacity Fodder Block Making units
2.	Objectives	<p>(i) Promoting conservation of fodder, and converting crop residues into fodder blocks through the use of modern technologies.</p> <p>(ii) Ensuring availability of fodder during crisis situations for survival of livestock during drought / floods</p> <p>(iii) Maintaining a buffer stock of dignified fodder blocks for long-distance transportation during crisis situations</p>
3.	Salient Features	<p>The densified fodder blocks will be useful during drought/floods, etc., when the main objective is survival/maintenance of livestock population.</p> <p>The fodder blocks can be enriched with different nutrients either at the time of densification; or, preferably, at the time of feeding</p>
4.	Pattern of financial assistance	<p>Central assistance as one time subsidy, as provided under Annexure-E, subject to maximum ceiling of Rs. 75.00 lakhs per unit towards the cost of a fodder block making unit (using dry straw/ Bagasse). The assistance includes machinery and related cost for installation of machinery and power connectivity.</p> <p>The detailed cost break-up, duly verified by the Head of the implementing agency and the administrative head of the State Department responsible for Animal Husbandry / Dairying, must be included in the project proposal.</p> <p>Assistance will be provided to only those units having bankable projects appraised for their viability by District Industries Centre / agency, any Nationalized Bank, or NABARD.</p> <p>The machinery must be approved by a Central Government institution for its technical specifications and safety. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries</p>
5.	Implementing agency	Animal Husbandry Department, Milk Federations, University, Research Institutes, Private Entrepreneurs and NGOs

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposal for establishment of high capacity Fodder Block Making units**

a.	Name of the Organization/Department
b.	Location of the project:
	a) Address
	b) Telephone No and Fax No.
	c) E-mail ID of the HOD.
c.	Green and Dry Fodder availability in the area where establishment of Fodder Block Making Unit is to be established.
d.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
e.	Source of dry fodder for purchase
f.	Total requirement of fodder throughout the year for running the Fodder Block Making Unit viably.
g.	Storage facilities available with the Agency, establishing the Fodder Block Making Unit.
h.	Method of making Fodder Blocks.
i.	Provide detailed Project Report of the machinery and equipment along with cost of each component.
j.	Constituent/ingredients of Fodder Blocks.
k.	Total digestible nutrients (TDN) value of each fodder block.
l.	Scope for disposal of fodder blocks.
m.	Any other information pertaining to the project.
n.	Whether State Govt has recommended the proposal
o.	Whether the project has been appraised by any commercial bank / agency for economical viability of the project? Give details.
p.	Bank /Organization/ individual contributing towards the remaining cost of the project.
q.	Whether land of the project is owned by the implementing agency ? If yes, details thereof. If no, details of the arrangements for use of land.
r.	Name and signature of the Head of the implementing agency with complete address and phone numbers
s.	Name and signature of the head of the State Department responsible for Animal Husbandry / Dairying, with complete address and phone numbers

**Sub-mission: Fodder and Feed Development****Component IV(iv) : Distribution of low capacity, tractor mountable Fodder Block Making units, hay baling machines/reapers / forage harvesters**

1.	Name of the Component	Distribution of low capacity, tractor mountable Fodder Block Making units, hay baling machines/reapers / forage harvesters
2.	Objectives	<ul style="list-style-type: none"> <li>i. Promoting conservation of fodder, and converting crop residues into fodder blocks through the use of modern technologies.</li> <li>ii. Ensuring availability of fodder during crisis situations for survival of livestock during drought / floods</li> <li>iii. Providing doorstep facilities to farmers for conversion of their crop residues into densified fodder blocks, thereby increasing shelf life of dry fodder</li> </ul>
3.	Salient Features	<p>Efforts will be made to provide the low capacity, tractor mountable Fodder Block Making units, hay baling machines/reapers / forage harvesters, etc., for community use at the level of Village Panchayats / Primary Milk Cooperatives / Joint Forest Management Committees</p> <p>The densified fodder blocks will be useful during the lean periods, when the main objective is survival/maintenance of livestock population.</p> <p>The fodder blocks can be enriched with different nutrients either at the time of densification; or, preferably, at the time of feeding</p>
4.	Pattern of financial assistance	<p>Central assistance as one time subsidy, as provided under <b>Annexure-E</b>, to the extent of Rs. 10.00 lakh per unit or 75% of the cost, whichever is lower will be provided.</p> <p>The machinery must be approved by a Central Government institution for its technical specifications and safety. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries</p>
5.	Implementing agency	Village Panchayats / Primary Milk Cooperatives / Joint Forest Management Committees through the concerned State Department. Funds will be released through State Governments concerned.

**Sub-mission: Fodder and Feed Development**

Proforma for submitting proposal for Distribution of low capacity, tractor mountable Fodder Block Making units, haybaling machines/reapers / forage harvester

a.	Name of the Organization/Department
b.	Location of the project:
	a) Address
	b) Telephone No and Fax No.
	c) E-mail ID of the HOD.
c.	Whether State Govt has recommended the proposal
d.	Name of the Village Panchatyats / Primary Milk Cooperatives / Joint Forest Management Committees included in the proposal
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	Type of fodder available in the area for relevant machine
g.	Source of availability of fodder (cultivated area or other source like gochar land, etc.)
h.	No. of beneficiaries under each Village Panchatyat / Primary Milk Cooperative / Joint Forest Management Committee
i.	Whether institutional arrangements are in place to ensure conflict free use of the resource by all the beneficiaries (Details to be included in the proposal)
j.	Whether an MOU has been signed by the implementing Department with the concerned Village Panchatyat / Primary Milk Cooperative / Joint Forest Management Committee
k.	Whether arrangements have been made to meet the operating costs, and sustainability (details to be given in the proposal)

## Sub-mission: Fodder and Feed Development

## Component IV(v) : Establishment of Silage making units

1.	Name of the Component	Establishment of silage making Units
2.	Objectives	Establishing silage-making units to preserve surplus fodder for feeding during lean periods.
3.	Salient Features	During the period of surplus supply of green fodder, farmers are to be encouraged to take up silage making to make the quality fodder available during lean (shortage) period of fodder.
4.	Pattern of financial assistance	<p>Grant-in aid by the Central Government will be provided as per <b>Annexure-E</b> for Establishment of new silage making Unit, including the cost of chaff cutter and the silage pit/tower, subject to the following ceiling:</p> <ul style="list-style-type: none"> <li>• For a unit of 50 MT capacity 75% of the cost, or Rs 75,000/- whichever is minimum towards civil work &amp; in additional grant will be provided towards cost of the three HP motor chaff cutter as per the norms given under the component of Distribution of Power Driven Chaff Cutter.</li> <li>• For a unit of 25 MT capacity 75% of the cost, or Rs 55,000/- whichever is minimum towards civil work &amp; in additional grant will be provided towards cost of the two HP motor chaff cutter as per the norms given under the component of Distribution of Power Driven Chaff Cutter.</li> <li>• For a unit of 10 MT capacity 75% of the cost, or Rs 40,000/- whichever is minimum towards civil work &amp; in additional grant will be provided towards cost of the one HP motor chaff cutter as per the norms given under the component of Distribution of Power Driven Chaff Cutter</li> </ul> <p>The civil work should be approved by a Central/ State Government institution for its cost, technical specifications, etc.</p>
5.	Beneficiaries	Farmers (including Members of Milk Federation)
6.	Implementing agency	Milk Cooperatives, state Department of Animal Husbandry, ATMA/ KVKs. However, funds will be released through State Govts concerned.



**Sub-mission: Fodder and Feed Development****Proforma for submitting proposal for establishment of Silage Making unit**

a.	Name of the Organization/Department/ implementing agency:
b.	Location
	a) Address
	b) Telephone No and Fax No..
	c) E-mail address of the HOD.
c.	Present availability of surplus green fodder in the State during lush periods
d.	Present availability of surplus green fodder with the implementing agency/ in the district during lush periods
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	Type of silo to be used:
g.	capacity of each silo
h.	No of units proposed.
i.	Total cost of units.
j.	List of the farmers selected with complete details
k.	Whether estimates for each silo pit & chaff cutters cost has been given.
l.	Any other information pertaining to the project.
m.	Whether the purchase of power driven chaff cutters has been done as per ISI mark.
n.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address

**Sub-mission: Fodder and Feed Development****Component IV(vi) : Establishment of Bypass protein making units**

1.	Name of the Component	Establishment of Bypass protein making units
2.	Objectives	Production of by-pass protein for feeding high yielding dairy animals to make better use of available high quality meals and improve feed efficiency.
3.	Salient Features	Commercial units shall be supported for production of bypass protein for supply to high yielding dairy animals.
4.	Pattern of financial assistance	<p>Central assistance as one time subsidy, as provided under <b>Annexure-E</b>,</p> <p>The detailed cost break-up, duly verified by the Head of the implementing agency and the administrative head of the State Department responsible for Animal Husbandry / Dairying, must be included in the project proposal.</p> <p>Assistance will be provided to only those units having bankable projects appraised for their viability by District Industries Centre / agency, any Nationalized Bank, or NABARD.</p> <p>The machinery must be approved by a Central Government institution for its technical specifications and safety. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries</p>
5.	Implementing agency	Animal Husbandry Department, Milk Federations, University, Research Institutes, Private Entrepreneurs and NGOs

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposals for establishment of By-Pass Protein Production unit**

a.	Name of the Organization/Department want to establish the project:
b.	Location of the Project:
	a) Address
	b) Telephone No and Fax No..
	c) E-mail address of the HOD
c.	Requirement and Availability of concentrate in the state:
d.	Type of concentrate available round the year in the area:
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	Total requirement of concentrate the year for running the viably.
g.	Storage facilities available with the Agency, establishing the By-Pass Protein Production unit.
h.	Method of making By-Pass Protein:
i.	Whether International/ National standards has been taken care while , making project proposal.
j.	Type of concentrate to be used for production of by- pass protein:
k.	Scope for disposal of.
l.	Any other information pertaining to the project.
m.	Whether the project has been appraised by any commercial bank for economical viability of the project? Give details:
n.	Whether State/Organization/ individual contributing towards the state / individual's share.
o.	Whether land of the project is owned by Entrepreneurs or state Govt.
p.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address

**Sub-mission: Fodder and Feed Development****Component IV(vii) : Establishment of Area Specific Mineral Mixture / Feed Pelleting/ Feed Manufacturing Unit**

1.	Name of the Component	Establishment of Area Specific Mineral Mixture / Feed Pelleting/ Feed Manufacturing Unit
2.	Objectives	To enhance availability of feed and area specific mineral mixture for feeding livestock for improving their productivity and health.
3.	Salient Features	By encouraging production of feed and area specific mineral mixture, the existing gap between availability of feed and mineral mixture could be narrowed down. However, this assistance will be provided to only those units having bankable projects appraised for their viability by NABARD or any other Nationalized Bank.
4.	Pattern of financial assistance	<p>Central assistance as one time subsidy, as provided under <b>Annexure-E</b>.</p> <p>The detailed cost break-up, duly verified by the Head of the implementing agency and the administrative head of the State Department responsible for Animal Husbandry / Dairying, must be included in the project proposal.</p> <p>Assistance will be provided to only those units having bankable projects appraised for their viability by District Industrial Centre, any Nationalized Bank, or NABARD.</p> <p>The machinery must be approved by a Central Government institution for its technical specifications and safety. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries</p>
5.	Implementing agency	Govt. bodies / Universities / Corporations / Boards, including Milk Federations

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposal for establishment of Area Specific Mineral Mixture/ Feed Pelleting / Feed manufacturing Unit**

a.	Name of the Organization/Department
b.	Location
	a) Address
	b) Telephone No and Fax No.
	c) E-mail address of HOD
c.	Present requirement and availability of feed/ mineral mixture in the state.
d.	Availability of raw material in the area where establishment of plant is to be done.
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	Total area available for establishment of plant.
g.	Owner of the land where plant is to be established.
h.	Whether permission from local body is required for such plants.
i.	Whether storage facilities available with the Agency.
j.	Method of making area specific Mineral Mixture/ Feed Pelleting/Feed manufacturing Unit.
k.	Constituent/ingredients of Feed, Feed Pelleting unit or Mineral Mixture to be produced.
l.	Scope for disposal of feed, feed pellets, mineral mixture.
m.	Any other information pertaining to the project.
n.	Whether the project has been appraised by any commercial bank for economical viability of the project? Give details.
o.	Whether Organization/ individual is contributing towards the state share (details to be provided)
p.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address

**Sub-mission: Fodder and Feed Development****Component IV(viii) : Establishment / modernisation of Feed testing laboratories**

1.	Name of the Component	Establishment / modernisation of Feed testing laboratories
2.	Objectives	Quality testing of manufactured feed and feed ingredients to promote production and supply of quality feed.
3.	Salient Features	To ensure the supply of quality feed to the farmers, Department wants to strengthen the laboratories for testing the case Feed. Assisted laboratories will take up testing of Feed samples received from various Govt. and private agencies as per prescribed rates. Funds will be provided for purchase of machinery and equipment related to Feed testing.
4.	Pattern of financial assistance	Central assistance as one time subsidy, as provided under <b>Annexure-E</b> .  The detailed cost break-up, duly verified by the Administrative head of the concerned institution, and the administrative head of the State Department responsible for Animal Husbandry / Dairying, must be included in the project proposal. The whole part of state share can either be met by the State Govt. or State can seek the whole part from the beneficiary or State can share the same with beneficiaries
5.	Beneficiaries	Veterinary colleges, Agriculture Universities, Milk Federations, Animal Husbandry Department
6.	Implementing agency	Veterinary colleges, Agriculture Universities, Milk Federations, Animal Husbandry Department. However, funds will be released through State Govts concerned.

**Sub-mission: Fodder and Feed Development****Proforma for submitting proposals for Establishment / modernisation of Feed testing laboratories**

a.	Name of the Organization/Department/ Implementing agency
b.	Location
	a) Address
	b) Telephone No and Fax No.
	c) E-mail address of the HOD
c.	Present Status of the laboratory
d.	No of Feed samples tested earlier.
e.	Whether clarification about arrangement of State share has been done? If yes, details may be provided.
f.	No of Feed samples testing that can be increased with the Central aid
g.	Whether such facility is available in the state, if yes, please give details.
h.	Constituent/ingredients of feeds to be tested.
i.	Whether laboratory will undertake the testing of feed samples received from private parties/ Govt. agency.
j.	What will be the rate for testing each constituent (Protein, fat etc.) of feed?
k.	Any other information pertaining to the project.
l.	Whether the project has been appraised by any Committee constituted by the ICAR, SAU, VCI etc. Give details.
m.	Whether matching state share will be provided by VCI/ SAU from their resources or by the state Govts.
n.	Name and signature of Organization / Director, Animal Husbandry of the State with complete address



**Sub-mission: Fodder and Feed Development****Component VIII: Training & Human Resource Development**

Sl.No.	Name of the Component	Training & Human Resource Development
1.	Objectives	Operating specific Training and Capacity Building Interventions related to Feed and Fodder Development.
2.	Salient Features	To provide Refreshers training programme to trainers (of Animal Husbandry, Sheep Husbandry, Forest Deptt., Agriculture and Veterinary University, Agriculture Department of State, officers from NGOs, Milk Federations, Milk Cooperatives, Dairy Development Department, Extension Deptt., Panchayati Raj, Rural Deptt.etc), farmers, researchers, academicians and officials on production, conservation and efficient utilization of Feed and Fodder. A special training course on Azolla Production would also to be supported.
3.	Pattern of financial assistance	Central assistance would be provided from the funds spared for training in the NLM, as per the approved guidelines.
4.	Implementing agencies	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development Organizations, Agriculture and Veterinary Universities.

**Sub-mission: Skill Development, Technology Transfer and Extension****Component I: IEC support for livestock extension**

Sl.No.	Name of the Component	IEC support for livestock extension,
1.	Objective	To increase awareness among all stakeholders involved in animal husbandry sector regarding scientific methods of rearing, susceptibility to disease, vaccination, breed improvement, aspects related to animal nutrition, schemes implemented by various agencies etc .and IEC support for Livestock Extension at various levels.
2.	Salient Features	<p>The component will provide extension education. Production of livestock extension literature. The IEC program for the state would be finalized by factoring in the specific characteristics of each district and block. In knowledge-driven development, there is need for providing extension education keeping in view the diverse needs of the livestock owners not only on production procedures, but also the knowledge about the whole range of livestock-business, production systems, research institutions, programmes and schemes of the development departments, quality certification and reporting procedures, grading, packaging, storage, transportation and other requirements of both domestic and export markets, including interfaces at different levels with unlimited partners. The development of Information Communication Technology (ICT) and Telecommunication Network have paved the way for creation of information network, knowledge pool and services which can be intensively used for the purpose.</p> <p>The agencies involved in Livestock Extension at field level have got sufficient material to prepare literature on livestock extension. They are however constrained to lack of resources for content development which needs to be provided for. Similarly, these institutions would be assisted in preparation and development of video and multi-media packages on livestock extension. In addition, support should be provided to development and documentation of success stories in livestock sector. Material so produced would be widely distributed through all the agencies involved in animal husbandry sector.</p> <p>While the above information is at national level, similar information is available at state, district and block levels. Through the introduction of the new scheme, “National Animal Disease Reporting System” (NADRS), DADF is trying to establish a computerized system of animal disease reporting linking each block, district and state headquarters to the central disease reporting and monitoring unit in New Delhi. This information is vital to the farmers who are in many cases not aware of the outbreak of</p>

		<p>various diseases in their vicinity, its symptoms, preventive measures to be taken, treatment, vaccination etc. The dissemination of this information also would be one of the major objectives of Livestock mela, Regional livestock fair, etc., which are discussed in the succeeding paragraphs.</p> <p>The IEC program for the state would be prepared by the state Livestock Extension Facilitator (LEF) Similarly, the district IEC plan would be finalized by the district LEF. Adopting a similar procedure, block IEC plan would be finalized by the block LEF.</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4.	Implementing agencies	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Govts concerned

**Sub-mission: Skill Development, Technology Transfer and Extension****Proforma for submitting proposal under the component of IEC support for livestock extension**

a.	Name of the Implementing agency / Organization / Department:
	a) Address:
	b) Telephone No. and Fax No.:
	c) Email ID of the HOD:
b.	Present status of requirement and availability of Information support,
c.	Present statistics of Information support:
	i) State :
	ii) With the implementing agency:
d.	Location and addresses of Extension Centres already developed, if any under the scheme and, proposed to be developed (Full details must be provided).
e.	Any other relevant information related to the proposal:
f.	Name and signature of the Head of the Animal Husbandry Department:

**Sub-mission: Skill Development, Technology Transfer and Extension****Component II: Training & capacity building**

Sl.No.	Name of the Component	Training & capacity building,
1.	Objectives	Operating specific Training and Capacity Building Interventions related to Livestock Sector.
2.	Salient Features	<p>Extension personnel/ Livestock Extension Facilitators (LEF) will be trained in all aspect related to animal rearing through induction and Refresher trainings programmes and capacity building of Field Level Extension Mechanism. Extension personnel already working in various agencies related to animal husbandry extension would also require training in all aspects related to animal rearing like animal health, diseases, vaccination, marketability, nutrition, fodder development, programmes implemented by central / state/ local bodies, convergence between animal husbandry department, ICAR, Department of Agriculture, etc Ordinary farmers also would be trained on scientific rearing practices, marketability of their products, post-harvest practices etc.</p> <p>The existing manpower employed at the field level in agriculture and allied departments including Gopal Mitras, Prani Bandhus, Village extension workers, NGOs, progressive farmers, etc., would require enhanced training and capacity building support. The field level extension mechanism would be further augmented through (i) greater hand holding support to Livestock Farmers Groups (LFGs) in the initial stages, (ii) improving their access to micro-financing, (iii) supporting goshala activities, (iv) organizing exposure visits of dairy farmers to the dairy developed areas, (v) promoting farmer to farmer extension, (vi) organizing livestock farm schools and (vii) providing AHD extension material/literature.</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4.	Implementing agencies	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Govts concerned

**Annexure-D-III****Sub-mission: Skill Development, Technology Transfer and Extension****Component III: Livestock Farmers Groups**

<b>Sl.No.</b>	<b>Name of the Component</b>	<b>Livestock Farmers Groups</b>
1.	Objectives	Empowering Livestock Farmers Groups (LFGs) with technology required for improving their income from the livestock farming activities.
2.	Salient Features	<p>To organize large number of Livestock Farmers Groups (LFGs) for empowering them with technology required for improving their income from the livestock farming activities. This requires enhanced interface with ongoing development programmes and the implementing departments. Promoting LFGs federations at Taluka and District level is also envisaged.</p> <p>It is experienced that the group approach ensures efficiency and equity in delivery of extension services. Hence, farmers' organizations and their federations would be promoted and federated for sustaining the developmental efforts. The whole process will be oriented to develop the capacity of farmers to plan and attract support from all related organizations based on their needs and resources. In order to promote Farmer Led Extension, progressive farmers identified from each commodity group / federation will be trained in major commodity / enterprise. These trained farmers would be used as resource persons in extension activities. Programmes such as promotion of Farmers Organizations (FOs) and their federation and Capacity Building of Farmers in Agriculture for Farmer-Led Extension (CAFÉ) .</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4.	Implementing agencies	State Government, Department of Animal Husbandry Dairying & Fisheries. Department will coordinate with the State Government, ICAR Institutions and Research & Development Organizations. However, funds will be released through State Govts concerned

**Sub-mission: Skill Development, Technology Transfer and Extension****Component IV: Livestock Mela**

Sl.No.	Name of the Component	<b>Livestock Mela</b>
1.	Objectives	Updating technical skills of the farmers
2.	Salient Features	<p>In this programme emphasis will be given for updating technical skills of the farmers by way of Organizing Livestock Mela / Show at block &amp; district levels. There is also a provision in the scheme to organize technical conferences, display of panels and posters on various aspects of AH activity and invite various organizations to display their new achievements giving an opportunity to the farmers and development workers to exchange views on modern technology.</p> <p>At least one Livestock Mela / Show in each Block, District &amp; State will be conducted every year. The duration of the mela is one days in the case of Block, two days in the case of District &amp; three days in the case of State. It will be implemented by the State Government and Organizations of Central Government. The maximum unit cost of each mela at Block . District and State level will be Rs. 1 lakh . 2 lakh and Rs. 3 lakh respectively.</p> <p>The outstanding achievers in the field of milk production, egg production, purity of breed etc. would be awarded in the livestock meals.</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4.	Implementing agency	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Government concerned



**Sub-mission: Skill Development, Technology Transfer and Extension****Component V: Regional livestock fair**

I.No.	Name of the Component	Regional livestock fair
1.	Objectives	Conservation of indigenous breed and other livestock and provide suitable incentive to farmers / breeders.  Recognition of outstanding achievers.
2.	Salient Features	The Regional Livestock Fair will help in conservation of indigenous breed and other livestock and provide suitable incentive to farmers / breeders. The Regional Livestock Fairs may be organized by the State Governments for a period of five days. However, the judges for the Regional Livestock Fairs may be appointed by Central Government in consultation with the host State Government. A unit cost of Rs. 10 lakhs for the Regional Livestock Fair. The outstanding achievers in the field of milk production, egg production, purity of breed etc. would be awarded in the livestock regional livestock fairs
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4.	Implementing agency	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Govts concerned

**Sub-mission: Skill Development, Technology Transfer and Extension****Component VI: Farmers field schools**

Sl.No.	Name of the Component	Farmers field schools
1.	Objectives	<p>To operationalize front line demonstrations in animal husbandry activities,</p> <p>To provide training to target farmers by having interactive sessions</p> <p>To upgrade knowledge of the progressive farmers through regular training programmes envisaged under the component “Technical Training &amp; Capacity Building”</p> <p>Exposure visit of the progressive farmers under the relevant component of this scheme</p>
2.	Salient Features	<p>Farmers field schools would be operationalized in each block. These would be set up in the field of outstanding or achiever farmers. Teachers in the farm schools could be progressive farmers, extension functionaries or experts belonging to Government or Non-Government sector. One of the main activities of farm schools would be to operationalize front line demonstrations in animal husbandry activities like scientific methods of rearing, susceptibility to disease, vaccination, breed improvement, aspects related to animal nutrition, schemes implemented by various agencies etc. Farm school would provide training to target farmers by having interactive sessions regularly. Knowledge of the progressive farmers would be continuously upgraded through regular training programmes envisaged under the component “Technical Training &amp; Capacity Building”. Exposure visit of the progressive farmers also would be arranged under the relevant component of this scheme. At an approximate unit cost of Rs. 30,000/- for the establishment of a farm school, about 30,000 schools are expected to be operationalized.</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
6.	Implementing agency	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Govts concerned

**Sub-mission: Skill Development, Technology Transfer and Extension****Component VII: Exposure visit of Livestock Extension Facilitator**

Sl.No.	Name of the Component	Exposure visit of Livestock Extension Facilitator
1.	Objectives	To modify the contours of extension mechanism.
2.	Salient Features	The scheme envisages setting up a robust feedback mechanism from the farmers, animal health experts, government machinery, dairy cooperatives, NGOs etc. regarding the expectation and requirements from the extension machinery. The programmes envisaged under the exposure visits of LEFs to advanced states etc. would have a strong feedback mechanism which would be analyzed and efforts would be made to crystallize the important suggestions and modify the contours of the scheme in succeeding years after obtaining approval from the state level / national level monitoring committee.
3.	Pattern of financial assistance	Central assistance as provided under Annexure-E
4	Implementing agency	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Government concerned.

**Sub-mission: Skill Development, Technology Transfer and Extension****Component VIII: Exposure visit of farmers**

Sl.No.	Name of the Component	Exposure visit of farmers
1.	Objectives	To modify the contours of extension mechanism.
2.	Salient Features	Exposure visit of farmers to progressive states where there is already established extension mechanism.
3.	Pattern of financial assistance	Central assistance as provided under Annexure-XII
4.	Implementing agency	Department of Animal Husbandry Dairying & Fisheries, Agriculture Department, KVKs, ICAR Institutions and Research & Development. However, funds will be released through State Govts concerned.

**Sub-mission: Skill Development, Technology Transfer and Extension**  
**Component IX: Staff component for livestock extension**

Sl.No.	Name of the Component	Staff component for livestock extension
1.	Objectives	To facilitate augmentation of HRD to implement skill development, technology transfer and extension.
2.	Salient Features	<p>The objectives of the scheme are to achieved by providing livestock extension facilitators purely on contract basis for effective implementation both at central and state levels, for augmenting HRD back up. A senior officer namely Joint Director / Additional Director of the State Animal Husbandry Department would be entrusted with the responsibilities of coordinating the livestock extension activities of various agencies in the states like animal husbandry department, veterinary universities, ATMAAs, KVKs, etc.</p> <p>The Livestock extension Facilitator posted with him will assist in his duties. The Facilitator will prepare the IEC plan for the State and also coordinate all the activities related to Livestock Extension like (i) project formulation which should be bankable and implementable, (ii) training to animal rearers, (iii) organizing livestock camps, (iv) vaccinations, (v) preparation of IEC material and (vi) programmes related to animal nutrition etc. He would be the pivotal person coordinating veterinary services, nutrition related requirements, training programmes, data dissemination etc. He would continuously interact with all the agencies involved in livestock extension for successful implementation of the extension initiatives.</p> <p>All the above posts will be filled up purely on contract / consultancy basis with people possessing required qualification and experience The states would be divided into two categories with regard to appointment of livestock extension Facilitators at the district level. The bigger states having 500 blocks or more and those states having less than 500 blocks. The bigger states would be provided two LEFs per state whereas the smaller one would be provided 1 Facilitator for each state. All the Districts would be provided 1 Facilitator each (except in North Eastern States where the LEF would be posted in the block and state level only), whereas eight LEFs would be posted in DADF.</p>
3.	Pattern of financial assistance	Central assistance as provided under Annexure-XII
4.	Implementing agency	DADF, State Government, Department of Animal Husbandry Draying & Fisheries, PRI and other reputed organisations and Institutes However, funds will be released through State Governments concerned..

**Components that can be financed under the National Livestock Mission, brief guidelines, and pattern of assistance are given below:**

<b>Sub-Mission on Livestock Development</b>		
<b>S.N.</b>	<b>Components</b>	<b>Pattern of Assistance</b>
<b>1</b>	Entrepreneurship Development & Employment Generation [Central Sector (CS)] (Unit costs under different components given below)	<p>100% (Back-ended subsidy part only)</p> <p>Subsidy 25%, credit 65% for APL; and subsidy 33.33%, credit 56.67 for BPL / SC / ST in normal areas</p> <p>Subsidy 35%, credit 55% for APL; and subsidy 50%, credit 40 for BPL / SC / ST in NER / Hill areas / LWE affected areas</p> <p>Subsidy 45%, credit 45% for APL; and subsidy 60%, credit 30 for BPL / SC / ST in difficult areas</p> <p>Beneficiary Share 10% across all categories</p>
<b>2</b>	Infrastructure Development  [Government of India (GOI) farms under <b>CS</b> , <b>other farms under Centrally Sponsored Scheme (CSS)</b> ]	<p>GOI farms - 100%</p> <p>State farms - 75%</p>
<b>3</b>	<b>Productivity Enhancement [CSS]</b>	
<b>a</b>	Rural Backyard Poultry Development	75%
<b>b</b>	Interventions in the breeding tract of high fecundity breeds	100%
<b>c</b>	Research studies and linkages with professional bodies	100%
<b>d</b>	Propagation of Artificial Insemination	100%
<b>e</b>	Biotechnology centres for fecundity breeds	100%
<b>f</b>	Training and orientation of functionaries	100%

<b>g</b>	Ram / Buck / Boar shows	100%
<b>h</b>	Community led breed improvement programmes	100%
<b>i</b>	Cluster based mass de-worming / health cover programmes	100%
<b>j</b>	Innovative projects	100%
<b>4</b>	<p>Risk Management [CSS]</p> <p>[Premium rates for one year policy in Normal Areas - 3.0% , in NER / Hill areas / LWE affected areas - 3.5%, and in difficult areas - 4.0 %</p> <p>Premium rates for three year policy in Normal Areas - 7.5% , in NER / Hill areas / LWE affected areas - 9.0%, and in difficult areas - 10.5 % ]</p>	<p>Central share 25%, State share 25% and Beneficiary share 50% for APL, and Central share 40%, State share 30%, and Beneficiary share 30% for BPL / SC / ST in Normal Areas</p> <p>Central share 35%, State share 25% and Beneficiary share 40% for APL, and Central share 50%, State share 30%, and Beneficiary share 20% for BPL / SC / ST in NER / Hill areas / LWE affected areas</p> <p>Central share 45%, State share 25% and Beneficiary share 30% for APL, and Central share 60%, State share 30%, and Beneficiary share 10% for BPL / SC / ST in Difficult Areas</p>
<b>5</b>	Conservation of Breeds [CSS]	100%
<b>6</b>	Development of Minor Livestock Species [CSS]	100%
<b>7</b>	Utilisation of Fallen Animals [CSS]	75%
<b>8</b>	Rural Slaughterhouses [CSS]	75%



## Indicative subsidy ceilings under the component of 'Entrepreneurship Development and Employment Generation'

Sub-component - Poultry Venture Capital Fund (PVCF)		
S.N.	Component	Ceiling of Subsidy
i	Breeding Farms for Birds of alternate species like turkey, ducks, Japanese quails, guinea fowl and geese	At 25% level subsidy- subsidy ceiling Rs. 7.50 lakh Varies depending on the species and unit size.
ii	Central Grower Units (CGU) – upto 16000 layer chicks per batch.	At 25% level subsidy- subsidy ceiling Rs. 10 lakh for a unit of 16000 layer chicks per batch (three batches a year) - Varies with size.
iii	Hybrid Layer (chicken) Units – upto 20000 layers	At 25% level subsidy- subsidy ceiling Rs. 2 lakh for 2000 layer unit - Varies with the size.
iv	Hybrid Broiler (chicken) Units – upto 20000 birds. Can be weekly, fortnightly, monthly, all-in all-out batches. Bird strength at any point of time should not exceed 20000 birds	At 25% level subsidy- subsidy ceiling Rs. 0.56 lakh for a batch of 1000 broilers - Varies with unit size
v	Rearing of Poultry like low-input technology variety of chicken and other alternative species like turkey, ducks, Japanese quails, guinea fowl and geese..	At 25% level subsidy- subsidy ceiling Rs. 5 lakh Varies with the species and unit size
vi	Feed Mixing units (FMU) - 1.0 ton per hour Disease Investigation Lab (DIL)	At 25% level subsidy- subsidy ceiling Rs. 4 lakh
vii	Transport Vehicles – open cage	At 25% level subsidy- subsidy ceiling Rs. 2 lakh
viii	Transport Vehicles – Refrigerated	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
ix	Retail outlets – Dressing units	At 25% level subsidy- subsidy ceiling Rs. 2.50 lakh
x	Retail outlets – marketing units	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
xi	Mobile marketing units	At 25% level subsidy- subsidy ceiling Rs. 2.5 lakh
xii	Cold storage for poultry products	At 25% level subsidy- subsidy ceiling Rs. 5 lakh
xiii	Egg / Broiler Carts	At 25% level subsidy- subsidy ceiling Rs. 3750/-
xiv	Large Processing Units 2000-4000 birds per hour	At 25% level subsidy- subsidy ceiling Rs. 125 lakh
xv	Emu Processing units	At 25% level subsidy- subsidy ceiling Rs. 250 lakh
xvi	Feather Processing Units/ litter management	Varies with unit size
xvii	Technology upgradation/ innovations including waste disposal/ incinerators, mini-hatchers, egg vending machines etc.	Varies with the component. The subsidy ceiling is Rs. 125 lakh. For new/ innovative projects EC may decide the subsidy/ value cap depending upon the scope and importance of the project.

<b>Sub-component - Integrated Development of Small Ruminants and Rabbits (IDSRR)</b>		
i	Commercial Units of 10 ewe / does+ 1 ram / buck	At 25% level subsidy- subsidy ceiling Rs. 12,500/-
ii	Breeding farms with 100 ewe / does + 5 ram / bucks	At 25% level subsidy- subsidy ceiling Rs. 2,50,000/-
Iii	Commercial rabbit - Angora units	At 25% level subsidy- subsidy ceiling Rs. 75,000/-
Iv	Rabbit -Angora breeding Farms	Varies with unit size
<b>Sub-component - Pig Development</b>		
I	Commercial rearing units (3 sows + 1 Boar)	At 25% level subsidy- subsidy ceiling Rs. 25,000/-
Ii	Pig Breeding Farms (20 sows + 4 Boars)	At 25% level subsidy- subsidy ceiling Rs. 2,00,000/-
Iii	Retail Pork Outlets with facility for chilling	At 25% level subsidy- subsidy ceiling Rs. 3,00,000/-
<b>Sub-component - Salvaging of Male Buffalo Calves</b>		
I	<b>Mini Units:</b> Rearing of male Buffalo calves upto 25 calves.	At 25% level subsidy - subsidy ceiling Rs. 6,250/- per calf. It would be implemented by the State Governments and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
II	<b>Commercial Units:</b> Rearing of male Buffalo calves, more than 25 calves upto 200 calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 1,50,000/- per 25 calves (at the rate of Rs.6,000/- per calf). It would be implemented by the State Governments and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
III	<b>Industrial Rearing Units:</b> more than 200 calves upto 2000 Buffalo calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 6,25,000/- per 200 calves (at the rate of Rs.3,125/- per calf). It would be implemented by the APEDA and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.

Note:

- (a) The ceiling on subsidy in general is at the rate of 25%. Pro-rata variable subsidy depending on category of beneficiary and location of the project will be applicable. The unit cost assumed for calculation of ceiling of subsidy is indicative only and SLSMC can revise or modify as per the prevailing market price in the area.
- (b) Rearing of male buffalo calves for a minimum period of 24 months.
- (c) All units under 'Entrepreneurship Development and Employment Generation', include provisions for feed and fodder, silage making, biosecurity and healthcare, insurance and other project activities etc.

<b>Sub-Mission on Pig Development in North-Eastern Region</b>		
<b>S.No.</b>	<b>Components</b>	<b>Pattern of Assistance</b>
<b>1</b>	Strengthening of farms [CSS]	90% Central Assistance; 10% State Share Maximum ceiling per unit – Rs 50.00 lakh
<b>2</b>	Import of germplasm [CSS]	90% Central Assistance; 10% State Share
<b>3</b>	Support to breeding programmes [CSS]	90% Central Assistance; 10% State Share
<b>4</b>	Propagation of reproductive technologies [CSS]	90% Central Assistance; 10% State Share
<b>5</b>	Health cover [CSS]	90% Central Assistance; 10% State Share

<b>Sub-Mission on Fodder and Feed Development</b>		
<b>S.No.</b>	<b>Components</b>	<b>Pattern of Assistance</b>
<b>1</b>	Forage production from Non-forest wasteland /rangeland/ grassland /non-arable land (ha)	75% Central Assistance; 25% State Share Maximum per hectare ceiling (total cost) – Rs One lakh for common land requiring treatment, Rs 85,000 for common land not requiring treatment, Rs 65,000 for govt farms / Gaushalas, Rs 50,000 for other grasslands in remote areas, and Rs 30,000 for individual farmers,
<b>2</b>	Forage production from Forest Land (ha)	75% Central Assistance, 25% State Share subject to a maximum assistance of Rs 50,000 per hectare
<b>3</b>	Cultivation of coarse grains and dual purpose crops (ha)	To be operated under the National Food Security Mission
<b>4</b>	Fodder seed procurement and distribution (MT)	75% Central Assistance; The remaining would be State's contribution, of which a part may be charged to the beneficiaries, as may be decided by the State

<b>5</b>	<b>Conservation of fodder through post harvest technologies</b>	
(i)	Distribution of hand driven chaff cutters (No.)	75% Central Assistance; The remaining would be State's contribution, of which a part may be charged to the beneficiaries, as may be decided by the State
(ii)	Distribution of power driven chaff cutters (No.)	50%, Rest beneficiary share, of which the State may bear a part.
(iii)	Establishment of high capacity Fodder Block Making units (No.)	50% of cost excluding cost of land (Private entrepreneurs), 75% of cost excluding cost of land (Cooperatives, Government institutions), subject to a ceiling of Rs 75.00 lakh as central assistance, whichever is less. Cost of land will not be supported by Government of India. In case of private entrepreneurs, the amount to be given as back-ended subsidy for a project duly appraised by a nationalized bank. In other cases, the remaining part may be contributed by the State Government
(iv)	Distribution of low capacity, tractor mountable Fodder Block Making units/ Hay Baling Machine/ Reaper/Forage Harvester (No.)	50% of cost excluding cost of land (Private entrepreneurs), 75% of cost excluding cost of land (Cooperatives, Government institutions), subject to a ceiling of Rs 10.00 lakh as central assistance, whichever is less. Cost of land will not be supported by Government of India. In case of private entrepreneurs, the amount to be given as back-ended subsidy for a project duly appraised by a nationalized bank. In other cases, the remaining part may be contributed by the State Government
(v)	Establishment of Silage making units (No.)	75% central assistance, 25% State Share including the cost of chaff cutter and the silage pit/tower, subject to the following ceiling: <ul style="list-style-type: none"> <li>• For a unit of more than 25 MT capacity - Rs.1,00,000</li> <li>• For a unit of 10 MT to 25 MT capacity - Rs.70,000</li> <li>• For a unit of upto 10 MT capacity - Rs.50,000</li> </ul> Farmers can adopt any other types of silos, like drums, etc., for making silage, or smaller units can be taken up. Cost estimates should be given accordingly. The assistance includes machinery and related accessories, civil works, and power connectivity.

S.No.	Components	Pattern of Assistance
(vi)	Establishment of Bypass protein/ fat making units (No.)	25% of cost excluding cost of land (Private entrepreneurs), 75% of cost excluding cost of land (Cooperatives, Government institutions), subject to a ceiling of Rs 200.00 lakh as central assistance, whichever is less. Cost of land will not be supported by Government of India. In case of private entrepreneurs, the amount to be given as back-ended subsidy for a project duly appraised by a nationalized bank. In other cases, the remaining part may be contributed by the State Government
(vii)	Establishment of area specific mineral mixture / feed processing units (No.)	-same as above-
(viii)	Establishment / modernisation of Feed testing laboratories (No.)	75% central assistance, 25% State Share only to Govt agencies, universities, Cooperatives, subject to a ceiling of Rs 200.00 lakh
<b>6</b>	<b>Regional fodder stations (No.)</b>	100% central assistance

Sub-Mission on Skill Development, Technology Transfer and Extension		
S.No.	Components	Pattern of Assistance
<b>1</b>	IEC support for livestock extension	75% central assistance, 25% State Share (As per actuals )
<b>2</b>	Training and capacity building	100% central assistance (As per actuals )
<b>3</b>	Livestock Farmers group	75% central assistance, 25% State Share (As per actuals )
<b>4</b>	Livestock Mela	75% central assistance, 25% State Share  Subject to a ceiling Rs 1 lakh, Rs 2 lakh, and Rs 3 lakh for 1 day, 2 days, and 3 days mela at Block, District, and State levels, respectively.

<b>5</b>	Regional livestock fair	100% central assistance  Ceiling of Rs 10.00 lakh per fair
<b>6</b>	Farmer's Field School	75% central assistance, 25% State Share  Approximate unit cost of Rs 30,000/- per farmer's school
<b>7</b>	Exposure visit of Livestock Extension Facilitator	100% central assistance  As per actuals
<b>8</b>	Exposure visit of farmers	75% central assistance, 25% State Share  As per actuals
<b>9</b>	Staff component for livestock extension	100% central assistance (As per actuals)

**Annexure-F****List of Low-Input Technology birds eligible under National Livestock Mission implemented by the Department of Animal, Husbandry, Dairying & Fisheries, Government of India**

S.#	Name of the organization	Type of stock
<b>PUBLIC SECTOR ORGANIZATIONS</b>		
1.	Central Poultry Development Organization and Training Institute (SR), Bangalore.	a) Chabro b) Kalinga brown c) Kaveri
2.	Central Poultry Development Organization(ER), Bhubaneswar.	Kalinga brown
3.	Central Poultry Development Organization(NR), Chandigarh	Chabro
4.	Central Poultry Development Organization(WR), Mumbai.	a) Kalinga brown (Kadakhnath stocks are also available)
5.	Project Directorate on Poultry, ICAR, Hyderabad	a) Gramapriya b) Vanaraja
6.	Central Avian Research Institute, Izatnagar	a) CARI GOLD b) Nirbheek c) Hitcari d) Cari-Debendra e) Upcari
7.	Karnataka Veterinary, Animal and Fisheries Sciences University, Bidar, Karnataka	a) Giriraja b) Girirani c) Swarnadhara
8.	Poultry Research Station, Nandanam, Chennai Tamil Nadu	Nandanam 99
9.	Kerala Veterinary University, Mannuthy	a) Gramalakshmi b) Gramashree c) Krishipriya
10.	Sri Venkateshwara Veterinary University, Rajendernagar, Hyderabad	Rajasri
<b>PRIVATE SECTOR ORGANIZATIONS</b>		
1.	Dr.YashvantAgritechPvt. Ltd, Jalgaon, Maharashtra	Satpuda-desi
2.	Indbro Research and Breeding Farm Pvt. Ltd., Hyderabad	Rainbow rooster
3.	Kegg Farms, New Delhi	Kuroiler
4.	Shipra Hatcheries, Patna, Bihar	Shipra

\*This list may be updated by this Department as and when required and updated list will also be put up on the website of the Department <http://dahd.nic.in>



F. No.99-6/2018/NLM/Adm. Approval  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry, Dairying & Fisheries

Krishi Bhawan, New Delhi.  
Dated 7 August, 2018.

**OFFICE MEMORANDUM**


**Subject: Amendment in Operational Guidelines for Component (I) - Entrepreneurship Development and Employment Generation (EDEG) under Sub-Mission on Livestock Development of National Livestock Mission- regarding.**

The Operational Guidelines of the Centrally Sponsored Scheme- National Livestock Mission was issued vide this Department's letter no. 2-47/2009-AHT/FF (Vol.III), dated 21<sup>st</sup> May, 2014.

2. In supersession of above mentioned letter, the amended operational guidelines for Component (I) - Entrepreneurship Development and Employment Generation (EDEG) under Sub-Mission on Livestock Development of National Livestock Mission are enclosed herewith for further necessary actions. These amended operational guidelines will be effective with immediate effect.

This issues with the approval of the Competent Authority.

Enclosure: As above.

  
(Dharam Prakash)

Under Secretary to the Government of India

Copy forwarded for information and necessary action to:

1. Principal Secretary / Secretary, Animal Husbandry of all States & UTs
2. Principal Secretary / Commissioner / Secretary, Dairy Development of all States & UTs
3. APC / Principal Secretary / Secretary, Department of Agriculture, all States & UTs
4. Principal Secretary / Commissioner / Secretary, Ministry of Finance, all States & UTs.
5. Principal Secretary / Secretary, Panchayati Raj, all States & UTs.
6. Principal Secretary / Secretary, Department of Forests, all States & UTs.
7. Commissioner / Director of Animal Husbandry & Veterinary Services of all States & UTs.
8. Chief Executive Officer, Livestock Development Board/ Agencies of all States & UTs.
9. Commissioner / Managing Director of Dairy Development/ Milk Federation of all States & UTs.
10. Principal Chief Conservator of Forest of all States / UTs.

P.T.O.

DHARM PRAKASH  
अवर सचिव/Under Secretary  
पशुपालन, डेयरी एवं मत्स्यपालन विभाग  
D/o Animal Husbandry, Dairying & Fisheries  
कृषि एवं किसान कल्याण मंत्रालय  
Ministry of Agriculture & Farmers Welfare  
भारत सरकार/Government of India  
नई दिल्ली  
Krishi Bhawan, New Delhi



11. Advisor (Agriculture), Planning Commission, Yojana Bhawan, New Delhi.
12. Secretary to Ministry of Environment and Forests, Ministry of Environment & Forests, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi, 110003.
13. Chief General Manager, Animal Husbandry / Department of Refinance, National Bank for Agriculture & Rural Development (NABARD), C-24, "G"-Block, Bandra-Kurla Complex, Bandra East Mumbai 400 051.
14. Chairman, NDDB, Anand, Gujarat.
15. Managing Director, NDDB, Anand, Gujarat.
16. Secretary, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi.
17. Secretary, Deptt. Of Agricultural Research and Education, and DG, ICAR, Krishi Bhawan, New Delhi.
18. Secretary to Ministry of Panchayati Raj, Krishi Bhawan, New Delhi.
19. Secretary to Ministry of Women and Child Development, Shastri Bhawan, A Wing, Dr. Rajendra Prasad Road, New Delhi-110001.
20. Secretary to Ministry of Development of North Eastern Region, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi - 110011.
21. Secretary to Department of Food and Public Distribution, Krishi Bhawan, New Delhi.
22. Secretary to Ministry of Rural Department, Krishi Bhawan, New Delhi.
23. Secretary to Ministry of Tribal Affairs, Shastri Bhawan, A - Wing, Dr. Rajendra Prasad Road, New Delhi, 110001.
24. Secretary to Ministry of Minority Affairs, 11th Floor, Paryavaran Bhawan, CGO Complex, New Delhi-110003.
25. Chairman cum Secretary, Agricultural & Processed Food Products Export Development Authority, NCUI Building 3, Siri Institutional Area, August Kranti Marg, New Delhi - 110016, India.
26. Principal Pay & Accounts Office, 16-A, Akbar Road Hutments, New Delhi.
27. Pay & Accounts Officer, Department of Agriculture, Krishi Bhawan, New Delhi.
28. Directors of all Central Organizations-RFS, CPDOs and CSBF.
29. PAOs of concerned Central Organizations.
30. Directors, Central Organizations, Government of India.
31. PPS to Secretary (ADF), Krishi Bhawan, New Delhi.
32. PPS to AS&FA, DADF, Krishi Bhawan, New Delhi.
33. PSs to AHC / JS (NLM) & Mission Director / JS(CDD) / JS(Fy.) / JS (LH)/JS(Admin).
34. Director (Budget)/ US (Finance), Department of Animal Husbandry & Dairying, Krishi Bhawan, New Delhi.
35. Joint Commissioner (P)/ Joint Director (NLM)/DS (GC)/ Guard File.



## **OPERATIONAL GUIDELINES FOR COMPONENT (I) - ENTREPRENEURSHIP DEVELOPMENT AND EMPLOYMENT GENERATION (EDEG) UNDER SUB-MISSION ON LIVESTOCK DEVELOPMENT OF NATIONAL LIVESTOCK MISSION**

This component includes all credit cum subsidy linked activities earlier implemented through NABARD, viz., Poultry Venture Capital Fund (PVCF), Integrated Development of Small Ruminants and Rabbits (IDSRR), and Pig Development. Since these schemes have been popularized with great efforts during XI Plan, the names of the credit linked activity has been not changed to avoid confusion among beneficiaries and bankers. However, the suffix EDEG has been added to indicate that these are part of the XII Plan Scheme. The component will function under the institutional structure of the National Livestock Mission.

### **1. Objectives of the Scheme**

- i. Enhance employment opportunities in rural areas.
- ii. To encourage entrepreneurship in various poultry activities and provide capacity building for employment opportunities
- iii. To improve production of poultry products and productivity of processing units through technology upgradation and also encourage introduction of innovative technology.
- iv. To encourage rearing of other poultry species like quails, ducks, and turkeys etc. which have good potential.
- v. Development of Sheep for Wool and Mutton
- vi. Development of Goat for Meat and Milk
- vii. Assistance for Establishment of Goat Farms
- viii. Assistance for Establishment of Rabbit Breeding Farms for Meat and Wool.
- ix. Assistance for Training in Sheep, Goat and Rabbit Production
- x. Encourage commercial rearing of pigs by adopting scientific methods and creation of infrastructure
- xi. Production and supply of improved germ plasm
- xii. Organizing stakeholders to popularize scientific practices
- xiii. Create supply chain for meat & pork industry
- xiv. Encourage value addition for better income.
- xv. Salvage and rear male buffalo calves to enhance survival rate,
- xvi. Increase availability of buffalo meat for export and domestic markets,
- xvii. Enlarge raw material base for leather industry,
- xviii. Improve availability of by-products such as meat-cum-bone meal, tallow, hides, bio-fertilizer, brushes, combs and buttons, etc.,
- xix. Improve India's foreign exchange earning through export of buffalo meat and leather products,
- xx. Create avenues of economic gain from genetic material which otherwise go waste by linking livestock farmers and meat / leather industry.

### **2. Implementing Agency and Area of Operation**

The National Bank for Agriculture and Rural Development (NABARD) will be the implementing agency for component-EDEG in all the States and UTs throughout the country.



### 3. Salient Features

The project is designed mainly for entrepreneurship development and technology infusion wherein a basket of activities which are bankable are placed from which farmers, individual entrepreneurs, NGOs, companies, cooperatives, groups of unorganised and organized sector which include Self Help Groups (SHGs), Joint Liability Groups (JLGs) etc. can choose from. The eligible activities and indicative cost norms are given, as a general guideline at **Annexure-A-I(B)**. The proportion of subsidy in relation to project cost for various areas and various categories of beneficiaries are given at **Annexure-A-I(C)**, unless otherwise mentioned.

The entrepreneurs shall apply to their banks for sanction of the project. The bank shall appraise the project as per their norms and if found eligible, sanction the total outlay excluding the margin, as the bank loan. The loan amount is then disbursed in suitable installments depending on the progress of the unit. After the disbursement of first installment of the loan, the bank shall apply to the NABARD for sanction and release of total eligible subsidy.

### 4. Eligible Beneficiaries

- 4.1 Farmers, individual entrepreneurs, NGOs, Companies, Cooperatives, Groups of organized and unorganized sector which include Self-Help Groups (SHGs) and Joint Liability Groups (JLGs) on behalf of their members.
- 4.2 An applicant will be eligible to avail assistance for any components under the scheme. More than one member of a family can be assisted under the scheme provided they set up separate units with separate infrastructure at different locations. The distance between the boundaries of two such farms should be at least 500 m.
- 4.3 Priority may also be given to the beneficiaries from the categories of Scheduled Caste, Scheduled Tribes, landless, small, marginal and BPL category farmers alongwith farmers belonging to drought and flood affected areas of the country.
- 4.4 Block Development Officers may also recommend the proposals of potential beneficiaries to bank for funding under EDEG. BDOs shall provide information regarding details of such recommended proposals to District Consultative Committee (DCC) to review periodically.

5. NABARD should work in close liaison with the State Governments and UTs so that the proposals on priority basis in cluster mode may be implemented covering farmers/Women in SHGs, Cooperatives and Producer Companies including creation of facilities of processing, value addition and marketing of produced in the cluster. NABARD may also instruct to banks to give priority to such projects.

### 6. Pattern of Assistance

- a) The eligible activities and indicative cost norms are given, as a general guideline at **Annexure-A-I(B)** and the eligible proportion of subsidy for various areas and various categories of beneficiaries, unless otherwise mentioned in relation to project cost and indicative cost norms are given at **Annexure-A-I(C)**.
- b) The component-wise subsidy ceiling will be subject to indicative cost arrived at by NABARD from time to time.
- c) Entrepreneur contribution (Margin) for loans beyond Rs.1 lakh\* -10% of the project cost (Minimum)
- d) Bank Loan - Balance portion of TFO.

[\* Subject to any revision in RBI guidelines]



**7. Financial Institutions eligible for re-finance under the scheme**

- a. Commercial Banks
- b. Regional Rural and Urban Banks
- c. State Cooperative Banks
- d. State Cooperative Agriculture and Rural Development Banks: and
- e. Such other institutions, which are eligible for refinance from NABARD

**8. Linkage with credit**

Assistance under the scheme shall be purely credit linked and subject to sanction of the Project by eligible financial institutions mentioned at para 7 above.

**9. Sanction of project by banks (Financial Institutions): & Release of Subsidy:**

**9.1** The entrepreneurs will prepare a project as per norms of the scheme and submit to the Bank for sanction of the project.

9.1.1. The bank shall appraise the project as per the administrative approval issued by DADF from time to time and if found eligible, sanction the total outlay excluding the margin, as a bank loan.

9.1.2. After sanction of proposal by Financing institution, they will upload the details as per the template prescribed in the EDEG Portal within 30 days of sanction and block eligible subsidy amount.

9.1.3. On successful upload and post validation, the bank will release the entire credit/first installment as the case may be. The details of entire credit/first installment may be updated within 30 days of first upload. Thereafter, the loan amount shall be disbursed in suitable installments, if required, depending on the progress of the unit. The time frame shall be as under:

- i. 1<sup>st</sup> Installment release / entire credit- 30 days from the date of 1<sup>st</sup> upload (new)
- ii. Submission to NABARD - 30 days from the date of release of the 1<sup>st</sup> installment.

9.1.4. In case the first installment/ entire credit details are not updated within 30 days, the system will delete the application automatically, **as budget cannot be earmarked for unlimited period. The bank/ controlling office shall ensure the subsidy claims should be uploaded within stipulated time period.**

9.1.5. In case the application is rejected due to incomplete detail or for any other reason, the application has to be uploaded afresh.

**9.2.** All the financing banks shall be required to upload their subsidy claims in EDEG Portal through their Controlling Office in time frame as indicated in **Para 9.1 above**. Bank shall submit the valid Aadhar Number of applicant in all cases (except for areas where Government of India has granted relaxation).

**10. Project Sanctioning Committee (PSC)**

Project Sanctioning Committee of NABARD at Head Office shall consider proposals uploaded by Concerned Financial Institutions/banks in portal and approve the subsidy cases of eligible applicants within one month of receipt of the proposal.

**11. Release of subsidy by Government of India**

11.1. Government of India will release funds in advance to NABARD to meet the subsidy claims submitted through EDEG online portal. Funds will be recouped after balance comes below a certain level in EDEG portal. The funds will be utilized by NABARD for providing back ended capital subsidy to eligible beneficiaries through financing banks, as per their online subsidy claims.



11.2. After approval by the PSC of NABARD, NABARD shall release the subsidy amount, on the basis of availability of funds allocated to the States/UTs on first come first serve basis.

11.3. All the financing banks shall be required to keep the subsidy amount in "Subsidy Reserve Fund Account (Borrower-wise) in books of the financing institution/bank and adjust the subsidy amount in the subsidy reserve fund account of the beneficiary within seven days of the receipt of subsidy from NABARD. In case the subsidy is not adjusted to the subsidy reserve fund account of the beneficiary within seven days of the receipt, the financing bank shall be liable to compensate the beneficiary to the extent of the additional interest charged.

11.4. After the receipt of subsidy from NABARD, the controlling office of the financing bank/ Institution shall submit a utilization certificate to the effect that the amount has been credited to the Subsidy Reserve Fund Account (SRFA) of the beneficiary alongwith details of the beneficiary. This certificate should be submitted/uploaded to NABARD online within fifteen days of receipt of subsidy.

## **12. Rate of Interest applicable on the loan amount under the scheme**

Rate of interest on loans shall be as per RBI guidelines and the declared policy of the concerned bank. The bank may charge interest on the entire loan amount, until the subsidy portion is received; and from the date of the receipt of the subsidy, interest shall be charged only on the effective bank loan portion i.e. bank loan minus subsidy.

## **13. Time limit for Completion of the project**

13.1. Time limit for completion of the project would be as envisaged under the project, subject to a maximum period of 12 months from the date of disbursement of the first installment of loan. This maximum period may be extended by 3 months by the financing bank in cases where justification provided by the beneficiary is found adequate.

13.2 In case, the project is not completed within the stipulated period, benefit of subsidy will not be available; the advance subsidy placed with the participating bank, if any, shall be refunded to NABARD.

## **14. Security/Surety**

- 14.1. Security for availing the loan will be as per the guidelines issued by RBI from time to time.
- 14.2. The beneficiary contribution of 10% shall not be required for loans less than Rs.1 lakh or any amount as specified in the RBI guidelines, as revised from time to time.
- 14.3. Kisan Credit Cards (KCC) may be used for availing loans under the scheme, subject to RBI guidelines.

## **15. Repayment**

15.1. Repayment Period/ Grace period for different activities will be as follow;

EDEG-COMPONENT	Repayment Period	Grace Period
Poultry Venture Capital Fund	5 to 9 years	6 months to one year
Integrated Development of Small Ruminants and Rabbits	Up to Maximum 9 years	Two years
Pig Development	5 to 6 years	One year
Salvaging and Rearing of Male Buffalo Calves	4 to 6 years	One year



- 15.2 The recovery of the loan will be based on the net loan amount only. Subsidy shall be adjusted by the concerned bank after the net bank loan (Bank loan minus subsidy) and interest thereon has been repaid.
- 15.3 Repayment schedules shall be drawn on the total bank loan taken in a manner that the subsidy amount is adjusted after liquidation of the net bank loan (excluding subsidy).

#### **16. Adjustment of subsidy**

- 16.1 Capital subsidy will be back ended (adjusted against last few installments of repayment of the bank loan) with a minimum lock-in period of 3 years, and shall be refunded if the account becomes a Non Performing Account (NPA).
- 16.2 The subsidy amount will be kept in "Subsidy Reserve Fund Account (Borrower-wise) in books of the financing institution/bank. No interest shall be payable on this amount.

#### **17. Monitoring Mechanism**

- 17.1 **Project Sanctioning Committee (PSC):** PSC set up at NABARD shall monitor and review the progress of the scheme on quarterly basis. The participating banks shall conduct periodic inspections of the units and give a feedback to NABARD.
- 17.2 **Joint Monitoring Committee (JMC):** Joint Monitoring Committee (JMC) set up under Chairmanship of Joint Secretary (NLM) with representatives of NABARD, concerned Banks and State Secretaries-in-charge of AH&D of four States, on rotational basis for a period of two years, will monitor and review progress of implementation of the Scheme, at regular intervals.
- 17.3 **State Level Monitoring Committee (SLMC):** The State Governments/UTs will rename the State Level Sanctioning and Monitoring Committee (SLSMC) as **State Level Monitoring Committee (SLMC)** under the Chairmanship of State Principal Secretary / Secretary of Animal Husbandry Department and DGM / AGM of Regional NABARD as Member Secretary. The members may be State Officials of Animal Husbandry Department, Lead Bank, Commercial Banks, NGOs, representative of DADF, GOI. The SLMC will review the projects assisted under the scheme and will give their observations/ recommendations, if any, related to implementation of Component- EDEG to the Joint Monitoring Committee (JMC). The SLMC will also maintain close liaison with State Level Bankers' Committee (SLBC) and be updated on Potential Linked Credit Plan (PLP) of the Districts. The respective SLMCs are also required to review the unit costs every year and get the revised unit costs approved by Department of Animal Husbandry, Dairying & Fisheries, GoI. The SLMCs will also take a call on the smallest unit size suitable to the local situation of the beneficiaries in the State so that multiples of the smallest modules can be approved according to resources and capacity of the beneficiaries.
- 17.4 The **State Level Bankers Committee (SLBC)** and **District Consultative Committee (DCC) of bankers** shall review and monitor the Scheme in the concerned State at regular intervals.
- 17.5 Joint Monitoring Committee, NLM will have discretion to modify indicative unit cost, based on inputs from SLMC/NABARD.
- 17.6 **NABARD** shall furnish a **monthly progress report** to **DAHD&F**, regarding proposals received and sanctioned; farmers / entrepreneurs benefited; including SC, ST & Women members; activity-wise details of fund release; funds sanctioned and recovery of loan in the format enclosed at **Annexure -A-I(A)**.
- 17.7 Units set up under the scheme will be monitored by conducting **field visits** on a sample basis by NABARD and major observations shall be placed before the PSC



for discussion. In case the observation is such that needs to be brought to the attention of JMC, NABARD shall do so.

#### 18. Other conditions:

- 18.1. Joint Monitoring Committee, NLM will have discretion to modify indicative unit cost, based on inputs from SLMC/NABARD.
- 18.2. The provision of General Financials Rules, 2017 shall be applicable henceforth. The release of fund shall be as per Cash Management System guidelines issued by Budget Division, Department of Economic Affairs, Ministry of Finance vide O.M. No. 15(39)-B(R)/2016, dated 21.08.2017. The Flow of funds to be ensured through PFMS/ DBT platforms. The UCs shall be submitted through PFMS in accordance with guidelines issued in this regard by CCA, Ministry of Agriculture and Farmers Welfare.
- 18.3. Generally, atleast 16.2% of the funds are released for SC beneficiaries. Further, it may be ensured that, where sanctions have been made under the Special Component Plan for SCs (SCPSC), the funds must be used only for the SC beneficiaries. However, it may also strive, as far as possible, to cover physically 8%, 30% and 3% Scheduled Tribe, Women and physically challenged/ differently-abled persons/ farmers / beneficiaries, respectively from the General component until specific budget Heads are created.
- 18.4. As per directives of NITI Aayog, a Separate budgetary provision will be done in the Scheme for SC farmers/beneficiaries under the Special Component Plan for Scheduled Castes (SCP-SC), Tribal Area Sub-plan (TSP) and for North Eastern States.
- 18.5. DAHD&F reserves the right to modify, add and delete any terms / conditions without assigning any reasons and the Department's interpretation of various terms will be final. Further, the Department reserves the right to recall any amount given under the scheme without assigning any reason thereof
- 18.6. Surprise inspection shall be undertaken by DAHD&F to assess the physical and financial progress of the projects.
- 18.7. NABARD would be provided funds equivalent to 1% of the subsidy disbursed per year towards data compilation, reports to be submitted to the GoI, MIS, etc.
- 18.8. NABARD shall ensure adequate publicity of the scheme throughout the country to ensure that the benefits of the scheme are availed by all eligible beneficiaries. Special attention will be given to the North Eastern States to sensitize potential beneficiaries.
- 18.9. Other operational instructions issued by DAHD&F / NABARD from time to time will be strictly adhered to.
- 18.10. NABARD would provide refinance assistance to commercial banks, Regional Rural Banks (RRBs), Schedule Commercial Banks (SCBs), State Cooperative Agriculture and Rural Development Banks (SCARDBs) and other such eligible institutions. Quantum and rate of interest on refinance will be as decided by NABARD from time to time.
- 18.11. A signboard displaying "Assisted under EDEG by Department of Animal Husbandry Dairying and Fisheries, Government of India through NABARD" will be exhibited at the unit funded under EDEG.
- 18.12. NABARD shall have the administrative control of the EDEG online portal. All technical issues regarding operationalization of the portal shall be dealt by NABARD, Head Office.



18.13. Copyright of data generated in the EDEG portal shall be with DAHD&F, Government of India.

18.14. NABARD will make necessary arrangement for integration of MIS made by NABARD with DBT portal.

19. Indicative subsidy ceilings under the component of 'Entrepreneurship Development and Employment Generation' (EDEG) are given at **Annexure-A-I(B)**. The subsidy amount will be rounded off to the nearest 100 Rupees. Beneficiaries may submit project proposals without any limit. However, the back ended capital subsidy under the scheme will be restricted to the aforementioned ceilings. The Banks will verify the costs of components admissible under the scheme based on the cost norms notified by NABARD.

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Progress Report of Entrepreneurship and Small Scale Industries

State-wise details of application received, subsidy released by NABARD category-wise (General, SC, ST and Women) and numbers of application pending are as under:

Month-\_\_\_\_\_

[illegible]



## Sub-mission: Livestock Development

Indicative subsidy ceilings under the component of 'Entrepreneurship Development and Employment Generation' (EDEG)

Sub-component - Poultry Venture Capital Fund (PVCF)-EDEG		
S.N.	Component	Ceiling of Subsidy
i	Breeding Farms for Birds of alternate species like turkey, ducks, Japanese quails, guinea fowl and geese	At 25% level subsidy- subsidy ceiling Rs. 7.50 lakh Varies depending on the species and unit size.
ii	Central Grower Units (CGU) – upto 16000 layer chicks per batch.	At 25% level subsidy- subsidy ceiling Rs. 10 lakh for a unit of 16000 layer chicks per batch (three batches a year) - Varies with size.
iii	Hybrid Layer (chicken) Units – upto 20000 layers	At 25% level subsidy- subsidy ceiling Rs. 2 lakh for 2000 layer unit - Varies with the size.
iv	Hybrid Broiler (chicken) Units – upto 20000 birds. Can be weekly, fortnightly, monthly, all-in all-out batches. Bird strength at any point of time should not exceed 20000 birds	At 25% level subsidy- subsidy ceiling Rs. 0.56 lakh for a batch of 1000 broilers - Varies with unit size
v	Rearing of Poultry like low-input technology variety of chicken and other alternative species like turkey, ducks, Japanese quails, guinea fowl and geese.	At 25% level subsidy- subsidy ceiling Rs. 5 lakh Varies with the species and unit size
vi	Feed Mixing units (FMU) - 1.0 ton per hour Disease Investigation Lab (DIL)	At 25% level subsidy- subsidy ceiling Rs. 4 lakh
vii	Transport Vehicles – open cage	At 25% level subsidy- subsidy ceiling Rs. 2 lakh
viii	Transport Vehicles – Refrigerated	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
ix	Retail outlets – Dressing units	At 25% level subsidy- subsidy ceiling Rs. 2.50 lakh
x	Retail outlets – marketing units	At 25% level subsidy- subsidy ceiling Rs. 3.75 lakh
xi	Mobile marketing units	At 25% level subsidy- subsidy ceiling Rs. 2.5 lakh
xii	Cold storage for poultry products	At 25% level subsidy- subsidy ceiling Rs. 5 lakh
xiii	Egg / Broiler Carts	At 25% level subsidy- subsidy ceiling Rs. 3750/-
Sub-component - Integrated Development of Small Ruminants and Rabbits (IDSRR)-EDEG		
i	Commercial Units of 10 ewe / does+ 1 ram / buck	At 25% level subsidy- subsidy ceiling Rs. 12,500/-
ii	Breeding farms with 100 ewe / does + 5 ram / bucks	At 25% level subsidy- subsidy ceiling Rs. 2,50,000/-
iii	Commercial rabbit -Angora units with 15 females + 5 males	At 25% level subsidy- subsidy ceiling Rs. 75,000/-
iv	Rabbit - Angora breeding Farms with 15 females + 5 males	At 25% level subsidy- subsidy ceiling Rs. 75,000/-



Sub-component - Pig Development-EDEG		
i	Commercial rearing units (3 sows + 1 Boar)	At 25% level subsidy- subsidy ceiling Rs. 25,000/-
ii	Pig Breeding Farms (20 sows + 4 Boars)	At 25% level subsidy- subsidy ceiling Rs. 2,00,000/-
iii	Retail Pork Outlets with facility for chilling	At 25% level subsidy- subsidy ceiling Rs. 3,00,000/-
Sub-component - Salvaging of Male Buffalo Calves-EDEG		
i	<b>Mini Units:</b> Rearing of male Buffalo calves upto 25 calves.	At 25% level subsidy - subsidy ceiling Rs. 6,250/- per calf. It would be implemented by the NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
ii	<b>Commercial Units:</b> Rearing of male Buffalo calves, more than 25 calves upto 200 calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 1,50,000/- per 25 calves (at the rate of Rs.6,000/- per calf). It would be implemented by the NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.
iii	<b>Industrial Rearing Units:</b> more than 200 calves upto 2000 Buffalo calves at one location.	At 25% level subsidy - subsidy ceiling Rs. 6,25,000/- per 200 calves (at the rate of Rs.3,125/- per calf). It would be implemented by the APEDA and subsidy would be channelized through NABARD. The beneficiary will have to avail bank loan to a tune of minimum 50% of project cost minus subsidy and prescribed beneficiary share.

**Note:**

- The ceiling on subsidy in general is at the rate of 25%. Pro-rata variable subsidy depending on category of beneficiary and location of the project will be applicable. The unit cost assumed for calculation of ceiling of subsidy is indicative only and Joint Monitoring Committee, NLM can revise or modify as per the prevailing market price in the area, based on inputs from SLMC/NABARD.
- Rearing of male buffalo calves for a minimum period of 24 months.
- All units under 'Entrepreneurship Development and Employment Generation', include provisions for feed and fodder, silage making, biosecurity and healthcare, insurance and other project activities etc.
- An entrepreneur may avail more than one unit (maximum 4 units) of Commercial Unit of 10 ewe / does+ 1 ram / buck and; Commercial rearing units (3 sows + 1 Boar).
- No multiple units will be allowed for other activities under the Component- EDEG.



**Proportion of Subsidy for various areas and various categories of beneficiaries****(i) NORMAL AREAS:**

Category	Back ended subsidy	Credit	Beneficiary Share / Margin Money
BPL / SC / ST	33.33%	56.67%	10%
APL	25%	65%	10%

**(ii) NORTH EAST REGION / HILL AREAS / LWE AFFECTED DISTRICTS**

Category	Back ended subsidy	Credit	Beneficiary Share / Margin Money
BPL / SC / ST	50%	40%	10%
APL	35%	55%	10%

**(iii) DIFFICULT AREAS**

Category	Back ended Subsidy	Credit	Beneficiary Share
BPL / SC / ST	60%	30%	10%
APL	45%	45%	10%

Abbreviations: BPL: Below Poverty Line, SC / ST: Schedule Caste / Schedule Tribe

APL: Above Poverty Line

**Types of Areas:**

NORMAL AREAS: All areas which do not fall under the subsequent categories.

NORTH EAST REGION: Seven NE States and Sikkim.

HILL AREAS: Designated Hill Areas indicated below:

State	Districts	State	Districts
Assam	1. North Cachar 2. Karbi Anglong	West Bengal	1. Darjeeling
Uttarakhand	1. Dehradun 2. Pauri Garhwal 3. Tehri Garhwal 4. Chamoli 5. Uttarkashi 6. Nainital 7. Almora 8. Pithoragarh	Himachal Pradesh	1. Chamba 2. Kinnaur 3. Kullu 4. Lahauland Spiti 5. Shimla 6. Kangra
Jammu & Kashmir	Kathua Udhampur Doda Baramulla	Tamil Nadu	1. Nilgiris
Mizoram	Chimpuipui Lunglei Town in Lunglei District		



Notified Left Wing Extremist Affected Districts (83 Nos.).

State	Districts	State	Districts
Andhra Pradesh	1. Anantapur 2. Adilabad 3. East Godavari 4. Guntur 5. Karimnagar 6. Khammam 7. Kurnool 8. Medak 9. Mehboobnagar 10. Nalgonda 11. Prakasam 12. Srikakulam 13. Visakhapatnam 14. Vizianagaram 15. Warangal 16. Nizamabad	Bihar	1. Arwal 2. Aurangabad 3. Bhojpur 4. East Champaran 5. Gaya 6. Jamui 7. Jehanabad 8. Kaimur 9. Munger 10. Nalanda 11. Nawada 12. Patna 13. Rohtas 14. Sitamarhi 15. West Champaran
Uttar Pradesh	1. Chandauli 2. Mirzapur 3. Sonbhadra	West Bengal	1. Bankura 2. Midnapore 3. Purulia
Maharashtra	1. Chandrapur 2. Gadchiroli 3. Gondia	Madhya Pradesh	1. Balaghat
Chhattisgarh	1. Bastar 2. Bijapur 3. Dantewada 4. Jashpur 5. Kanker	Chhattisgarh	1. Korea-Baikunthpur 2. Narayanpur 3. Rajnandgaon 4. Sarguja

DIFFICULT AREAS: Notified Difficult Areas like Leh, Ladakh, Kargil areas, areas above 11,000 ft. height from mean sea level as well as difficult islands.

**Note:** Lists of Hill areas, Notified Left Wing Extremist Affected Districts and Difficult areas will be in line with time to time updated/notified list of related Ministries/Departments of Government of India.



F.No.2-47/2009/NLM/FF  
Government of India  
Ministry of Fisheries, Animal Husbandry & Dairying  
Department of Animal Husbandry & Dairying

Krishi Bhawan, New Delhi  
Dated 17<sup>th</sup> July 2019

**OFFICE MEMORANDUM**

**Subject:- Insertion/Addition in Operational Guidelines for Component-IV(vii)- Establishment of Area Specific Mineral Mixture/Feed Pelleting /Feed Manufacturing Unit under Sub-Mission Feed and Fodder Development of National Livestock Mission-reg.**


The Operational Guidelines of the Centrally Sponsored Scheme National Livestock Mission was issued vide this Department's letter no.2-47/2009-AHT/FF (Vol.III), dated 21<sup>st</sup> May, 2014.

2. In supersession of above mentioned letter, the following inclusion/addition is being made in the operational guidelines for Component-IV(vii) **Establishment of Area Specific Mineral Mixture/Feed Pelleting /Feed Manufacturing Unit** under Sub-Mission Feed and Fodder Development of National Livestock Mission with immediate effect.

Existing Implementing agency	Addition/Inclusion in the Existing Implementing agency
Govt. bodies/Universities/Corporations/Board, including Milk Federations	Govt. bodies/Universities/Corporations/Boards, including Milk Federations/ <b>Private Entrepreneurs and NGOs.</b>

This issues with the approval of the Competent Authority.

**Enclosure: As above.**

  
(P.K.Anand)  
Director(NLM)

**P. K. ANAND**  
Director  
Government of India  
Min. of Fisheries, Animal Husbandry & Dairying  
Dept. of Animal Husbandry & Dairying  
Krishi Bhawan, New Delhi-110001

1. Principal Secretary/ Secretary, Animal Husbandry of all States & UT.
2. Principal Secretary/Commissioner/Secretary, Dairy Development of all States & UTs.
3. APC/Principal Secretary/Secretary, Department of Agriculture all States & UTs.
4. Principal Secretary/Commissioner/Secretary, Ministry of Finance, all State & UTs.
5. Principal Secretary/Secretary, Panchayati Raj all States & UTs.
6. Principal Secretary/Secretary, Department of Forests all States & UTs.
7. Chief Executive Officer, Livestock Development Board/Agencies of all State & UTs.
8. Commissioner/Managing Director of Dairy Development/Milk Federation of all State & UTs.
9. Principal Chief Conservator of Forest of all States/UTs.
10. Advisor (Agriculture), Planning Commission, Yojana Bhawan, New Delhi
11. Secretary to Ministry and Forest, ministry of Environment & Forests, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.

12. Minister of Finance, North Block, New Delhi
13. Minister of Environment & Forests, Paryawaran Bhawan, CGO Complex New Delhi
14. Minister of Food Processing Industries, Krishi Bhawan, New Delhi
15. Minister of Rural Development, Krishi Bhawan, New Delhi
16. Minister of Panchayati Raj, Krishi Bhawan, New Delhi
17. Secretary, Department of Fisheries, Animal Husbandry, and Dairying Krishi Bhawan, New Delhi
18. Secretary, Department of Agriculture Cooperation and Farmers Welfare, Krishi Bhawan, New Delhi
19. Secretary, Department of Agricultural Research and Education, Krishi Bhawan, New Delhi
20. Secretary, Ministry of Food Processing Industries, Krishi Bhawan, New Delhi
21. Secretary, Department of Expenditure, North Block, New Delhi
22. Secretary, Department of Financial Services, Jeevan Deep Building, New Delhi
23. Secretary, Ministry of Environment and Forests, Paryawaran Bhawan, CGO Complex, New Delhi
24. Secretary, Ministry of Panchayati Raj, Krishi Bhawan, New Delhi
25. Secretary, Ministry of Rural Development, Krishi Bhawan, New Delhi
26. Secretary, Department of Development of North Eastern Region, Vigyan Bhawan Annexe, New Delhi
27. Addl. Secretary & Financial Adviser, Department of Animal Husbandry, Dairying and Fisheries, Krishi Bhawan, New Delhi
28. Animal Husbandry Commissioner, Department of Animal Husbandry, Dairying and Fisheries, Krishi Bhawan, New Delhi
29. Joint Secretary (NLM) & Mission Director (NLM)
30. NIC for uploading the above OM

**P. K. ANAND**  
 Director  
 Government of India  
 Dept. of Animal Husbandry & Dairying  
 Krishi Bhawan, New Delhi-110001



**No. K-11053/24/2017-I.H**  
**Government of India**  
**Ministry of Agriculture and Farmers Welfare**  
**Department of Animal Husbandry & Dairying**

Krishi Bhawan, New Delhi

Dated. 29 April, 2019

To


The Pay and Accounts Officer,  
 Department of Animal Husbandry Dairying and Fisheries.  
 Ministry of Agriculture and Farmers Welfare, New Delhi

**Subject: Administrative approval for implementation of Centrally Sponsored Scheme 'Livestock Health and Disease Control (LH&DC)' under Department of Animal Husbandry & Dairying, Ministry of Agriculture & Farmers Welfare, Government of India, for the year 2019-20.**

Sir/ Madam,

I am directed to convey Administrative Approval of Competent Authority for implementation of Centrally Sponsored Scheme -- Livestock Health and Disease Control (LH&DC) scheme, having following nine components with **BE of Rs 474.98 Crore (Rupees Four hundred seventy four crore and ninety-eight lakh only)** for the year 2019-20.

Sl. No.	Name of Scheme	BE (Rs in crores)	Funding pattern
1	Livestock Health and Disease Control (categorized under umbrella scheme- white revolution : "Rashtriya Pashudhan Vikas Yojana"	474.98	
	Assistance to States for Control of Animal Diseases (ASCAD)		60% for States 90 % for 3 Himalayan and North Eastern States 100% for UTs. For training & control of emergent & exotic diseases, 100% central grants will be provided. Payment of compensation to farmers for culling of birds, elimination of infected animals, and destruction of feed/eggs including operational cost will be (50:50 basis). 100% assistance is provided for conducting training and holding seminars/workshops.

  
**सौरभ राणा**  
**SOURABH RANA, TACHARYYA**  
 अवर सचिव/अवर सचिव  
 भारत सरकार, भारत, of India  
 कृषि एवं किसान कल्याण विभाग  
 Ministry of Agriculture and Farmers Welfare  
 पशु पालन, पशु चिकित्सा, पशु स्वास्थ्य विभाग  
 D/o Animal Husbandry & Fisheries  
 Krishi Bhawan, New Delhi-110001  
 Page 1 of 6

	National Project on Rinderpest Surveillance and Monitoring (NPRSM)	GOI -100%
	National Animal Disease Reporting System (NADRS)	GOI -100%
	Foot and Mouth Disease Control Programme (FMD-CP)	60% for States 90 % for 3 Himalayan and North Eastern States 100% for UTs
	Peste des Petits Ruminants Control Programme (PPR-CP)	60% for States 90 % for 3 Himalayan and North Eastern States 100% for UTs
	Brucellosis Control Programme (Brucellosis- CP)	60% for States 90 % for 3 Himalayan and North East States 100% for UTs
	Establishment and Strengthening of existing Veterinary Hospitals and Dispensaries (ESVHD).	60% for States 90 % for 3 Himalayan and North East States 100% for UTs
	Professional Efficiency Development (PED)	50% for States 100% for UTs & VCI
	Classical Swine Fever Control Programme (CSF-CP)	90% for NE States

2. Available funds for the component 'Assistance to States for Control of Animal Diseases' will be provided to State/Union Territory Governments for control of economically important and zoonotic diseases of livestock and poultry through immunization, strengthening of existing State Veterinary Biological Production Units & State Disease Diagnostic Laboratories and holding of workshops/seminars & training of Veterinarians and Para-veterinarians. Under immunization programme, available funds will be provided for vaccination against canine rabies also. Under parasitic control programme, available funds will be provided to control endo-parasites in cattle and buffaloes (preferably where intensive vaccination programmes are being carried out). States will have to submit the annual action plan for using anthelmintics (preferably broad spectrum anthelmintics) depending upon the prevailing parasite profile (Nematode, Trematode and Cestode) in the state. The State Vaccine Production Units will be strengthened to make them GMP compliant subject to a maximum of Rs. 10.00 crores as central share. The states will have to submit the action plan with detailed project report for assistance under this activity. State Disease Diagnostic Laboratories will also be strengthened to make them GLP compliant. BSL 2 laboratories set up under World Bank Project and ELISA laboratories set up under NPRI Scheme will be strengthened for ISO certification and GLP compliant. ASCAD component would also strengthen the existing surveillance and control measures for Avian Influenza and other exotic diseases. States are at liberty to ask for the funds for vaccination as per the disease scenario of livestock & poultry in the state/region.



4. The component of National Animal Disease Reporting System (NADRS) will be implemented through National Informatics Centre (NIC) of Government of India to undertake activities like (i) Ongoing activities for running of NADRS like modifications in the Application Software, maintenance of Hardware, internet connectivity, etc. (ii) Training of manpower at the National Level and in the States upto Block Level. (iii) Monitoring on hardware & internet connectivity related complaints for ensuring trouble free transmission of disease data from the nodes to the State Project Monitoring Unit/ Central Project Monitoring Unit. Funds for internet connectivity will be provided by the department directly to BSNL/ MTNL and for manpower to National Informatics Centre Systems Incorporated (NICS-I) from available funds. Central Assistance will also be provided to States/ UTs for meeting expenditure on publication of Animal Diseases Reports and its dissemination and other allied activities from available funds.

6. Peste des Petits Ruminants Control Programme (PPR-CP) has been extended to cover all the States/UTs since February, 2014. Funds will be provided to all States/ UTs for procurement of vaccine to carry out mass vaccination against PPR, strengthening of ELISA labs and PPR vaccine production units, TA / DA, hiring of vehicle, Information Education & Communication (IEC), purchase of animal identification health cards, equipment & consumables and surveillance. Research institutions will also be assisted for undertaking surveillance and monitoring under PPR-CP.

states in procuring

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8. Under the component 'Establishment and Strengthening of Existing Veterinary Hospitals and Dispensaries (ESVHD)' available funds will be provided for establishment of new hospitals and dispensaries and up-gradation of existing ones, for improving efficiency as per approved norms. 'Mobile Veterinary Clinics (MVCs)' will also form part of the component of ESVHD. Each Mobile Veterinary Clinic (MVC) will have the basic diagnostic facility and treatment of animals and provision for sample collection/transportation from the field. The available funds will be provided to the States/UTs for contractual services for technical persons, hiring the vehicles, procurement of necessary equipment required for treatment and disease diagnosis including sample collection and transportation of these samples to the designated laboratory place maintaining cold chain or preservation as necessary. The vehicle should accommodate the necessary staff, the equipment, reagents/ medicines for treatment and diagnosis, facility for AI and also suitable freeze or related equipment for sample transportation in cold chain.

9. Funds available under component 'Professional Efficiency Development (PED)' will be provided for establishing State/ UT Veterinary Councils and to meet cost of administration. Funds to Veterinary Council of India (VCI) will be provided for meeting the administration costs. Besides, the funds will also be provided for Continuing Veterinary Education (CVE) to VCI & State Veterinary Councils (SVC)/State Veterinary/Agriculture Universities.

10. Under the component, 'Classical Swine Fever Control Programme (CSF-CP)', available funds will be provided to the States/UTs for carrying out the vaccination of entire eligible pig population in a phased manner starting in NE states which would be the focus. Depending on the vaccine availability, the scope will be enlarged to cover entire country subsequently. States (NE states) will submit the action plan with detailed requirements for assistance under this activity.

11. It may be ensured that 16.6% and 8.6% of the funds are targeted for SC/ST farmers/beneficiaries under Scheduled Caste Special Plan (SCSP) as per directives of NITI Aayog.

12. This Administrative Approval is being taking into account the following -

- i. Department of Expenditure, Public finance (Central-I) Division OM of even number dated 08<sup>th</sup> March, 2018.
- ii. The norms of assistance for various components shall be the same as approved by the Government for the 12<sup>th</sup> Plan and no change/ modification / addition shall be permissible in scheme components / operational guidelines during this interim period.
- iii. The Provisions of General Financial Rules, 2017 shall be applicable henceforth.
- iv. Release of funds shall be as per Cash Management System guidelines issued by Budget Division, Department of Economic Affairs, Ministry of Finance vide OM No. 15(39)-B(R)/2016, dated 21.8.2017.

- v. The flow of funds is to be ensured through PFMS/DBT platforms.
- vi. The State/IAs are also requested to ensure registration of all the implementing agencies till last levels and use of Expenditure, Advance and Transfer (EAT) module of Public Financial management System (PFMS) for flow of funds so that effective monitoring of funds utilization can be done as per Rule 232 (v) of GFR 2017.
- vii. Utilization Certificates shall be submitted through PFMS in accordance with guidelines issued in this regard by CCA, Ministry of Agriculture and Farmers Welfare. It is to be noted that Utilization Certificate not supported by EAT module data is likely to be rejected and expenditure will not to be treated as regular.
13. Detailed Budget Heads with allocation is as under:

Sl.No	Major Head	Allocation BE 2019-20 (Rs. in lakh)
1	2403 O-E	70.00
	Grant –in-aid	1700.00
	PS	5.00
	Grant-in-aid Salary	130.00
	Total	1905.00
2	2552 (G)	3971.00
3	2552 (SCSP)	513.00
4	2552 (ST)	266.00
5	3601 (G)	29798.00
6	3601 (SCSP)	7000.00
7	3601 (ST)	3908.00
8	3602	102.00
9	3602 (SCSP)	23.00
10	3602 (ST)	12.00
	Total	47498

  
(Sourabh Bhattacharya)

Under Secretary to the Government of India

**Copy for information and necessary action to:**

1. Secretary, Deptt. of Agricultural Research and Education, and DG, ICAR
2. Director General, National Informatics Centre, CGO Complex, Lodi Road, New Delhi
3. Principal Secretary/Secretaries of Animal Husbandry, all States/UTs.
4. Commissioner/Secretary, Finance Department of all States/UTs
5. Chairman, National Dairy Development Board, Anand, Gujarat
6. Chairman, National Bank for Agriculture and Rural Development, Mumbai
7. Director, ICAR- Directorate of FMD, Mukhteshwar, Uttarakhand
8. Directors (AH&VS) of all States/UTs
9. Secretary, Veterinary Council of India, New Delhi
10. PPS to Secretary (AHD)
11. PPSs to AHC / JS (LH)/ JS (C&DD)/ JS (NLM)/ JS (Admn)
12. Principal Accounts Officer, Jeevan Tara Building, New Delhi
13. PAO (Secretariat), Room No. 35, Krishi Bhawan, New Delhi
14. US (Fin.)/AC (Budget)
15. Guard File

  
(Sourabh Bhattacharyya)

Under Secretary to the Government of India

सौरभ भट्टाचार्या  
SOUBH B HATTACHARYYA  
अधीक्षक सचिव, पशु सेवा विभाग  
कृषि विभाग, भारत सरकार, नई दिल्ली  
सूचना प्रौद्योगिकी विभाग, नई दिल्ली  
Ministry of Agriculture & Welfare  
पशु सेवा विभाग, नई दिल्ली  
D/o Animal Husbandry & Fisheries  
सूचना प्रौद्योगिकी विभाग, नई दिल्ली-110001  
Krishi Bhawan, New Delhi-110001





No. 5-1/2019-RKVY  
Government of India  
Ministry of Agriculture  
Department of Agriculture & Cooperation  
Rashtriya Krishi Vikas Yojana

Krishi Bhawan, New Delhi  
Dated the 5<sup>th</sup> April, 2019

To,

Agriculture Production Commissioner/  
Principal Secretary (Agriculture)/  
Commissioner & Secretary/Secretary (Agriculture)  
of all State/UT Governments.

**Sub:- Administrative Approval for the Rashtriya Krishi Vikas Yojana- Remunerative Approaches for Agriculture and Allied sector Rejuvenation (RKVY-RAFTAAR) for the year 2019-20 - regarding.**

Sir/Madam,

I am directed to convey Administrative Approval of Government of India to the implementation of Rashtriya Krishi Vikas Yojana- Remunerative Approaches for Agriculture and Allied sector Rejuvenation (RKVY-RAFTAAR) and Sub-Schemes in the States during 2019-20 with allocation of Rs.3800 Crore (Rupees Three Thousand Eight Hundred Crore Only) as per details given below:-

(Rs.in Crore)

Revenue Section Major Head	Plan	Non-Plan	Total
3601 - Grants-in-aid to State Governments	3144.80	-	3144.80
2552- North Eastern Areas	380.00	-	380.00
3602- Grants-in-aid to UTs (with legislature)	0.50	-	0.50
2401 - Crop Husbandry	274.70	-	274.70
	<b>3800.00</b>		<b>3800.00</b>

2. The funds will be released to the States for implementation of the projects approved by their SLSC under Normal RKVY and the sub-schemes of RKVY from funds available under MH-3601 and MH-2552. The funds will be released to Union Territories (without legislature) from MH-2401 and to Union Territories (with legislature) from MH-3602. The funds available under MH-2401 will also be released to other agencies to promote Innovation and Agri-entrepreneurship Development apart from UTs and Administrative expenses of RKVY at central level.
3. The sharing pattern of the allocation / release of funds will be on the ratio of 60:40 between Centre and States (90:10 in respect of North Eastern and Himalayan States). The allocation for UTs will be 100% grant.
4. 20% of the fund available under General component of MH-3601 and MH-2552 ie Rs.505.44 cr is earmarked for implementation of sub-schemes under RKVY-RAFTAAR during 2019-20. The allocations under different sub-schemes will be communicated separately as and when finalized.

Contd.....

- 2-
5. The concerned States will be responsible for allocation and monitoring of resources for SC/ST/Women beneficiaries and maintain database for the same as per extant guidelines for Normal RKVY and all Sub-Schemes.
6. States need to fulfill the following requirements during programme implementation.
- a. There should be no deviation from the components/guidelines, etc. stipulated in the administrative approval and operational guidelines of RKVY-RAFTAAR and its Sub-Schemes.
  - b. State Government / Nodal Department shall ensure that project details of all the project approved under the above RKVY-RAFTAAR and Sub-Schemes are entered in the RKVY Database & Management Information System (RDMIS) from time to time.
7. The State Governments are requested to furnish utilization certificates in the prescribed proforma (GFR - 19A) for the funds utilized upto 31.03.2019 to this Department immediately.
8. States and other Implementing Agencies may formulate their project proposals for approval of State Level Sanctioning Committee (SLSC), for release of funds after fulfilling stipulated conditions mentioned in RKVY-RAFTAAR guidelines.

Yours faithfully,

*Anand Krishan*  
5/4/2019  
(Anand Krishan)

Joint Director

Tel. No. 011-23782006

**Copy to:**

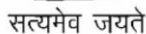
1. The Adviser (Agriculture), NITI Aayog, New Delhi.
2. The Adviser (State Plan), NITI Aayog, New Delhi.
3. The Adviser (FR), NITI Aayog, New Delhi.
4. The Pay & Accounts Officer, Ministry of Agriculture, Department of Agriculture & Cooperation, 16-Akbar Road Hutments, New Delhi.
5. The Principal Accounts Officer, Ministry of Agriculture, Department of Agriculture & Cooperation, 16-Akbar Road Hutments, New Delhi.
6. Secretary (Planning)/Secretary (Finance)/Director of Agriculture/Accountant General (A&C) of all State Governments.
7. Secretary, Department of Expenditure, North Block, New Delhi.
8. Joint Secretary (LH)/Joint Secretary (Fisheries)/Joint Secretary (DD)/Joint Secretary (PC), DAHD&F Krishi Bhawan, New Delhi.
9. Sr. PPS to Secretary (A&C)/PPS to AS (RKVY)/PS to Joint Secretary (RKVY).
10. Finance Division/Budget Section/Budget & Account Section of DAC.
11. Guard File.

*Anand Krishan*  
5/4/2019  
(Anand Krishan)

Joint Director

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## 1. Introduction

1.1 Rashtriya Krishi Vikas Yojana was initiated in 2007 as an umbrella scheme for ensuring holistic development of agriculture and allied sectors by allowing states to choose their own agriculture and allied sector development activities as per the district/state agriculture plan.

1.2 The scheme has come a long way since its inception and has been implemented across two plan periods (11<sup>th</sup> and 12<sup>th</sup>). During the XI Plan, an amount of Rs. 22,408.76 crore was released to States and 5768 projects were implemented. In the 12<sup>th</sup> plan Rs.31,488.44 crore was released and over 7600 projects were implemented in the sectors of crop development, horticulture, agricultural mechanization, natural resource management, marketing & post-harvest management, animal husbandry, dairy development, fisheries, extension etc. Till 2013-14, the scheme was implemented as an Additional Central Assistance (ACA) to State Plan Scheme with 100% central assistance. It was converted into a Centrally Sponsored Scheme in 2014-15 also with 100% central assistance. Since 2015-16, the funding pattern of the scheme has been altered in the ratio of 60:40 between Centre and States (90:10 for North Eastern States and Himalayan States). For

Union Territories the funding pattern is 100 % central grant.

1.3 Based on feedback received from States, experiences garnered during implementation in the 12<sup>th</sup> Plan and inputs provided by stakeholders, RKVY guidelines have been revamped as **RKVY – RAFTAAR - Remunerative Approaches for Agriculture and Allied sector Rejuvenation** to enhance efficiency, efficacy and inclusiveness of the programme for the remaining period of the Fourteenth Finance Commission.

## 2. Objectives of RKVY-RAFTAAR

2.1 RKVY-RAFTAAR aims at making farming a remunerative economic activity through strengthening the farmers' effort, risk mitigation and promoting agri-business entrepreneurship.

2.2 The main objectives of the scheme are-

- (i) To strengthen the farmers' efforts through creation of required pre and post-harvest agri-infrastructure that increases access to quality inputs, storage, market facilities etc. and enables farmers to make informed choices.
- (ii) To provide autonomy, flexibility to States to plan and execute schemes as per local/farmers' needs.

- (iii) To promote value chain addition linked production models that will help farmers increase their income as well as encourage production/productivity
- (iv) To mitigate risk of farmers with focus on additional income generation activities - like integrated farming, mushroom cultivation, bee keeping, aromatic plant cultivation, floriculture etc.
- (v) To attend national priorities through several sub-schemes.
- (vi) To empower youth through skill development, innovation and agri-entrepreneurship based agribusiness models that attract them to agriculture.

### **3. Eligibility Criteria and Inter State Allocation of Funds:**

**3.1** RKVY-RAFTAAR will continue to be implemented as a Centrally Sponsored Scheme in the ratio of 60: 40 (Government of India and State Share respectively) except in case of north eastern and hilly states where the sharing pattern is 90:10. For UTs the grant is 100% as Central share. The list of allied sectors as indicated by the erstwhile Planning Commission will be the basis for determining the sectoral expenditure, i.e., Crop Husbandry (including Horticulture), Animal Husbandry and Fisheries, Dairy Development, Agricultural Research and Education, Forestry

and Wildlife, Plantation and Agricultural Marketing, Food Storage and Warehousing, Soil and Water Conservation, Agricultural Financial Institutions, other Agricultural Programmes and Cooperation.

**3.2 Eligibility Criteria:** Since RKVY-RAFTAAR has now been recast as a Centrally Sponsored Scheme whereby States are contributing their share, all States / UTs will be eligible for funding under RKVY-RAFTAAR.

### **3.3 Criteria for interstate allocation:**

The quantum of assistance (or fund allocation) to the States will be in accordance with the parameters and respective weights as explained in **Appendix-A**. RKVY-RAFTAAR Funds will be made available to the States in two installments of 50% each. Inter-State allocation criteria will not be applied for providing funds under the sub-schemes of RKVY-RAFTAAR.

**3.4** Release of funds will be made to the State Governments, central government institutions, autonomous bodies, national/ international institutions based on the annual plans.

**4. Programme Components (Streams):** RKVY-RAFTAAR funds would be provided to the States as grant by the Central Government in the following streams.

**4.1 A. Regular RKVY-RAFTAAR -70% of annual outlay will be allocated among States as per criteria under following heads.**

- a. Infrastructure and assets- **50% (of 70%) of regular RKVY-RAFTAAR outlay**- pre-harvest infrastructure- 20%, post-harvest infrastructure- 30%
- b. Value addition linked production projects (agribusiness models) that provide assured/ additional income to farmers including Public Private Partnership for Integrated Agriculture Development (PPPIAD) projects- **30% (of 70%) of regular RKVY outlay.**
- c. Flexi funds- **20% (of 70%) of regular RKVY-RAFTAAR outlay.** States can use this fund for supporting any projects as per their local needs preferably for innovative activities in agriculture and allied sectors.

**4.1 B. RKVY-RAFTAAR special sub-schemes – 20% of total annual outlay -** based on national priorities as notified by Govt. of India from time to time for development of region and problem specific areas.

**4.1 C. Innovation and agri-entrepreneur development - 10% of annual outlay**-for encouraging innovation and agri-entrepreneurs through skill development and financial support. It will support incubatees, incubation

centers, KVKs, awards etc. These funds will be with Central Govt. (DAC&FW) including 2% of administrative costs at the Centre. **In case the funds are not utilized, they will be diverted to regular RKVY and sub-schemes.**

**4.2 A. Regular RKVY-RAFTAAR (Infrastructure / Assets):** Of the 70% outlay under this head States can utilize 20% of regular RKVY budget under this stream to establish pre-harvest infrastructure and utilize 30% budget to establish post-harvest infrastructure (indicative) in agriculture and allied sectors (total 50% of 70%). However, States are free to choose projects based on necessity at ground level. Projects under this stream will emanate from State Agriculture Infrastructure Development Programme (SAIDP) that states should prepare for the remaining period of the 14<sup>th</sup> Finance Commission. The details of activities that can be undertaken under this stream are given at **Appendix B.** While a number of infrastructure items are covered under Rural Infrastructure Development Fund (RIDF) and Viability Gap Funding (VGF) of the Ministry of Finance, RKVY funds should supplement those sources and not replace them. In any case, quantum of assistance under RKVY should not exceed assistance under VGF. Recurring expenditure



to the extent of human resources requirement on contractual basis and chemical components to run the testing labs will be allowed for three years subject to the condition that 2% administrative expenditure allowed under the scheme is exhausted beforehand. States need to provide justification for the same.

**4.2 B Regular RKVY-RAFTAAR - Value addition linked production projects (agribusiness models) that provide assured/ additional income to farmers:** Under this component i.e. 30% (of 70%) states can take up value added agribusiness projects that take care from production to marketing of any agriculture /allied sector activities that specifies end to end processes i.e. farm to markets with assured and additional income to the farmers. For example in rain fed areas where millets are the main crop, States can devise a model where farmers groups (Farmer Producer Organizations-FPOs) can be encouraged to grow millets under crop development scheme, Millets Development Directorate of Indian Council of Agriculture Research (ICAR) can provide technology for value addition (breakfast cereal, biscuits, noodles, pasta, rawa making machines etc) to the millet growers and companies like Britannia and ITC/ private individual entrepreneurs can be roped in for marketing

of the value added products. The guidelines of Private Public Partnership for Integrated Agriculture Development (PPP-IAD) provided (**Appendix-C**) under RKVY-RAFTAAR can be followed by states for developing these kind of projects that ensure definite additional income to farmers. States can consider the value chain models developed by the Indian Council of Agriculture Research (ICAR) under National Innovation Agriculture Projects (NIAP) for developing projects under this component. States can also dovetail schemes in value chain development. For example, production of cereals/ coarse cereals & millets/ horticulture crops could be encouraged under production oriented schemes like National Food Security Mission, Mission for Integrated Development of Horticulture etc. and the value addition, marketing component can be proposed under RKVY-RAFTAAR. Similar kind of dovetailing is suggested for other sector such as animal husbandry, fisheries, dairy, sericulture etc.

**4.2 C Regular RKVY-RAFTAAR-flexi funds:**

States are free to utilize these funds i.e.20% (of 70%) as per their local needs preferably for innovative activities in agriculture and allied sectors. An illustrative list regarding activities which may be taken up under production

component of this stream is given at **Appendix- D.**

#### **4.3 RKVY-RAFTAAR (Special Sub-**

**Schemes):** This will comprise of sub-schemes based on national priorities as notified by the Govt. of India from time to time. The inter-se allocation of funds across various components should suitably incentivize micro irrigation, post-harvest management and immediate attention to districts which are prone to drought and are predominantly rainfed. States that are moving towards liberalization and market reforms in agriculture including the adoption of the model APML Act, 2017 as well as removal of felling and transit restriction in agro forestry may be incentivized by giving priority to proposals from such States. In the event of Government of India not declaring any special sub-scheme in a year (or not continuing sub-schemes of previous years) or the aggregate amount earmarked for such special sub-schemes falling short of 20% of the RKVY-RAFTAAR budgetary allocation for the year, the remaining amount will be allocated to regular RKVY funds.

#### **4.4 Innovation and agri-entrepreneur development:**

- 1) This fund will be utilized for creating end to end solution for agri-entrepreneurs through

skill development and financial support for setting up agri-enterprises. The activities of the cell can be specified as follows:

- Support public/ private incubation centers - for infrastructure, mentoring of agri-entrepreneurs
- Support to public/private institutions (state, national, international) KVKs involved in agribusinesses training and skill development
- Financial support to incubatees / individual youth / farmers/ FPOs with innovative ideas for setting up of agri businesses that will benefit farmers-empowerment of small and medium Agri entrepreneurs
- Awards to entrepreneurs, holding competitions etc.

**4.5** Details of the innovation model along with its guidelines shall be issued separately. Administrative costs to the tune of 2% will be utilized for UTs budget, engagement of consultants, monitoring & evaluation activities, publicity activities, conducting studies. The amount will also be used for Information Education Communication (IEC) on various agri schemes for the benefit of farmers towards improvement of their production and income by States and the Government of India.

#### **4.6 Promotion of Farmer Producer Organizations (FPOs) under RKVY RAFTAAR:**

- (i) Guidelines: SFAC has been mandated by DAC & FW, Ministry of Agriculture & Farmers Welfare to support the State Governments in the promotion of FPOs. Guidelines for FPOs are placed on the website of RKVY and may be utilized to promote FPOs under all streams of RKVY-RAFTAAR.
- (ii) Formation: Formation of FPOs has been supported through the scheme “Vegetable Initiative for Urban Clusters (VIUC)” and Integrated Development of 60,000 Pulse Villages in Rainfed areas, whereby FPO projects has been taken up by some State Governments under general RKVY funds. Funds for formation and strengthening of FPOs & projects under FPOs may be taken up under RKVY –RAFTAAR for the period 2017-18 to 2019-20. However, no duplication with other schemes should be made.
- (iii) Subsidy: Subsidy pattern for FPOs should be as per the existing schemes and their norms.
- (iv) To enhance the farmer’s income, the FPOs having 500 or above number of farmers may be supported under RKVY-RAFTAAR. Further, FPOs may also be

promoted in the less populated areas/districts of the State.

#### **4.7 Cost Norm & Pattern of Assistance:**

Activities/components proposed under RKVY-RAFTAAR especially under Infrastructure & Assets stream are generally covered under various ongoing schemes / programmes of Central Government viz. Deptt. of Agriculture, Cooperation & Farmers Welfare, Deptt. of Animal Husbandry, Dairying & Fisheries, Deptt. of Land Resources, Ministry of Water Resources, Ministry of Food Processing Industries, Ministry of New & Renewable Energy, Ministry of Rural Development etc. Technical requirements / standards and financial norms (cost norms and pattern of assistance) etc. for these activities/components that have been specified in various schemes/programmes will also be applicable for RKVY-RAFTAAR. In the absence of such criterion in respect of any component in Central Plan Scheme, norms and conditions prescribed by respective State Governments for their schemes may be applied. In cases where no Central / State Govt. norms are available, a certificate of reasonableness of the proposed project cost along with reasons thereof will invariably be given by State Level Project Screening Committee (SLPSC) in each such case. For infrastructure and assets projects, 100% assistance is provided if these are in

public sector as also in the PPP mode. Otherwise for private sector infrastructure projects, the assistance is 50%. For production oriented components (either under value addition linked production or flexi funds), the assistance will continue to be 25% of the project cost under RKVY-RAFTAAR. States may refrain from undertaking activities/ components as illustrated in **Appendix- E**.

#### **4.8 District Agriculture Plans and State**

**Agriculture Plans(DAP/SAP):** Several States/UTs have already prepared comprehensive district and State agriculture plans for XII Plan, which should be revised and updated appropriately for implementing RKVY-RAFTAAR during currency of Fourteenth Finance Commission keeping in view modification proposed for the plan period and emerging needs of the State. DAP shall not be the usual aggregation of existing schemes but would aim at moving towards projecting the requirements for development of Agriculture and allied sectors of the district. These plans will present the vision for Agriculture and allied sectors within the overall development perspective of the district. DAP's would also present their financial requirements in addition to sources of financing the agriculture development plans in a comprehensive way. DAP will include

animal husbandry and fishery development, minor irrigation projects, rural development works, agricultural marketing schemes and etc. keeping in view the natural resources and technological possibilities in each district. District level potential linked credit plans (PLP) already prepared by the National Bank for Agriculture and Rural Development (NABARD) and Strategic Research and Extension Plans (SREP) developed under the Agricultural Technology Management Agency (ATMA) etc. may be referred for revision of DAPs. It should also be ensured that the strategies for convergences with other programmes as well as the role assigned to the Panchayati Raj Institutions (PRIs) are appropriately incorporated in DAPs. States may also engage consultants/consulting agencies to revise / update DAPs and SAP.

**4.9** Each State will also have a comprehensive State Agricultural Plan (SAP) for the remaining period of the Fourteenth Finance Commission by integrating the District Plans. SAPs will invariably have to indicate resources that can flow from the State to the districts.

**4.10** Several States/UTs have already prepared comprehensive district and State agriculture plans for XI & XII Plans, which should be revised and updated appropriately for implementing RKVY-RAFTAAR during 2017-18 to 2019-20 keeping in view

modification proposed for the period and emerging needs of the State.

**4.11** Revision and updating of SAPs could be a two-way process. Firstly, State nodal department (or Agriculture Department) could get DAPs revised in the first instance to ensure that priorities of the State are properly covered in the district plans. States should, at this stage of scrutiny, ensure that requirements of districts and priorities of the State are appropriately captured and aligned in DAPs. Alternately, State Nodal Agency could communicate to the districts in the first instance, the State's priorities that ought to be reflected in the respective district plans and the districts may incorporate these in their updated district plans.

**4.12** Preparation/revision of the DAPs is an elaborate, exhaustive and iterative process and care needs be taken by the State nodal department and district agriculture department in ensuring that these plans cover the entire gamut of agriculture & allied sectors.

**4.13 State Agriculture Infrastructure Development Programme (SAIDP):** Each State will be required to prepare a SAIDP in a manner similar to that of DAPs and SAPs for identifying a shelf of projects for RKVY-RAFTAAR (Infrastructure & Assets) stream. SAIDP should ideally be a consolidation of

requirement of infrastructure identified in DAPs and SAP.

**4.14** State Planning Department will provide revised/updated SAP and SAIDP to Department of Agriculture (DAC) and Niti Aayog as a part of the State's annual State Plan exercise.

## **5. Project Screening and Approval Committees:**

**5.1 State Level Project Screening Committee (SLPSC):** A State Level Project Screening Committee (SLPSC) will be constituted by each State for screening RKVY-RAFTAAR project proposals, which will be headed by the Agriculture Production Commissioner or any other officer nominated by the Chief Secretary. Other members of the SLPSC would be decided by the State Chief Secretary. SLPSC will screen all project proposals for ensuring conformity with RKVY-RAFTAAR guidelines and that they flow from SAP/DAP/ SAIDP besides being consistent with technical requirements / standards and financial norms (cost norms and pattern of assistance) etc. in respect of components that have been specified in relevant Central Government/State Government schemes.

**5.2** SLPSC will also screen all Detailed Project Reports (DPRs) prepared by various

departments for their suitability, linkage to SAP, DAP and SAIDP and its adherence to the RKVY-RAFTAAR guidelines. Before recommending projects to SLSC, SLPSC will further examine and ensure that –

- Funds available under other schemes of the State Government and / or Government of India for the proposed projects have been accessed and utilized before projects are brought under the RKVY-RAFTAAR umbrella;
- RKVY-RAFTAAR projects/activities should not create any duplication or overlapping of assistance /area coverage vis-à-vis other schemes/programmes of State/Central Government;
- RKVY-RAFTAAR funds are not being proposed as additional or ‘top-up’ subsidy to other ongoing schemes/programmes of State/Central Government;
- At least 25% of the total value of projects have emanated from Comprehensive District Agriculture Plan (CDAP) and have been approved by the District level Panchayati Raj Institutions (PRIs) so that field level gaps are correctly addressed;
- State Agriculture Infrastructure Development Programme (SAIDP) has been prepared; detailed project reports (DPRs) include provision for monitoring and evaluation;

- For research projects proposed under RKVY-RAFTAAR, clearance of Indian Council of Agriculture Research (ICAR) has been obtained; for animal husbandry projects Department of Animal Husbandry, Dairying & Fisheries, has agreed;
- Convergence with other State/Central Schemes has been attempted;
- Recommended projects ensure adequate allocation to allied sectors including Farmer Producer Organizations (FPO) and projects on PPP mode should also be promoted and established.

### 5.3 State Level Sanctioning Committee

**(SLSC):** A State Level Sanctioning Committee (SLSC) headed by the Chief Secretary of the State is vested with the authority to sanction specific projects recommended by the SLPSC under each stream of RKVY-RAFTAAR in a meeting attended by representatives of the Government of India also. SLSC will comprise of all Departmental Heads, Directors of concerned Directorates, State Agriculture University (SAU), with Secretary (Agriculture) as the Member Secretary and representatives of NITI Aayog, Department of Agriculture, Cooperation & Farmers Welfare, Department of Animal Husbandry, Dairying & Fisheries, etc. The composition of SLSC is at **Appendix-**



**G.** The quorum for SLSC meetings would not be complete without the presence of at least one representative from the Government of India. SLSC will normally approve projects equal to the amount of allocation of the State under RKVY-RAFTAAR. Under no circumstance, will SLSC approve projects for more than 150% of the allocation of the State under RKVY-RAFTAAR for funding in a year (also taking into account cost to be incurred in the year concerned for multi-year infrastructure projects). In case projects with outlay higher than the allocation of the State are approved by SLSC, priority will be indicated in the Minutes of the SLSC meeting *inter-alia* specifying costs and physical & financial targets that will be taken up for implementation during the year limited to the ceiling of total allocation of funds to the State for the year. In case of projects having implementation period spanning more than one financial year, year-wise phasing of expenditure and targets/milestones to be achieved will be specifically mentioned in the minutes of the SLSC meetings. A summary of projects approved by SLSC should be given by the State in the format as at **Appendix-I**

**5.4** SLSC will also be responsible for proper implementation and monitoring of each project sanctioned by it under each stream of RKVY-

RAFTAAR; Reviewing implementation of the schemes' objectives and ensure that the projects/schemes are implemented in accordance with the guidelines laid down; Ensuring that no duplication of efforts or resources takes place; Initiating evaluation studies from time to time, as may be required. It will also be the responsibility of SLSC to ensure that all extant procedures and instructions of the Government of India besides the RKVY-RAFTAAR scheme guidelines are followed so that the expenditure incurred on implementation of the projects is the barest minimum with due concern for economy in expenditure and also in conformity with the canons of financial propriety, transparency and probity.

**5.5** It will also be the responsibility of SLSC to ensure that while selecting beneficiaries under any project of RKVY-RAFTAAR, adequate coverage of small and marginal farmers, Scheduled Castes, Scheduled Tribes and women and other weaker segments of society is ensured so that the benefits of implementation of a particular project or the scheme as a whole accrue to the intended beneficiaries in accordance with guidelines and policies of the Government. Since the Scheduled Caste Sub Plan (SCSP) and Tribal Sub Plan (TSP) have been included from 2017-

18, States are mandated to ensure that benefits of the scheme go to the intended beneficiaries. In addition, SLSC shall also ensure that Farmer Producer Organizations (FPO) are given desirable support in RKVY projects. SLSC shall meet as often as required but shall meet at least once in a quarter.

## **6 Preparation & Sanctioning of Projects:**

### **6.1 Detailed Project Reports (DPRs): RKVY-**

RAFTAAR is a project-based scheme. Thus, Detailed Project Reports (DPRs) shall have to be prepared in the format provided to the states (**Appendix-F**) for each of the RKVY projects incorporating all essential details i.e. feasibility studies, competencies of the implementing agencies, anticipated benefits (outputs/outcomes) that will flow to the farmers/ State, definite time-lines for implementation etc. In case of large projects costing more than Rs. 25 crore, DPRs should be subjected to third party 'techno-financial evaluation' and circulated well in advance to concerned Central Ministries for obtaining comments/observations.

**6.2** DPRs for all projects relating to agriculture, animal husbandry, dairying and fisheries etc., should certify that there would be no duplication of funding and/or taking up similar activities as in other Plan schemes of Central/State Government. DPRs should

clearly indicate the year-wise physical & financial targets proposed under each project. It will be permissible for the States to initiate specific projects with definite time-lines, and clear objectives for Agriculture and allied sectors excluding forestry and wild life, and plantations (i.e., Coffee, Tea and Rubber). Farmer-centric activities in the forestry sector may be taken up after the consent of the centre.

**6.3** Agriculture Department, the Nodal Department at the State level will place RKVY-RAFTAAR project proposals before the State Level Project Screening Committee (SLPSC) which shall, after due consideration, place appropriate and adequately scrutinized project proposals before the State Level Sanctioning Committee (SLSC) for approval.

## **7. Planning & Implementation of RKVY-**

**RAFTAAR:** Agriculture Department of the State shall be the nodal department for the implementation of the scheme. For administrative convenience and ease of implementation, State governments may identify, or create an exclusive agency for implementing the scheme on a fast-track basis. Even where such an Agency is created/designated, the entire responsibility of ensuring proper implementation of RKVY-RAFTAAR rests with the Agriculture

Department of the State. In a situation where the States notify a Nodal agency, the costs of running the agency, will have to be met from within the 2% limit of allocation under RKVY-RAFTAAR (excluding special schemes) States may supplement any administrative expenditure in excess of the 2% limit, from their own resources.

**7.1** The Agriculture Department / nodal agency will be responsible for the following:-

- Preparing State Agriculture Plan (SAP) & State Agriculture Infrastructure Development Programme (SAIDP) and ensuring the preparation of the District Agriculture Plans (DAPs).
- Effective coordination preparation and appraisal of projects, implementing, monitoring, and evaluation with various Departments and implementing Agencies.
- Management of funds received from the Central, and State Governments and disbursement of the funds to the implementing agencies.
- Furnishing of utilization certificates and quarterly physical & financial progress reports to the Department of Agriculture, Cooperation & Farmers Welfare. Effectively utilizing and regularly updating web enabled IT based RKVY Management Information System (RKVY-MIS).

**7.2** The State Level Nodal Agency will forward SLSC meeting notice along with agenda and project details to Department of Agriculture, Cooperation & Farmers Welfare (DAC&FW) so as to reach at least 20 days prior to the meeting of SLSC to enable Government of India's representatives to prepare in advance and to participate meaningfully in the SLSC meeting. Once the agenda is received in DAC&FW, states need to present the project proposals in the meeting conducted by DAC&FW for finalization of comments prior to SLSC. During SLSC meeting, the Chairman should take the comments of DAC&FW into consideration before approving/modifying/ rejecting projects. Once the projects are sanctioned by SLSC, DAC&FW will release funds to the State Government only. As envisaged in National Policy for Farmers (2007) (para 11-viii), Panchayati Raj Institutions (PRI) should be actively involved in implementation of RKVY especially in selection of beneficiaries, conducting social audit etc. Recommended activity mapping for effective devolution of funds, functions and functionaries to Panchayati Raj Institutions (PRIs) is at **Appendix- J.**

**8. Release of Funds:** 50% of the RKVY-RAFTAAR annual allocation will be released

as first installment to the State, upon the receipt of the minutes of SLSC approving implementation of new projects and/or continuation of ongoing projects during the current financial year along with lists of projects approved and their entry in RKVY Database (RDMIS). In case, total cost of approved projects is less than the annual outlay, funds to the tune of 50% of approved project cost will be released. Release of the second and final installment of 50% would be considered on fulfillment of the following conditions:

- a) 100% Utilization Certificates (UCs) for the funds released upto the previous financial year;*
- b) Expenditure of at least 60% of funds released in the first installment during the current year; and*
- c) Submission of performance report in terms of physical and financial achievements as well as outcomes, on a quarterly basis, within the stipulated time frame in the specified format. Entry of physical & financial progress in RDMIS is also a must.*

If a State fails to submit these documents within a reasonable period of time, the balance funds may be re-allocated to better performing States. The Nodal Agency shall ensure that Project-wise accounts are maintained by the Implementing Agencies and are subjected to the normal process of

Statutory Audit. Likewise, an inventory of the assets created under RKVY-RAFTAAR Projects should be carefully maintained and assets that are no longer required should be transferred to the Nodal Department, for its use and redeployment where possible. Central assistance will be released as per the approved mechanism of the Ministry of Finance. Nodal Agency/Department should ensure that the Central Assistance released under the Scheme is utilized in accordance with the approved State and District Plans. Since the amounts of the second and final installment of the allocation will depend upon the progress of utilization of funds, States should ensure that funds released are utilized promptly and properly and progress reports are sent to DAC&FW at the earliest. Non-utilization of central assistance will hinder further release of funds. The format for Utilization Certificate is at **Appendix- H**.

**9. Administrative Expenses & Contingencies:** The State is permitted to use upto 2% of its total RKVY-RAFTAAR funds (excluding funds allocated under RKVY sub-schemes) for incurring administrative expenditure that includes payment to consultants, recurring expenses of various kinds, staff costs, etc. However, no permanent employment can be created nor can vehicles

be purchased. DAC&FW may retain a proportion of 2% of the RKVY-RAFTAAR funds (including RKVY sub-schemes) at the Central level for releasing grants in aid to UTs, engagement of consultants, monitoring and evaluation activities, publicity, conducting studies and Information Education Communication on various schemes. The Nodal Agency is authorized to hire consultants/consulting agencies to prepare DPRs and up to 5% of the funds in the stream can be utilized for the preparation of DPRs.

**10. Timelines: As far as possible, the following timelines shall be adhered to by the Centre and States.**

- Project Screening By SLPSC – December
- SLSC Agenda to be sent to RKVY Division in DAC&FW - 1<sup>st</sup> Week of January
- A meeting in DAC&FW prior to SLSC meeting to discuss Agenda/project proposal of Individual States - January and February
- Intimation of Ministry's Comments To States –February
- SLSC Meeting- First Week of March
- SLSC Minutes to RKVY Division- Last Week of March
- 1<sup>st</sup> instalment Releases- April-May
- UCs, progress report submission, MIS updation- end of September-October
- 2<sup>nd</sup> instalment release - October onwards.

**11. Monitoring & Evaluation:**

**a. RKVY-Management Information System**

**(RKVY-MIS):** DAC&FW has put in place a web-based Management Information System (MIS) for RKVY to collect essential information related to each project. States will be responsible for timely submission/updating project data online in the system (preferably on a fortnightly basis), which has been designed to provide current and authenticated data on outputs, outcome and contribution of RKVY projects in the public domain (<http://www.rkvy.nic.in>). As RKVY-MIS report shall be the basis of 'on-line monitoring' and judging 'Inter-State performance', States may establish a dedicated RKVY-MIS cell for this purpose.

- b.** Geotagging of assets initiated in 2016-17 is to be continued and states should geotag assets at the beginning, middle and completion of the asset creation. Twenty five percent (25%) of the projects sanctioned by the State each year under regular RKVY-RAFTAAR and its Sub-schemes shall have to be compulsorily taken up for third party monitoring and evaluation by the implementing States. Action plan for monitoring and evaluation will be decided by the SLSC every year in its first meeting based on project cost, importance of the project etc. preferably covering all sectors. The State Government will be free to choose

any reputed agencies for conducting the monitoring and evaluation work in their States. Requisite fees/cost towards monitoring & evaluation will be met by the State Government from the 2% allocation retained by them for administrative expenses. At Government of India Level, Department of Agriculture, Cooperation & Farmers Welfare will conduct concurrent evaluation, mid-term and end-term evaluation of the scheme by a suitable 3<sup>rd</sup> party. The performance of the States will be reflected in the Outcome Budget document of this Ministry. Provision for Project Management teams consisting of consultants, technical assistants at the centre, state and district levels for monitoring of projects can be done from 2% RKVY-RAFTAAR administrative expenses funds.

- 12. Convergence:** Since RKVY-RAFTAAR is mandated to fill the gaps wherever existing in the field, it is essential to encourage convergence with schemes like Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS), Swarnajayanti Gram Swarojgar Yojana (SGSY) and Backward Regions Grant Fund (BRGF). States shall also

ensure convergence with other Central Schemes of Ministry of Agriculture & Farmers Welfare (e.g. Department of Agriculture, Cooperation & Farmers Welfare and Department of Animal Husbandry, Dairying and Fisheries & Department of Agriculture Research & Education) and other relevant Ministries/Departments viz., Ministry of Food Processing Industries, Ministry of New and Renewable Energy, Department of Land Resources, Ministry of Rural Development, Ministry of Water Resources etc. Ministry of Panchayati Raj shall also be appropriately consulted for ensuring that local/Panchayat level requirements are adequately addressed in District Development Plans.

**13. Changes in the RKVY-RAFTAAR:**

Department of Agriculture, Cooperation & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Govt. of India may effect changes in the RKVY-RAFTAAR guidelines, other than those affecting the financing pattern as the scheme evolves, whenever such changes are considered necessary.

- 14.** These guidelines are applicable to all the States and Union Territories.



**Inter State Allocation of the funds under RKVY-RAFTAAR**

Inter-State allocation of RKVY-RAFTAAR funds will be based on the following parameters and weights:

<b>Sl. No.</b>	<b>Criteria/Parameters</b>	<b>Weightage</b>
1	<i>Percentage share of net un-irrigated area in a State to the net un-irrigated area of all States.</i>	<b>15%</b>
2	<i>Percentage of small and marginal farmers in the state compared to total number of small and marginal farmers in the country.</i>	<b>20%</b>
3	<i>Moving averages of the increase in plan expenditure in agriculture &amp; allied sectors including animal husbandry, fisheries etc. in the previous 3 year period.</i>	<b>30%</b>
4	<i>Average Gross State Value Added (GSVA) in agriculture and allied sectors in the last 3 years.</i>	<b>20%</b>
5	<i>Percentage of youth population in the state compared to total youth in the country.</i>	<b>5%</b>
6	<i>Inverse of Yield gap between state average yield and potential yields as indicated in the frontline demonstration data.</i>	<b>10%</b>

2.0 Ministry of Agriculture & Farmers Welfare could modify above criteria/weights depending upon new parameters becoming relevant in future.

3.0 Expenditure which should be excluded for the purpose of parameter No. 3 concerning expenditure on agriculture and allied sectors are:

- (a) *Expenditure on output subsidies such as that relating to food subsidy, subsidy for procurement of milk, bonus on procurement of food grains and other crops, etc.;*
- (b) *Expenditure on Civil Supplies and Public Distribution System. However, expenditure on creation of storage and warehouse for agriculture purposes will be considered for the purpose of Parameter 3;*
- (c) *Expenditure on interest subvention, electricity or diesel subsidy etc.;*
- (d) *Debt relief or other one time relief to farmers;*
- (e) *Irrigation except as included in para-4 c below.*

4.0 Certain expenditure which is directly related to the development of agriculture sectors may be allowed in the expenditure on agriculture and allied sectors for the purpose of Parameter 3;

- a) Expenditure on watershed development including State's share on Integrated Watershed Management Programme (IWMP);*
- b) Plan and non-plan expenditure on agriculture and allied sectors;*
- c) Plan expenditure on Minor Irrigation & Command Area Development; and*
- d) Expenditure incurred on agriculture and allied sectors out of the funds devolved for the decentralized district planning units or to the autonomous regional/sub-regional development councils set by the States such as Bodoland Territorial Council, etc.*

### Illustrative List of Projects that can be funded under RKVY-RAFTAAR (Infrastructure & Assets)

Sl. No	SECTOR	DESCRIPTION OF INFRASTRUCTURE
1.	Horticulture	Nurseries
		Tissue Culture Labs/Units
		Creation of water resources (Community tanks/Farm ponds/on farm water resources with plastic/RCC lining/water storage structures)
		Creation of value resources and protected cultivation (Green House/ Poly House/Shade Net House infrastructures)
		Sanitary and phyto sanitary infrastructure
		INM/IPM infrastructure such as Disease Forecasting Units, Plant Health Clinics, Leaf/Tissue Analysis labs, Bio-control laboratories
		Certification of Gap (Good Agricultural Practices) including infrastructure
		Vermi compost units
		Controlled atmosphere storage, staging cold room
		Cold storage/pre cooling/refrigerated van, cold chain infrastructure
		Ripening/Curing chamber
		Evaporative/low energy cool chamber (8 MT)
		Primary/minimal processing units
		Terminal/wholesale/Rural market
		Functional infrastructure for collection, sorting, grading, packing etc.
		Preservation Units (low cost), Warehouse
		Low cost Onion/Garlic storage, Pusa zero energy cool chamber
		Horticulture mechanization ( Tractor & Power tillers are not allowed)
		Marketing infrastructure for horticulture produce
		Pack house, Reefer Vans
		Infrastructure related to Horticulture produce processing as per Ministry of Food Processing Industries (MoFPI) guidelines.
2.	Natural Resources Management	Soil & Water conservation activities (Terracing, Gully Control Measures, Spill Ways, Check Dams, Spurs, Diversion Drains, Protection Walls etc.)
		Reclamation of problem Soils (Acid/Alkali/Saline/Ravine/Water logged).
3.	Pest Management & Pesticide quality control	Labs for production of bio-control agents
		State Pesticide Residue Testing Labs
		State Pesticide Testing Labs
		Bio-Pesticide Testing Labs
		Seed Treatment drums & chemicals
4.	Soil Nutrient Management	Setting up of new soil testing laboratories.
		Strengthening of existing soil test laboratories with micro-nutrient testing facilities.
	Fertilizers	Setting up of new fertilizer Quality control Laboratories (FQCLs).

		Strengthening of existing FQCLs.
	Bio Fertilizers/Organic Farming	Setting up of State of art liquid/carrier based Bio fertilizer/Bio pesticide units;
		Setting up of Bio-fertilizers & Organic Fertilizer Quality Control labs (BOQCL)
		Strengthening of BOQCL.
		Setting up of mechanized Fruit/Vegetable market waste/Agro waste compost production unit.
		Setting up of Input production unit.
		Promotion of Organic Inputs on farmer's field (Manure, Vermi- compost, Bio- fertilizers, Liquid/Solid, Waste Compost, Harbal extracts etc).
	Integrated Manure Management	Liquid Bio-fertilizer consortia (Nitrogen fixing/phosphate solubilizing/potassium mobilizing bio- fertilizer).
		Liquid Bio-pesticides (Tricghoderma viridae, Pseudomonas, Fluorescence, Matarhizium, Beaviourie bassiana, Pacelomyces, verticillium).
		Phopphate Rich Organic Manure (PROM).
		Vermi- compost
5.	Animal Husbandry	Semen collection and Artificial Insemination(AI) Units/Production Center
		Breeding farms
		Dispensaries/Hospitals for treatment of Animals
		Vaccine Production Unit
		Diagnosis Labs, including Mobile Units
		Animal Ambulance
		Cold Chain for storing and transportation of frozen Semen
		Tractor fitted with Fodder Block Machine
		Carcass rendering Plant to collect the fallen animals for processing/utilization in scientific manner
		Modernization of animal slaughter houses* and markets for livestock /livestock products
		Establish/Strengthening of Cold Chain Infrastructure for storage of Veterinary Biological.
		Establishment/Strengthening of Check post/Quarantine camps for restriction of animal movement, strengthening of animal disease reporting system.
	Dairy	Milk Collection Centers and Infrastructure :
		Purchase of milking machines ( single/double bucket)
		Setting up of milk chilling/bulk milk cooling centres (BMC) along with automatic milk collection units (AMC)
		Setting up/modernization/strengthening of milk processing units

		Strengthening /expansion of cold storage facility for milk and milk product
		Purchase of insulated/refrigerated transport vehicles
		Setting up of milk parlor/milk booth
		Strengthening of lab facility in milk chilling/milk processing unit
		Establishment of cattle feed storage godown
		Establishment/strengthening of cattle feed plant
		Establishment of cattle shed for milch animals
		Setting /strengthening of ETP at milk chilling/milk processing unit
	Fisheries	Fish Ponds/Reservoirs
		Fish seed Hatcheries
		Marketing infrastructure
		Mobile Transport/Refrigerated vans
		Cold Storage & Ice Plants
6.	Marketing and Post-Harvest	Fruits & Vegetable Markets/Distribution Centres
		Market Infrastructural Facilities, including Agricultural Produce Market Committees (APMC)
		Construction of Specialized Storage Facilities like Onion Storage Godowns
		Electronic Trading including Spot and Futures Markets and E-auctioning
		Farmers Service Centres
		Food Grain Procurement Centres
		E-Kisan Bhawans / Internet Kiosks
		Grading including grading line
		Quality Control
		Packing
7.	Seeds	Seed Testing Labs
		Seed Processing Facilities
		Seed Storage Godowns including Dehumidified Refrigerated Seed Storage Godowns
		Seed Certification Agencies and Certification Infrastructure
		Seed Multiplication Farms
8.	Agriculture Mechanization	Custom Hiring Centers for Agricultural Equipment
		Agriculture Machines Testing Centers
		Establishment of Hi-tech hubs for Custom Hiring.
		Establishment of Post-Harvest Technology Units for Primary Processing and Value Addition.
		Use of Solar Energy in Agriculture i.e. Solar pump sets, Solar dryers, solar energy in green house etc.
		Development of Modern Farms of agricultural mechanization at Govt./SAUs level for demonstration
		Training, Demonstration, Distribution of agricultural machinery and

		establishment of custom hiring centers for Straw Management.
9.	Agricultural Extension	Kisan Call Centres
		ATMA Infrastructure at State, District and Block level as per following details:
		1. State Level: Support for creating essential infrastructure at State Agriculture Management Extension Training Institutes (SAMETIs).
		2. District level: Support for creating separate building for District ATMA to operate extension related activities within the district effectively.
		3. Block level: Support for creating essential infrastructure for the Block ATMA cell for convening regular meetings of BTT, BFAC and offices for BTMs/ATMs.
		Knowledge / Technology Resource Centres
		Community Radio Station (CRS)
		SAMETI Infrastructure
		Skill Development in Agriculture: Organization of National Skills Qualifications Framework (NSQF) compliance Skill Development courses developed by Agriculture Skill Council of India (ASCI), of minimum 200 hrs duration for fresh entrant, Reskilling courses and assessment of candidates through Recognition of Prior Learning (RPL) process prescribed by Ministry of Skill Development & Entrepreneurship (MSDE) / ASCI for the farmers, farm women, Rural youth. These courses are to be organized by institutes of DAC & FW, DAHD & F, ICAR institutes, SAUs, KVKs and SAMETIs and institutes under State Agriculture & allied Departments. Funding for organization of Skill Development workshops, bringing out of short films/ media publicity for promotion of skill development, carrying out of skill gap analysis study, impact analysis study and handholding support etc.
10.	Credit & Cooperation	Use of Aerial Vehicle (UAV/DRONE) for assessment of cropped area, crop losses, crop health monitoring etc.
		Set up and maintenance of Automatic Weather Stations (AWSs)/ Automatic Rain Gauge Stations (ARGs) for Pradhan Mantri Fasal Bima Yojana (PMFBY)/Restructured Weather Based Crop Insurance Scheme (RWBCIS).
11.	Agriculture Research	Research Infrastructure
		Strengthening of KrishiVigyan Kendras (KVKs)
12.	Minor / Micro Irrigation	Shallow Wells & Dug Wells
		Tube Wells ( <i>except in dark/grey /critical zone identified by Central Ground Water Board</i> )
		Percolation & Minor Irrigation Tanks
		Farm Ponds
		Field channel
		Piped Water Conveyance System
13.	Fodder & Feed	Infrastructure for sapling / slice of Fodder yielding plants / grasses.



	Strengthening & Development of Infrastructure of State/ Milk Federation/ SAUs/ Veterinary University Farms for fodder seeds & fodder production, training & demonstration
	Infrastructure for Fodder Demonstrations for Livestock based farming system approach
	Establishment of Silage making units
	Fodder Blocks making unit with Fortified Maize Stovers/ paddy straw
	Bailing machines for harvested crops / plant residues
	Hand driven chaff cutters
	Power/diesel/solar driven chaff cutters
	Strengthening & Development of Infrastructure of State / Milk Federation/ SAUs/ Veterinary University Farms for fodder seeds & fodder production, training & demonstration
	Infrastructure for Azolla production
	Setting up of Fodder Banks/ depots and silos
	Rejuvenation for Forage production from Wasteland/ Gauchar/ Rangeland/ grassland / non-arable land / Rivers basin, drainage line, degraded mining land, watershed catchments area / canal embankments / Forest fringe involving NGOs/ private players/Sheep /Goat Societies
	Infrastructure for hydroponic fodder as commercial activity
	By –Pass Protein Production Unit
	Setting up of high capacity Fodder Block Making & enrichment units, tractor mountable Fodder Block Making units/ Hey Bailing Machine/ Straw Reaper/ Forage Harvester Reaper.
	Infrastructure for area specific mineral mixture plants/units
	Feed making and processing units
	Feed pelleting units,
	Infrastructure for establishment modernization of Feed testing laborator
	Modernization of feed making and processing units.

\*Extant norms of Ministry of Food Processing Industries, Govt. of India / Dept. of Animal Husbandry, Dairying & Fisheries, Ministry of Agriculture, Govt. of India will apply.

**Note:**

1. The above illustrative list of projects is indicative and not exhaustive.
2. Food processing units, especially those industries which get assistance under various schemes of the MoFPI, should not be eligible for assistance under RKVY.
3. State specific research projects through SAUs/ICARs in any area of agriculture and allied sectors may be undertaken under Production Growth stream only.
4. Infrastructure and Assets stream emphasizes promoting group approach for subsidies. Accordingly, level of subsidies in the case of unspecified projects should be kept to the minimum for higher coverage of beneficiaries/ areas.
5. State should form of stakeholders' groups/organizations involving them in planning, execution and future maintenance of the created assets.

## Framework for supporting Public Private Partnership for Integrated Agriculture Development (PPPIAD) under RKVY-RAFTAAR

*A Scheme for facilitating large scale integrated projects, led by private sector players in the agriculture and allied sectors, with a view to aggregating farmers, providing additional income to farmers and integrating the agricultural supply chain, with financial assistance through RKVY-RAFTAAR under the direct supervision of State Governments, supported by National Level Agencies.*

### Background and Rationale

The agricultural produce landscape in India is undergoing significant and rapid change. This is primarily led by changing consumer demand preferences, as rising incomes rearrange the contents of the household food basket in both urban and rural India. Concern for food safety, traceability and assured year-round availability of quality agri produce at reasonable prices are demands which have emerged at the top of the supply chain. Organized retail is doubling its share every three years or so and is likely to play an increasingly important role in influencing the nature of agricultural markets in the coming decade. Traditional production and supply arrangements are unlikely to prove adequate in meeting the challenges posed by these two major developments.

Agriculture GDP is heavily weighted in favour of high value produce like horticulture, animal husbandry, dairy, poultry and fish products. Recent evidence suggests that this segment is increasingly favoured by small and marginal producers as it is labour intensive, offers quicker returns and can engage a higher proportion of women (especially dairy activities). Thus there appears to be immense potential to leverage high returns from non-cereal sub sectors, especially for small producers. This fits well with the vision of Hon'ble Prime Minister for doubling of farmers' income by 2022.

However, several hurdles need to be overcome to reach these highly desirable goals. For one, 85% of operational land holdings in the country are now marginal or small and unless there is urgent intervention in aggregating producers through farmer's institutions, we are unlikely to achieve scale in production and leverage it to the advantage of all stakeholders, especially primary producers. The fragmented agricultural marketing value chain and the large number of intermediaries is another major constraint, leading to wastage, low returns to producers and volatility in availability and prices at the consumer end. Estimates of the wastage of perishable such as fruits and vegetables range from 18-40% but they are undeniably too high and penalize both producers and consumers. The example of AMUL in milk demonstrates the benefits of value chain integration in agricultural produce. Yet, an efficient supply chain for cereals, perishables and other high value agricultural produce is unlikely to materialize unless there is parallel investment in aggregating farmers and farm produce at the bottom end, and strong and direct linkages are created between producers and market players, both for retailing raw produce and processed food.

Finally, the growing demand for quality agricultural products creates an opportunity to reduce risk in agriculture through the integration of producers on the one hand and retailers and processors on the other. While production and price risks are the most obvious areas of attention, the potential to create partnerships between farmer's groups and market players also opens up better links with input suppliers, financial institutions and research bodies. This convergence can lead to better targeting of government expenditures on agricultural subsidies and achieve better outcomes for public policy. Overall, a

collaborative effort between the government, farmers and corporates in agriculture is likely to raise the rate of agricultural GDP growth, thereby directly impacting rural poverty.

In the above scenario, RKVY-RAFTAAR is likely to be a major window of funding during the remaining period of Fourteenth Finance Commission (FFC) (2017-18 to 2019-20) to support integrated agriculture and allied sector projects. However, there were challenges of limitation of technical, administrative and financial capacity at the state level to absorb the growing level of funding support under RKVY. Project monitoring and assessing project outcomes were also areas requiring strengthening. PPPIAD was conceived of as an alternative mode of implementation under RKVY during 12<sup>th</sup> plan period, using the technical and managerial capabilities of the private sector in combination with public funding, to achieve integrated and sustainable outcomes, as also to achieve value chain integration and additional private investment in agriculture and is proposed to be implemented under RKVY-RAFTAAR during 2017-18 to 2019-20.

### **Main features of PPPIAD**

- Corporates to propose integrated agricultural development projects across the spectrum of agriculture and allied sectors, taking responsibility for delivering all the interventions through a single window. Each project to target at least 500 and above number of farmers, spread over the project life.
- Complete flexibility in design, but ensuring an integrated value chain approach, covering all aspects from production to marketing. Projects can span 2-3 years.
- Average investment per farmer during project must be quantified, though an average of Rs. 1.00 lakh per farmer will be a desirable benchmark. Government support will be restricted to 50% of the overall per farmer investment proposed, with a ceiling of Rs. 50,000 per farmer through the project cycle. The remaining investment will be arranged by the corporate through institutional financing and its own and farmer contributions. All subsidies will be directly routed to farmers or reimbursed to project leaders after verification of asset distribution to farmers.
- Key interventions which must feature in each project are: a) mobilizing farmers into producer groups and registering them in an appropriate legal form or creating informal groups as may be appropriate to the area and Project (joint stock or producer companies, cooperatives, self-help group federations etc.); b) technology infusion; c) value addition; d) marketing solutions; e) project management.
- Financial assistance will be provided by State Governments directly to corporates through the RKVY-RAFTAAR window after the project has been approved by SLSC, subject to a ceiling of Rs. 50,000 per farmer or 50% of the proposed investment per farmer, whichever is lower. Subsidy to farmer for availing mechanization/grading/shade nets etc. could be considered separately as it is a large investment.
- Projects can also be proposed by corporates to State Governments through Small Farmers' Agribusiness Consortium (SFAC). This institution has been designated as a National Level Agency for this purpose by Dept. of Agriculture and Cooperation & Farmers Welfare, Govt. of India. SFAC will act as a facilitator to link the project promoter to the concerned State Government. The role of SFAC will be to examine the proposal from a technical viewpoint and thereafter propose it for funding to the concerned State. SFAC will be restricted to being a support agency to facilitate the

process of technical appraisal, coordination and facilitation; it will not be involved in implementation directly or handling funds.

- An independent monitoring agency (like NABARD or other a suitably qualified consultancy firm with no conflict of interest with the particular project it is to monitor) will be appointed by the State Government to closely track the performance of the project and report to all relevant stakeholders in the State and Central government.

**Coverage and Scope** PPPIAD launched during the 12<sup>th</sup> Plan is being continued under RKVY-RAFTAAR for the remaining period of Fourteenth Finance Commission (FFC) (2017-18 to 2019-20), whereby State can take up value addition linked production projects that may take care from production to marketing of any agriculture & allied sector activities that specify end to end processes.

## Objectives

*Main objectives of scheme are:*

Augmenting the current government efforts in agricultural development by leveraging the capabilities of the private sector by:

- Addressing all concerns related to production and post-harvest management in agriculture/horticulture and agriculture allied sectors.
- Enhancing production and productivity, improve nutritional security and income support to farmers.
- Promote, developing and disseminating technologies for enhancing production and productivity.
- Assisting states in addressing the entire value chain, right from the stage of pre-production to the consumers table through appropriate interventions.
- Creating employment generation opportunities for skilled and unskilled persons, especially unemployed youth.
- Improving value addition and ensuring farmer's profitability increases.
- Making farming a viable business proposition.
- Improving the delivery and monitoring mechanism under RKVY-RAFTAAR funded projects.

## Strategy

*To achieve the above objectives, the scheme will adopt the following strategies:*

- Companies to submit a Detailed Project Report (DPR), to States directly or SFAC for consideration of SLSC.
- Organize growers into Farmers Association/Groups in every project.
- Identify/select aggregators and enable tie-up with farmers/associations/groups.
- Coordinate with ICAR/SAUs/Private Sector to provide improved varieties of seeds/seedlings and to introduce innovative technologies as required.

- Addressing issues in the credit supply chain with support from NABARD.
- Measures for production and productivity enhancement by adopting improved cultivars, production technologies using precision farming techniques, protected cultivation, micro irrigation etc.
- Primary processing, sorting, grading, washing, packaging and value addition clusters.
- Logistics from farm to market including:
  - ☐ Post-Harvest Management, Storage and Transport infrastructure.
  - ☐ Aggregators for suitable tie ups in the supply-chain.
- Support to these groups to develop warehouses, cold chains, Controlled Atmosphere (CA).

## **Procedure for Approval and Implementation**

### **Strategy and Roadmap**

Companies will identify the regions and develop the project for integrated agriculture development. The strategy & road map formulated by companies should invariably contain information on geography & climate, potential of agriculture development, availability of land, SWOT analysis, and strategy for development and plan of action proposed to be taken to achieve goals in the identified region. The document should focus on adoption of cluster approach for production and linking with available infrastructure, or to be created, for post-harvest management, processing, marketing and export. Growers/farmers would also be entitled for assistance under all schemes of DAC & FW/other departments of Government of India so that these schemes can ensure appropriate synergy and convergence for maximum benefit in the field. Each DPR will also provide a Results Framework Document (RFD), giving clearly verifiable indicators for tracking the progress of the project during its life cycle.

### **Implementing Agencies**

1. Small Farmers Agri-Business Consortium (SFAC).
2. State Government (Agriculture Department)/State level agencies.
3. Private sector partner.

Proposals can be either submitted directly to States or to SFAC at the national level. In either case, the NLA or State Government will examine the project proposal from the viewpoint of suitability to priorities and objectives of the State and the general framework of RKVY-RAFTAAR. If found suitable, the proposal will be forwarded to the SLSC chaired by Chief Secretary for consideration. Based on the approval of the SLSC, the project will be rolled out after an agreement has been signed between the State Government and Project Promoter.

All fund releases will be made directly by the State Government to the concerned private sector Project Promoter, based on satisfactory progress reports. Funding will be in the form of reimbursement of expenditures incurred by the Project Promoter on various approved budget heads, after these have been duly verified by the independent monitoring agency.

A baseline survey to determine the entry level situation and end-of-project survey will also be conducted by the independent monitoring agency to assess the impact of the project intervention. It will further furnish monthly, quarterly and annual progress reports to DAC&FW and the State and operationalize

Information Communication Technology (ICT) enabled Management Information System (MIS) up to grass root level and if need be develop and host its own website.

### **Scheme Components and Pattern of Assistance**

The Scheme will cover all project components in all agriculture and allied sector areas. All farmer related services (i.e. not inputs or hardware) and other interventions leading to productivity enhancement will be supported fully. There will be a 50% limit on items (like farm machinery and irrigation infrastructure) which are to be provided on subsidy to farmers. However, there will be flexibility as far as the community based projects are concerned. For instance, 100 per cent subsidy can be obtained by FPOs for developing warehousing infrastructure under Rural Godown Scheme.

The scheme will be demand and need based in each segment. Technology will play an important role in different interventions. The interventions envisaged for achieving desired goals would be varied and regionally differentiated with focus on potential vegetable crops to be developed in clusters by deploying modern and hi-tech interventions and duly ensuring backward and forward linkages.

Performance based overhead costs will be given to the companies for meeting administrative expenses for executing the projects. The companies would have to submit Results Framework Document (RFD) for getting the project approved. If the company's performance is excellent, it can be entitled to maximum overheads of 8 per cent, similarly, if it is average, it would be entitled to overheads of 5 per cent. If the company's performance is poor, it would be only entitled to overheads of 2 per cent.

The release of funds would be done in a phased manner as per the approved project proposal. The entire project would be divided into five phases with a specific financial allocation for each phase. Amount pertaining each phase would be released during the beginning of each phase. For availing funds of the subsequent phase, the company would have to submit a detailed utilization certificate from the company auditor and interim project report of that phase.

### **Dispute Redress Mechanism**

*A standing mechanism to review projects sanctioned under PPPIAD and resolve disputes will be activated at the State level with the following composition:*

- (a) Agriculture Production Commissioner or Principal Secretary, Agriculture – Chair
- (b) Commissioner/Director, Agriculture – Member Secretary
- (c) Representative of Private Sector Implementing Partner – Member
- (d) Representative of independent monitoring agency – Member

This DRM will be the forum to resolve any disputes which arise during the implementation of PPPIAD projects. If this committee is unable to resolve an issue, it will be referred to the SLSC chaired by Chief Secretary, in which all members of the DRM will be invited to participate. The decision of the SLSC in any matter will be final.

*Disclaimer: PPP-IAD guidelines are subject to revision from time to time as per the policy directions from GOI.*



### **Activities relating to Production stream which may be supported from Flexi funds of RKVY-RAFTAAR**

The components / activities which would be eligible for project based assistance under RKVY-RAFTAAR are elaborated below. This is an illustrative list and the States may choose other components/activities, but ensure that they are reflected adequately in the SAP and the DAP.

- a) ***Integrated development of major food crops such as wheat, paddy, coarse cereals, minor millets, pulses, oilseeds:*** Assistance can be provided for making available certified/HYV seeds to farmers; production of breeder seed; purchase of breeder seed from institutions such as ICAR, public sector seed corporations, production of foundation seed; production and distribution of certified seed; seed treatment; Farmers Field Schools at demonstration sites; training of farmers etc. Similar support would be provided for development of other crops such as sugarcane, cotton or any other crop/variety that may be of importance to the state.
- b) ***Integrated development of fodder crops including perennial grasses, fodder , trees and shrubs:*** Assistance can be provided for making available certified/HYV fodder seeds to live stock rearers, production & purchase of breeder fodder seed from institutions such as ICAR and SAUs, public & private sector seed corporations, production of foundation fodder seed; production of certified foundation seed. Assistance can also be provided for forage production from Wasteland/Gauchar/Rangeland/grassland/non-arable land/Rivers basin, drainage line, degraded mining land, watershed catchments area/canal embankments/Forest fringe. Fodder demonstration for Livestock based farming system approach. Assistance extended to crops residue producers and crop residue collection, storage transportation for fodder to animals. Diversification of Agricultural crops to fodder crops Inter cropping of Fodder Crops in horticulture grove.
- c) ***Agriculture mechanization:*** Assistance can be provided to individual beneficiaries for farm mechanization efforts especially for improved and gender friendly tools, implements and machinery. However, assistance for large equipment e.g. tractor, combine harvester, sugarcane harvester, cotton picker etc. for which individual ownership may not be economically viable, assistance should only be limited for establishing custom hiring centres under RKVY (Infrastructure & Assets) stream.
- d) ***Activities related to enhancement of soil health:*** Assistance can be provided to the farmers for distributing soil health cards; micro nutrient demonstration; training of farmers for promotion of organic farming including printing of publicity/utility literature; amelioration of soils affected with conditions such as alkalinity and acidity.
- e) ***Development of rainfed farming systems in and outside watershed areas:*** Assistance for promoting integrated farming system (agriculture, horticulture, livestock, fisheries etc.) generating livelihoods for farmers Below the Poverty Line (BPL).
- f) ***Integrated Pest Management schemes:*** This would include training of farmers through Farm Field Schools etc. on pest management practices; printing of literature/ other awareness programmes.
- g) ***Promoting Extension Services:*** This would include new initiatives/support ongoing initiatives for skill development, training & extension activities under Sub- Mission on Agriculture Extension (SMAE) initiatives – both in terms of more coverage and enhanced outreach, preferably those of

small & marginal farmers through-

- (i) Skill Development for imparting skill based training of rural youths of more than 200 hours duration.
- (ii) Complement and supplementing ongoing Training & Extension activities of SAME, especially under ATMA.
- (iii) The support would help revamp the existing State agricultural extension systems.

**Activities relating to enhancement of horticultural production:** Assistance will be available for nursery development and other horticulture activities, pollination support through bee keeping and establishment of new garden (Area expansion) for fruits, vegetables, flower, mushroom, spices, aromatic plants and plantation crops etc.

- h) **Animal husbandry and fisheries development activities:** Assistance will be available for improvement in fodder production, genetic up-gradation of cattle and buffaloes, enhancement of milk production, enlarging raw material base for leather industry, poultry development, development of small ruminants and enhanced fish production, Improvement in livestock health (Sub-component- Foot and Mouth Disease Control programme, Vaccination and surveillance against PPR, Brucellosis and other economically important disease of livestock and poultry, Training of Vets and Para-vets, Awareness and Animal Health Camps, Surveillance under Antimicrobial Resistance (AMR) and one Health approach for zoonotic disease).
- i) **Study tours of farmers:** Study tours of farmers within the country especially to research institutions. Model farms etc.
- j) **Organic and bio-fertilizers:** Support for decentralized production at the village level and their marketing, etc. This will include vermicomposting and introduction of superior technologies for better production.
- k) **Sericulture:** Sericulture upto the stage of cocoon production along with extension system for cocoon and silk yarn production and marketing.

The above list is not exhaustive. Therefore, schemes that are important for agriculture and allied sector development, but cannot be categorized under (a) to (k) can also be proposed under this stream.

However, projects for creation/strengthening of infrastructure & assets should be funded under RKVY – RAFTAAR (Infrastructure & assets) stream.

**ILLUSTRATIVE LIST OF PROJECTS/ACTIVITIES THAT SHOULD NOT BE FUNDED  
UNDER RKVY-RAFTAAR**

1. Creation/topping up of any kind of revolving fund / corpus fund ;
2. Expenditure towards maintenance of assets or any such recurring expenses;
3. Expenses towards Salary, Transport, Travelling Allowances (TA), Daily Allowances (DA) of permanent /semi-permanent employees. However, expenses towards hiring of manpower on outsourcing/contractual basis can be met within 2% allocation earmarked for administrative expenses with approval of SLSC.
4. Expenses towards POL (Petrol, Oil, Lubricants);
5. Financing State's share and/or topping up subsidy level in respect with other Central/State Schemes;
6. Foreign Visits/Tours including study tours of farmers abroad;
7. Purchase of vehicles;
8. Financing any kind of debt waiver, interest subvention, payment of insurance premium, compensation to farmers and calamity relief expenditure; additional bonus over & above Minimum Support Price (MSP);
9. Creating/Strengthening assets in Private Sector/NGO's beyond what is permissible under any schemes/programmes of Govt. of India.

**Detailed Project Report****FORMAT**

- i. **Context/Background:** This section should provide a general description of the scheme/project being posed for appraisal.
- ii. **Problems to be addressed:** This section should describe the problem to be addressed through the project/scheme at the local/regional/national level. Evidence regarding the nature and magnitude of the problems should be presented, supported by baseline data/survey/reports etc.
- iii. **Aims and Objectives:** This section should indicate the development objectives proposed to be achieved, ranked in order of importance. The outputs/deliverables expected for each development objective should be spelt out clearly.
- iv. **Strategy:** This section should present an analysis of alternative strategies available to achieve the development objectives. Reasons for selecting the proposed strategy should be brought out. Basis for prioritization of locations should be indicated (wherever relevant). This section should also provide a description of the ongoing initiatives, and the manner in which duplication can be avoided and synergy created with the proposed project.
- v. **Target Beneficiaries:** There should be a clear identification of target beneficiaries. Stakeholder analysis should be undertaken, including consultation with stakeholders at the time of scheme/project formulation. Impact of the project on weaker sections of society, positive or negative, should be assessed and remedial steps suggested in case of any adverse impact.
- vi. **Management:** Responsibilities of different agencies for project management of scheme implementation should be elaborated. The organization structure at various levels, human resource requirements, as well as monitoring arrangements should be clearly spelt out.
- vii. **Finance:** This section should focus on the cost estimates, budget for the scheme/project, means of financing and phasing of expenditure. Options for cost sharing and cost recovery (user charges) should be explored. Issues relating to project sustainability, including stakeholder commitment, operation-maintenance of assets after project completion and other related issues should also be addressed in this section.
- viii. **Time Frame:** This section should indicate the proposed zero date for commencement and also provide a PERT/CPM chart, wherever relevant.
- ix. **Cost Benefit Analysis:** Financial and economic cost-benefit analysis of the project should be undertaken wherever such returns are quantifiable. Such an analysis should generally be possible for infrastructure projects, but may not always be feasible for public goods and social sector projects.
- x. **Risk Analysis:** This section should focus on identification and assessment of risks in implementation and how these are proposed to be mitigated. Risk analysis could include legal/contractual risks, environmental risks, revenue risks, project management risks, regulatory risks, etc.
- xi. **Outcomes:** Criteria to assess success and whether or not the development objectives have been achieved should be spelt out in measurable terms. Base-line data should be available against which success of the project will be assessed at the end of the project (impact assessment). Success criterion for scheme deliverables/outcomes should also be specified in measurable terms to assess achievement against proximate goals.
- xii. **Evaluation:** Evaluation arrangements for the project, whether concurrent, mid-term or post-project should be clearly spelt out. It may be noted that continuation of schemes from one period to another will not be permissible without a third-party evaluation.

Last but not the least, a self-contained **Executive Summary** should be placed at the beginning of the document.

**Composition of State Level Sanctioning Committee (SLSC)**

Chief Secretary	-	Chairman
Agri. Prod. Commissioner /Principal Secretary (Agriculture)	-	Vice-Chairman
Secretary, Finance	-	Member
Secretary, Planning	-	Member
Secretary, Fisheries	-	Member
Secretary, Animal Husbandry	-	Member
Secretary, Environment and Forests	-	Member
Secretary, Panchayati Raj	-	Member
Secretary, Rural Development	-	Member
Secretary, Water Resources/Irrigation/Minor Irrigation	-	Member
Director, Agriculture	-	Member
Director, Horticulture	-	Member
Director, Animal Husbandry	-	Member
Director, Fisheries	-	Member
Representative of Department of Agriculture, Cooperation & Farmers Welfare, Govt. of India (Officer not below the rank of Joint Secretary)	-	Member
Representatives of Departments of Animal Husbandry, Dairying & Fisheries, Govt. of India (Officer not below the rank of Joint Secretary)	-	Member
Representative of State Agriculture University	-	Member
Representative of Planning Commission	-	Member
Secretary, Agriculture	-	Member-Secretary

**Note:**

1. SLSC may co-opt two more members from Agricultural Research Organizations, reputed NGOs working in the field of Agriculture, Deputy Commissioners of important districts, and leading farmers.
2. The quorum for the SLSC meeting would not be complete without the presence of at least one representative from the Government of India.

## Form of Utilization Certificate

Sl. No.	Letter No. and date	Amount
	Total	

Certified that out of Rs. \_\_\_\_\_ of grants-in-aid sanctioned during the year \_\_\_\_\_ in favour of \_\_\_\_\_ under this Ministry/Department Letter No. \_\_\_\_\_ given in the margin and Rs. \_\_\_\_\_ on account of unspent balance of the previous year, a sum of Rs. \_\_\_\_\_ has been utilized for the purpose of \_\_\_\_\_ for which it was sanctioned and that the balance of Rs. \_\_\_\_\_ remaining unutilized at the end of the year has been surrendered to Government (vide No. \_\_\_\_\_, dated \_\_\_\_\_)/will be adjusted towards the grants-in-aid payable during the next year \_\_\_\_\_.

2. The Utilization Certificate should also disclose whether the specified, quantified and qualitative targets that should have been reached against the amount utilized, were in fact reached, and if not, the reasons thereof. They should contain an output-based performance assessment instead of input-based performance assessment.

3. Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

*Kinds of checks exercised*

- 1.
- 2.
- 3.
- 4.
- 5.

Signature\_\_\_\_\_

Designation\_\_\_\_\_

Date\_\_\_\_\_

**Note:**

(i) Component -wise UCs may be furnished for General, SCSP, & TSP separately for Normal RKVY-RAFTAAR and each of the Sub-schemes.

(ii) Sanction No. and date of sanction for release of State share fund should be mentioned in UC.



**Format for summary of projects approved by SLSC****Ongoing projects****Sector Name:**

Sl. No.	Name of Project	Sanctioned SLSC No./ Date	Total Cost	Phasing of expenditure (Year-wise)			Fund received so far	Fund sought in C.F.Y.	Targets			Achievements		Remarks (if any)
									Physical	Financial	Cost/Unit	Physical	Financial	
<b>Total</b>														

**New projects****Sector Name:**

Sl. No.	Name of Project	Total Cost	Phasing of expenditure (Year-wise)			Fund sought in C.F.Y.	Targets			Remarks (if any)
							Physical	Financial	Cost/Unit	
<b>Total</b>										

## Recommended activity mapping for effective devolution of funds, functions and functionaries to Panchayati Raj Institutions (P RIs)

**RKVY-RAFTAAR FUNCTIONS MAP**

Si. No.	ACTIVITY DESCRIPTION		State Government	District Planning Committee (DPC)	LOCAL GOVERNMENTS AND PLANNING BODIES			User groups. SHGs. Etc.
	Activity Category	Union Government			Panchayati Raj System/Institutions			
					District Panchayat	Intermediate Panchayat	Village Panchayat	
1.	Setting Standards	<b>DAC &amp; FW:</b> Issue of guidelines for implementation of RKVY-	Issue/translation of guidelines in local language.					
2.	Planning	<b>DAC &amp; FW and Planning Commission:</b> To provide framework for preparation of SAP.	Preparation of SAP by integrating the District Agriculture Plans (DAPs)	Will be associated in the formulation of DAP taking into account location specific agro-climatic conditions, natural resources etc.	Districts Agriculture Planning Unit (DAPU) may be actively associated in formulation of Comprehensive District Agriculture Plans	Block/Taluka Agriculture Planning Unit (BAPU/TAPU) may be associated in providing inputs for DAP.	Village Agriculture Planning Unit (VAPU) may be associated in identifying clusters/selection of beneficiaries.	
3.	Implementation of Projects (Crop, Development Horticulture, Micro Mini irrigation, Animal Husbandry, Sericulture etc. as per sectors taken up	<b>DAC &amp; FW:</b> Release of funds to State	Release of funds to implementing Departments/ Agencies.	priorities projects based on availability of funds	Will be associated in selection of site/ location of projects in consultation with implementing agencies.	Will be associated in selection of locations/villages implementation agencies	Will be associated in selection of beneficiaries based on cluster approach (however, there should not be any repeat beneficiary year after year in RKVY-RAFTAAR).	Priority should be given to SC/ST, Women and weaker section of the society.

4.	Monitoring & Evaluation of Projects	Impact Evaluation	Concurrent Evaluation	Concurrent Evaluation	Quarterly review meetings for monitoring progress of RKVY-RAFTAAR projects in district, providing feedback for policy formulation and planning.	Monitoring progress of RKVY-RAFTAAR interventions and providing feedback for DAPs.	Social audit shall be done at Gram Sabha level.	
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DAC & FW: Dept. of Agriculture, Cooperation & Farmers Welfare, DAP- District Agriculture Plan, SAP- State Agriculture Plan, SHG- Self Help Group

## **RKVY-RAFTAAR FINANCE MAP**

Sl. No.	Scheme sub component /funding stream	Allocation (Rs. Cr.)	Percentage	Level to which mapped, based on activity mapping of function (% of allocation)				Remarks
				Centre	State	Local Government		User group/civil society
						Intermediate Panchayat	Village Panchayat	

Sectoral and district –wise allocation of projects under RKVY-RAFTAAR shall be done by the States. State may devolve funds to Panchayat bodies as per projects allocated for implementation.

## **Scheme for Agro - Marine Processing and Development of Agro -Processing Clusters (SAMPADA)**

Government of India has approved a new Central Sector Scheme - Scheme for Agro-Marine Processing and Development of Agro -Processing Clusters (SAMPADA) with an allocation of Rs. 6,000 crore for the period 2016-20 coterminous with the 14th Finance Commission cycle. The SAMPADA will be implemented by Ministry of Food Processing Industries (MoFPI). The objective of SAMPADA is to supplement agriculture, modernise processing and decrease agri-waste.

SAMPADA is an umbrella scheme incorporating following schemes:

1. Mega Food Parks
2. Integrated Cold Chain and Value Addition Infrastructure
3. Creation/Expansion of Food Processing & Preservation Capacities
4. Infrastructure for Agro-processing Clusters
5. Creation of Backward and Forward Linkages
6. Food Safety and Quality Assurance Infrastructure
7. Human Resources and Institutions

The schemes from Serial No. 2 to Serial No. 5 have also specified that the applications could be made only against the Expression of Interest (EOI) invited by the Ministry.

Approval of Government on the SAMPADA scheme and Guidelines of the schemes under SAMPADA (latest available on the MoFPI website) are attached below.



**F. No. 21-MFPI/11-Mega Food Park  
Government of India  
Ministry of Food Processing Industries  
Panchsheel Bhawan, August Kranti Marg  
New Delhi-110049**

**Subject:- Revised guidelines for Mega Food Park Scheme w.e.f. 21.07.2016.**

**1. Background**

- 1.1. Based on extensive feedback and consultations with various stakeholders, the earlier Scheme of Food Parks during the 10th Five Year Plan was revised and reformulated as the Mega Food Parks Scheme (MFPS) during the 11th Five Year Plan. The guidelines of the Scheme were notified initially on 24.10.2008. On the basis of learning experience over a period of time and for more effective implementation of the Scheme, these guidelines were modified time to time and consolidated on 19.12.2009, 17.11.2011, 01.10.2012 and 10.02.2014.
- 1.2. The Scheme is being implemented by the Ministry to develop Mega Food Parks in the country. CCEA has approved 42 Mega Food Parks during 11<sup>th</sup> & 12<sup>th</sup> Plan (5 projects in first phase, 10 projects in second phase, 15 projects in third phase and 12 projects in fourth phase).
- 1.3. The revised Scheme guidelines after incorporating all the modifications approved till date are given below. These guidelines will be applicable to all the projects to be approved under the Scheme, against any fresh Expression of Interest (EoI) floated after 21.07.2016.

**2. Objectives of the Scheme**

- 2.1. The primary objective of the MFPS is to provide modern infrastructure facilities for the food processing along the value chain from the farm to the market. It will include creation of processing infrastructure near the farm, transportation, logistics and centralized processing centers. The main feature of the Scheme is a cluster based approach. The scheme will be demand-driven and will facilitate food processing units to meet environmental and safety standards.
- 2.2. The expected outcome is increased realization for farmers, creation of high quality processing infrastructure, reduction in wastage, capacity building of producers, processors and creation of an efficient supply chain along with significant direct and indirect employment generation.

**3. Salient Features of the Scheme**

- 3.1. The Scheme aims to facilitate the establishment of a strong food processing industry backed by an efficient supply chain, which would include collection centers, primary processing centers and cold chain infrastructure. The food



- processing units, under the scheme, would be located at a Central Processing Centre (CPC) with need based common infrastructure required for processing, packaging, environmental protection systems, quality control labs, trade facilitation centers, etc.
- 3.2. The extent of land required for establishing the CPC is estimated to be between 50-100 acres, though the actual requirement of land would depend upon the business plan of investor(s), which may vary from region to region. CPC would be supported by Primary Processing Centers (PPC) and Collection Centers (CCs) in identified locations based on a techno-feasibility study, adequate to meet the raw material requirements of the CPC. The land required for setting up of PPCs and CCs at various locations would be in addition to land required for setting up the CPC.
  - 3.3. It is expected that, on an average, each project may have around 25-30 food processing units with a collective investment of around Rs. 250 crore that would eventually lead to an annual turnover of about Rs. 450-500 crore and **creation of direct / indirect employment of about 5000 persons. Each MFP on being fully operational will also benefit about 25000 farmers.** However, the actual configuration of the project may vary depending upon the business plan for each Mega Food Park. The aggregate investment in CPC, PPCs and CCs should be proportionate and commensurate to the size of the total project keeping in view the economies of scale.
  - 3.4. The spirit of the guidelines of the Mega Food Parks Scheme is to facilitate setting up of only food processing industries. Accordingly, only food processing industries that make food products fit for human / animal consumption may be permitted to be set up in the Mega Food Parks. Packaging facilities of food products as ancillary to the food processing industries will also be eligible for setting up in the Mega Food Parks.

#### 4. Pattern of Assistance

- 4.1 The Scheme shall provide a capital grant at the rate of 50 percent of the *eligible project cost*\* in general areas and at the rate of 75 percent of eligible project cost in difficult and hilly areas i.e. North East Region including Sikkim, J&K, Himachal Pradesh, Uttarakhand and ITDP notified areas of the States subject to a maximum of Rs. 50 crore per project.

\*The eligible project cost is defined as total project cost but excluding cost of land, pre-operative expenses and margin money for working capital. However, interest during construction (IDC) as part of preoperative expenses and fee to Project management consultant (PMC) up to 2% of the approved grant would be considered under eligible project cost.

- 4.2 In the interest of expeditious implementation of the projects, the Ministry would engage a Program Management Agency (PMA) to provide management, capacity building, coordination and monitoring support. For meeting the cost of the above and also other promotional activities by the Ministry, office expenses & travel

expenses related to the scheme amounting up to 5% of the overall grant available, will be earmarked.

- 4.3 The project cost for the purpose of eligibility under this Scheme would consist of the following components:

#### **I. Core Processing Facilities**

- 4.3.1. **Central Processing Center:** Cost of civil work & equipments for common facilities like testing laboratory, cleaning, grading, sorting and packing facilities, dry warehouses, specialized storage facilities, cold storage including Controlled Atmosphere Chambers, Pressure Ventilators, variable humidity stores, pre-cooling chambers, ripening chambers etc., cold chain infrastructure including reefer vans, packaging unit, irradiation facilities, steam sterilization units, steam generating units, Food incubation cum development centers etc.
- 4.3.2 **Primary Processing Centers and Farm Proximate Collection Centers:** These shall have components like cleaning, grading, sorting and packing facilities (including equipment), dry warehouses, specialized cold stores including pre-cooling chambers, ripening chambers (including equipment), reefer vans, mobile pre-coolers, mobile collection vans etc.
- 4.3.3 The above mentioned facilities are only illustrative and the exact nature of facilities may vary from project to project based on specific requirements as appraised by the concerned bank. However, it is desirable to allocate at least 25 percent of the eligible project cost towards creation of above mentioned core processing facilities.

#### **II. Factory buildings**

- 4.3.4 Depending on demand in the area, the Mega Food Park may provide standard factory sheds for Micro and Small Enterprises (MSEs) which are to be built on a maximum of 10 per cent of the area of CPC as part of plug and play facilities for MSEs.

#### **III. Enabling Basic Infrastructure**

- 4.3.5 It will include site development including development of industrial plots, boundary wall, roads, drainage, water supply, electricity supply including captive power plant, effluent treatment plant, telecommunication lines, parking bay including traffic management system, weighbridges etc. at the PPC and CPC level. However, of the total proposed cost of captive power plant, cost not exceeding Rs.10 crore shall be considered as eligible project cost for grant assessment. Any additional cost towards setting up of captive power plant

would be required to be met exclusively from SPV's contribution through equity and debt. The SPV has to demonstrate a firm plan to ensure good quality and assured power supply to prospective units in the Park.

#### **IV. Non-Core Infrastructure**

4.3.6 It will consist of support infrastructure such as administrative buildings, training center including equipment, trade and display center, crèche, canteen, worker's hostel, offices of service providers, labour rest and recreation facilities, marketing support system, etc. However, the cost of non-core infrastructure facilities not exceeding 10 percent of the eligible project cost, would be eligible for grant purpose.

#### **V. Project Implementation Expenses**

4.3.7 This would include cost of hiring the services of domain consultants by the SPV's for preparation of DPRs, supply chain management, engineering/designing and construction supervision etc.

#### **VI. Land**

4.3.8 At least 50 acres of land for the project shall be arranged by the SPV either by purchase or on lease of at least 75 years. The registered value of such land would be taken as part of the project cost and contribution/share of the SPV. The GoI grant shall not be used for procurement/purchase of land. The land and/or infrastructure taken on lease for PPCs / CCs, the lease period should be at least 25 years.

### **5. Implementation Process**

#### **5.1. Special Purpose Vehicle (SPV)**

5.1.1. The responsibility of execution, ownership and management of the Mega Food Park would vest with a Special Purpose Vehicle (SPV) registered under the Companies Act. However, State Government/ State Government entities/Cooperatives applying for the project under the scheme will not be required to form a separate SPV.

5.1.2. The Anchor Investor in the SPV holding majority stake, with or without other promoters of the SPV, will be required to set up at least one food processing unit in the park with an investment of not less than Rs. 10 crore. The Anchor Investor will have at least 51% stake in such processing unit(s). However, Setting up of alcoholic beverage unit as an anchor unit will not be allowed. State Government/ State Govt. entities/ Cooperatives will not be required to set up Anchor unit in the park.

5.1.3. The Food Processing unit(s) to be set up by the Anchor Investor in the Mega Food

Park will be completed and commissioned along with the commissioning of the Mega Food Park project by the SPV.

5.1.4. The preference for sanctioning assistance under the Scheme may be given to those SPVs which focus on processing of wide range of perishable products.

5.1.5. Only one Mega Food Park project will be sanctioned in a district.

5.1.6. No second proposal will be considered for sanction from the same promoter(s) within two years of the completion\* of already allotted mega food park project. Thereafter, the allotment of second project from the same promoter(s) will be based on the assessment of performance of earlier allotted project.

\*Completion of MFP means operationalization of CPC and PPC, allotment of at least 75% of total leasable area / plots, commencement of operations in at least 25% of the units and operationalization of Anchor unit.

## **5.2 Eligibility criteria for SPV / Implementing Agency (IA)**

5.2.1 The main eligibility criteria of the SPVs / Implementing Agencies (IAs) of the project under the Scheme, are indicated below:

- i. SPV shall be a body corporate registered under the Companies Act. However, in case of State Government/ State Government entities/Cooperatives implementing the project, registration of a separate SPV under the Companies Act will not be necessary.
- ii. The promoter holding maximum equity in the SPV will be the lead promoter. The lead promoter will be primarily responsible for co-ordination with all stakeholders including with the Ministry of Food Processing Industries to ensure effective implementation of the project.
- iii. The combined net worth of the promoters/proposed shareholders of SPV should not be less than Rs.50.00 crore. Each member in SPV must have a net worth at least 1.5 times of his/her proposed equity contribution in order to ensure requisite contribution for the project from each shareholder.
- iv. The SPV needs to bring in at least 20 percent of the total project cost as equity in general areas and at least 10 percent of the total project cost in difficult and hilly areas i.e. North East Region including Sikkim, J&K, Himachal Pradesh, Uttarakhand and ITDP notified areas of the States. However, State Government / State Government entities will be required to contribute at least 10 percent of the total project cost of the Mega Food Park project, not necessarily, in the form of the equity.
- v. Central Government agencies becoming shareholders in the SPV, can only hold up to 26 percent of equity in the SPV. However, there will be no such restriction on State Govt./ State Govt. entities/ its Cooperatives.
- vi. SPVs / IAs are not permitted to sell the plots in Mega Food Parks. The plots can only be given on lease to other entrepreneurs for setting up of food processing units in the Park.

- vii. The common facilities in the park cannot be sold or leased out. They can only be offered to units on rental basis.
- viii. Every SPV / IA will publish the user charges/hiring rates for common facilities and lease rental rates for plots and factory buildings for MSEs in the Mega Food Park on their websites for wider information of the prospective investors. This information will also be made available to Ministry of Food Processing Industries and State Government concerned for uploading on their websites.

**5.2.2 The Implementing Agency would be responsible for the following:**

- i. To formulate the Detailed Project Report (DPR) and execute the project in a transparent, efficient and timely manner.
- ii. To procure/purchase land and ensure external infrastructure linkages for the project.
- iii. To obtain statutory approvals/clearances including environmental clearances, which are prerequisite for commencement and operation of the Project.
- iv. To achieve financial closure and ensure completion of the project.
- v. To own and maintain the common infrastructure including common facilities.
- vi. To receive grant-in-aid under the Scheme, and to ensure its utilization in a transparent and judicious manner.
- vii. To maintain proper accounts of the project implementation and the maintenance of infrastructure and common facilities after commissioning of the project.

**5.3 Program Management Agency (PMA)**

5.3.1 The Ministry will appoint Program Management Agency (PMA) to assist it in implementation of the Scheme. The PMA will be a reputed institution with extensive experience in project development, management, financing and implementation of infrastructure projects.

**5.3.2 The envisaged role of PMA is as follows:**

- i. To assist the Ministry in organizing workshops/media campaigns aimed at sensitizing the potential stakeholders about the scheme.
- ii. To assist the Ministry in inviting Expression of Interest for projects under the Scheme.
- iii. To assist the Ministry in selection of projects through evaluation/appraisal of techno-feasibility reports and DPRs submitted for Mega Food Park projects. Appraisal of the DPRs will include examination of financial viability and sustainability of Ownership & Management structure of the projects.
- iv. To assist in the evaluation of any amendments to the projects/DPRs.
- v. To assist the SPVs in achieving financial closure and obtaining necessary clearances from various authorities for the Project.

- vi. To assist the Ministry in release of the grant under the Scheme.
- vii. To monitor and report the progress of the Mega Food Park projects to the Ministry.
- viii. To maintain and update the database of the projects on monthly basis in the software decided by the Ministry.

#### **5.4 Project Management Consultant (PMC)**

5.4.1 In addition to the PMA, for ensuring smooth implementation of projects at ground level, Ministry has drawn up a panel of Project Management Consultants (PMC) with experience in preparation of DPRs for large projects and in project implementation. Any of these Ministry's empanelled agencies may be engaged by the SPVs for preparation of DPRs and for assistance in implementation and the cost of which would be considered as one of the eligible components of the project. However, such cost should not exceed 2% (inclusive of taxes) of the eligible grant amount of the project. The list of agencies empanelled by the Ministry is given at **Annexure-A**. The Ministry may revise the list from time to time.

5.4.2 In addition to assisting SPV in finalising business plan and preparing Detailed Project Report for the project, which would meet the guidelines of the Scheme and requirements of banks/financial institutions providing term loan for the project, the envisaged role of PMC, inter-alia, would be as follows:

- i. Detailed engineering and design including preparation of detailed cost estimates for various project components/facilities,
- ii. Assistance to SPV in preparation of a procurement policy, bid documents and selection and appointment of contractors/equipment suppliers in a transparent manner, for project construction and supply of plant and machinery,
- iii. Monitoring and overseeing the work output of the contractors/equipment suppliers in compliance of the terms and conditions of the contracts/appointments with the objective of ensuring quality, completeness and compatibility of the work carried out in relation to the Project,
- iv. Assistance to SPV in preparing all necessary documentation for submission to Ministry in order to facilitate release of funds sanctioned under Scheme
- v. Assistance to SPV in submission of Monthly Progress Reports to Ministry in prescribed format.

5.4.3 SPV would enter into an agreement with PMC as per Draft Agreement prepared by the Ministry and any change in PMC later needs to be approved by the Ministry.

5.4.4 While PMC would be working primarily with SPV for smooth implementation of



the project, the Ministry may, if required, directly seek reports from PMC on the aspects of project implementation.

## **5.5 Expression of Interest**

- 5.5.1 In response to the notice inviting Expression of Interest (EoI) by Ministry for selection of Projects, a proposal for the proposed Mega Food Park will be submitted by the promoters/SPV. An illustrative list of points to be covered in the proposal along with EoI is provided at **Annexure- B**. The proposal will be evaluated by the Ministry through the PMAs.
- 5.5.2 The proposal would have tentatively identified the locations of the CPC and PPCs, availability of land, potential investors for food processing units in the park, proposed level of investment including the estimated project cost and the proposed means of finance, the number and type of food processing units, and requisite backward and forward linkages. The proposals having ownership and possession of suitable land with Change in Land Use (CLU) for the project will be given preference.

## **5.6 In-Principle Approval**

- 5.6.1 The proposal submitted in response to the EoI will be evaluated by the Program Management Agency (PMA). The applicants will be invited to make a presentation of their proposals before the Technical Committee (TC).
- 5.6.2 The PMA will undertake evaluation on a scale of 100 points on the basis of EoI proposals while the TC will undertake independent evaluation on a scale of 50 points on the basis of the presentation made by the applicants. The final evaluation report along with the recommendations of the TC will be placed before the Inter-Ministerial Approval Committee (IMAC) for consideration of “In-Principle Approval” to the projects. The criteria for evaluation by PMA & TC are given at **Annexure- C** and **D** respectively.
- 5.6.3 If the SPVs / IAs fail to submit the requisite DPRs along with other documents needed for Final Approval, within 4 months from the date of issue of “In-Principle Approval”, the “In-Principle Approval” will be automatically cancelled, unless extension of time is granted by the Ministry.

## **5.7 Final Approval**

- 5.7.1 Project will be accorded Final Approval on fulfillment of the following conditions:
- i. Submission of Detailed Project Report (DPR) consisting of technical,

commercial, financial and management aspect of the project and its appraisal/recommendations of the PMA and Technical Committee. The DPR should include cluster analysis depicting availability of raw materials, legible contour survey report and contour plan/maps of the proposed land, site analysis for element like soil analysis, flood history, onsite features etc. for realistic cost estimate of land development and construction, detailed master plan along with sectional drawings and building plan with legends giving clear picture/title of drawings and other relevant details, construction cost certified by Chartered Engineer, cost of plant and equipment backed with quotations from equipment and machinery suppliers etc. and its appraisal/recommendations of PMA and Technical Committee.

- ii. Submission of proof for possession of at least 50 acres of contiguous land by the SPV for the CPC. The land should have permission for change of land use for industrial /infrastructure purposes.
- iii. Submission of proof for incorporation of SPV and execution of Share Subscription Agreement (SSA) amongst the members of SPV, as per draft SSA to be given by the Ministry.
- iv. Plan to fund the project duly supported by proposed equity / contribution, clearly suggesting the contribution from each of the shareholders and sanction of term loan from the bank along with bank appraisal report.
- v. Proof of appointment of Project Management Consultant (PMC). The PMC for the project should be selected from the agencies empanelled by the Ministry.

## **6. Technical Committee and Project Inter Ministerial Approval Committee:**

6.1 Technical Committee headed by the Additional / Joint Secretary (MoFPI) would scrutinize the proposals and Detailed Project Reports along with the appraisal notes of PMA, and provide its recommendations to the Inter-Ministerial Approval Committee. The other members of the Technical Committee shall be as follows:

- i. Representative of NITI Aayog- Member
- ii. Joint Secretary, MNRE or his nominee- Member
- iii. Economic Advisor, MoFPI- Member
- iv. Joint Secretary/Director (Finance) MoFPI- Member
- v. Principal Secretary / Secretary of the concerned State- Member
- vi. Financial Expert from a Bank/ Financial institution- Member
- vii. Representative of National Horticulture Board as Expert Member
- viii. Joint Secretary (MIDH), Department of Agriculture & Cooperation or his nominee- Member
- ix. Director, Mega Food Park, MoFPI- Member Secretary

6.2 The Inter-Ministerial Approval Committee (IMAC), headed by Hon'ble Minister of Food Processing Industries shall select the projects and grant "In-Principle" and "Final Approvals" to the projects. The IMAC will also monitor the implementation of the projects sanctioned under the Scheme. The members of the Committee shall be as follows:

- i. Hon'ble Minister of Food Processing Industries- Chairperson
- ii. Secretary, MoFPI- Member
- iii. Additional Secretary & Financial Advisor, MoFPI- Member
- iv. Additional / Joint Secretary, In-charge, Mega Food Park Scheme, MoFPI- Convener & Member
- v. Principal Secretary / Secretary (Industries / FPI) of the concerned State- Member
- vi. Joint Secretary (MIDH), Department of Agriculture & Cooperation, Ministry of Agriculture- Member
- vii. Joint Secretary, Ministry of Micro, Small and Medium Enterprises- Member
- viii. Joint Secretary , Department of Animal Husbandry, Dairying and Fisheries- Member
- ix. Joint Secretary, MNRE- Member
- x. Representative of NABARD as Financial Expert- Member
- xi. Representative of the Bank which has appraised by project- Member

## **7. Role of State Government**

7.1 The role of the State Government is envisaged in the following areas:

- i. Providing assistance to SPVs in procurement/purchase of suitable land.
- ii. Providing all the requisite statutory clearances including permission for sub-leasing of land by SPV, wherever needed, for setting up the MFP and its components thereof and providing the necessary assistance for Power, Water, approach roads and other external infrastructure to the project
- iii. Providing flexible and conducive labour environment and consider special facilities like exemption of stamp duty, VAT/Sales Tax exemption etc. for the MFP and the units located in the MFP.
- iv. Monitor the implementation of project.
- v. Nominates a suitable officer to be appointed as Ministry's nominee Director in the SPV.
- vi. Providing a fast track single window agency to facilitate clearances and permissions required for the project.

## **8. Dovetailing of Assistance and Revisions in Project Cost**

8.1 Considering the complexities and challenges associated with a supply chain linked agricultural infrastructure projects of this nature, the SPV / IA may dovetail assistance available under various other schemes of Central and State Governments, which would improve the viability of the projects. While

dovetailing such assistance, it will be ensured that there is no duplication of assistance for the same component/activity of the project.

- 8.2 The revision in project cost after final approval of the project may be considered by the IMAC.

## **9. Release of Funds**

- 9.1 Once the project is accorded Final Approval by the Inter-Ministerial Approval Committee (IMAC), the grant will be released by the Ministry subject to fulfillment of conditions prescribed for each installment as below:

- 9.1.1 First Installment of 30 percent of total grant under the Scheme will be released subject to fulfillment of following criteria:

- i. Establishment of Trust and Retention Account and signing of the TRA Agreement with any Schedule - A Commercial Bank and Regional Rural Banks (RRB). Draft TRA Agreement, clearly giving mode of account operation and duties/responsibilities of lending bank, SPV and PMC, would be shared by the Ministry with SPV / IA.
- ii. Appointment of Ministry's Nominee Director on the Board of the SPV. Representative of State Government will be appointed as a nominee of the Ministry. Tenure of the Ministry nominee will be co-terminus to the operationalization of the project.
- iii. Proof of increase in authorized capital of SPV to allow stipulated equity contribution as per approved means of finance for the project.
- iv. Expenditure certificate from Chartered Accountant confirming expenditure of at least 10 percent of the eligible project cost on the project components. Such expenditure shall be from the bank term loan and promoter's equity proportionately. However, State Governments and its entities will not be required to incur proportionate expenditure.
- v. Award of contracts worth at least equivalent to 30 percent of total project cost including at least 20 percent of approved components of basic enabling infrastructure.
- vi. Recommendation of PMA confirming the fulfillment of above conditions.

- 9.1.2 Second Installment representing 30 percent of approved grant assistance will be released to SPV subject to fulfillment of following criteria:

- i. Utilization Certificate for the 1st installment.
- ii. Proof of proportionate expenditure by SPV from term loan and equity equivalent to the grant amount released as 1<sup>st</sup> installment.
- iii. Proof of proportionate contribution by SPV from term loan and equity in TRA account, of the eligible project cost equivalent to percentage of grant to be released as 2nd installment.

- iv. Submission of documents as proof of possession of land for all PPCs along with construction schedule.
- v. Proof of commencement of construction of Standard Design Factory sheds for SMEs.
- vi. Proof of allotment of at least 25% of total allotable plots as per approved DPR.
- vii. Recommendation of PMA confirming the fulfillment of above conditions.

9.1.3 Third Installment representing 20 percent of approved grant assistance will be released to SPV subject to fulfillment of following criteria:

- i. Utilization Certificate for the grant released as 2nd installment.
- ii. Proof of proportionate expenditure by SPV from term loan and equity equivalent to the grant amount released as 2nd installment.
- iii. Proof of proportionate contribution by SPV from term loan and equity in TRA account equivalent to the grant amount to be released as 3<sup>rd</sup> installment.
- iv. Certificate from PMC confirming completion of at least 40 percent of construction of PPCs and proof of expenditure of at least 40 percent of the total proposed cost for PPCs as per approved DPR
- v. Certificate from PMC confirming completion of at least 50 per cent construction of Standard Design Factory sheds for SMEs.
- vi. Proof of allotment of at least 50% of total allotable plots as per approved DPR.
- vii. Recommendation of PMA confirming the fulfillment of above conditions.

9.1.4 Fourth and final Installment representing 20 percent of approved grant assistance will be released to SPV subject to successful completion of project and commencement of operations. The criteria for completion of project are as follows:

- i. Utilization Certificate for the grant released as 3rd installment.
- ii. Proof of expenditure of 100% envisaged contribution of SPV including term loan and equity on the approved project components.
- iii. Certificate from PMC confirming completion of the project as per approval.
- iv. Proof of allotment of at least 75 percent of total allotable plots as per approved DPR and commencement of operations in at least 25 percent of the units.
- v. Completion and Commissioning of the Processing unit(s) of the Anchor Investor in the Park.
- vi. Recommendation of PMA confirming the fulfillment of above conditions.

9.2 The fund released by Govt. of India shall be kept in a separate bank account as stipulated in Trust & Retention Account (TRA) Agreement.

- 9.3 In the event of SPV / IA withdrawing from executing the Project, SPV / IA shall return the amount of grants-in-aid released by MOFPI together with the interest accrued thereon, within a period of not more than 60 days of acceptance of its withdrawal by MOFPI. The accrued interest shall be calculated at the SBI Benchmark Prime Lending Rate prevalent at the time or 10% per annum, whichever is higher. In the event of failure of the SPV in refunding the grant amount along with interest within period specified, a penalty may be imposed by the Ministry.
- 9.4 SPV shall submit a Utilization Certificate (UC) of the amount of grant released by the Ministry as per provisions of General Financial Rules in the format given at **Annexure-E**.

## 10. Time Schedule:

- 10.1 The time schedule for completion and operationalization of project will be 30 months as detailed below from the date of issue of final approval letter unless extended by IMAC for the reasons to be recorded:

Sl. No.	Particulars	Time Period
1.	Final Approval to release of 1st instalment	6 months
2.	1st instalment to release of 2nd instalment	8 months
3.	2nd instalment to release of 3rd instalment	8 months
4.	3rd instalment to release of 4th and final instalment	8 months
	<b>Total</b>	<b>30 months</b>

- 10.2 The SPV shall make all possible efforts to complete the projects as per the stipulated timelines committed to while seeking approval for the project. In case of non-adherence to stipulated timeline, except in case of force de majeure or reasons beyond the control of SPV, the IMAC may consider imposing appropriate penalty in terms of reducing the grant amount, on case to case basis.

## 11. Project Monitoring and Evaluation

- 11.1 The Ministry will periodically review the progress of the projects under the Scheme. The PMA would devise a suitable project monitoring system and shall furnish monthly reports/returns to the Ministry on the progress of the approved projects.
- 11.2 The Implementing Agency / SPV of the successfully completed projects will submit the following documents every year to the MoFPI for next five years from the date of release of 4th and final installment of the approved grant:-
- Audited Annual Financial Statement of the SVP showing balance sheet, profit & loss account, schedule and notes to accounts of the Mega Food Park project separately.
  - Percentage capacity utilization of the CPC and PPC facilities.



- c) Status of functioning of each food processing unit setup in the MFP.
12. The decision of the IMAC shall be final and binding on all concerned parties on the interpretation of the provisions of these guidelines and the matters related / incidental thereto.
  13. **Court's Jurisdiction:** Any dispute on selection/ rejection and/ or implementation/ cancellation/ withdrawal of the proposal/ project under the scheme will be subject to Courts/ Tribunals having jurisdiction over Delhi.

**List of the empanelled Project Management Consultants (PMC) for Mega Food Parks Scheme  
(This list will be updated from time to time with the approval of the Government)**

<b>Sl. No.</b>	<b>Name and Address of PMC</b>	<b>Contact Person</b>	<b>Contact Details and Email</b>
1.	IL&FS Cluster Development Initiatives Ltd., 2nd and 3rd Floor, NTBCL Building, Toll Plaza, DND Flyway, Noida-201301 Uttar Pradesh	Shri Ravi Ranjan Mishra, Senior Vice President	Mob: 9899277820/9971000250 Tel: 0124-2459200 Fax: 0124-2459201 Email: ravi.mishra@ilfsindia.com
2.	Wadia Techno-Engineering Services Ltd., Wing 'A', Raheja Point I, Pt. Jawaharlal Nehru Road, Vakola, Santacruz (East), Mumbai-400055	Shri Vicky Mansharamani, General Manager, CS & BD	Mob: 9820904082 Tel: 022-67339400 Fax: 022-26673193 Email: bd@wadiaengg.com, vicky.mansharamani@wadiaengg.com
3.	Grant Thornton India LLP, 21st Floor, DLF Square, Jacaranda Marg, DLF Phase-II, Gurgaon-122002	Shri Kunal Sood, Associate Director	Mob: 9849013872, 9971199600 Tel: 0124-4628000 Fax: 0124-4628001 Email: <a href="mailto:gv.subrahmanyam@in.gt.com">gv.subrahmanyam@in.gt.com</a> ; <a href="mailto:kunal.sood@in.gt.com">kunal.sood@in.gt.com</a>
4.	Technopak Advisors Pvt. Ltd., 4th Floor, Tower-A DLF Building B, DLF Cyber City, Phase-II, Gurgaon- 1222002	Shri Anupam Bajpai, Associate Vice President	Mob: 9650406699 Tel: 0124-4541111 Email: anupam.bajpai@technopak.com
5.	Darashaw & Company Pvt Ltd., 6th Floor, Express Building, 14th "E" Road, Near Government Law College, Churchgate (West) , Mumbai-400020	Shri Pradeep Kumar, Associate Vice President	Mob: 9987793711 Tel: 022-43022300/370 Email: pradeep-kumar@darashaw.com
6.	Global AgriSystem Pvt. Ltd. J-10, Green Park Main, New Delhi- 110016, India	Shri Rasik Patnaik General Manager, Business Development	Mob: 9540220689 Tel: 011-46360000 Email: rpatnaik@globalagri.com, <a href="mailto:consulting@globalagri.com">consulting@globalagri.com</a> ; <a href="mailto:ythakur@globalagri.com">ythakur@globalagri.com</a>
7.	NABARD Consultancy Services Pvt. Ltd., New Delhi Corporate Office 24, Rajendra Place, 1st Floor NABARD Tower, New Delhi- 110125	Dr. B.R. Premi, AGM	Mob: 8108599440 Tel: 022-26539419 Fax: 022-26520199 Email: br.premi@nabcons.in

**The list of the Points / Information to be covered in the EoIs / Proposals**

(The objective of this Checklist is to facilitate the potential promoters to submit the proposal covering the salient features of the proposed Project, to enable the assessment of the project against the criterion as listed in Annexure- C & D)

**1. Profiles of the Promoters who will be the key shareholders of the Proposed SPV**

- 1.1. Names and brief profiles of the proposed promoters/shareholders of SPV along with their contact details.
- 1.2. Indicate the nature and location of existing operations of the Promoters.
- 1.3. Audited balance sheets for last 3 years or Chartered Accountant (CA) Certificates that would establish the net worth of each of the promoters. In case of companies, CA certificates need to be certified by their statutory auditors.
- 1.4. A brief note as to why the promoters are keen to undertake the Mega Food Park project, their vision etc.
- 1.5. In case the SPV is already registered, the details of the SPV including shareholding pattern.
- 1.6. Any other relevant information that would establish the credentials and suitability of the promoters in the context of the Scheme.

**2. Profile of the Proposed Project**

- 2.1. Rationale for proposed cluster/location in terms of availability of agricultural produces and marketable surplus, with focus on perishable produces.
- 2.2. Proposed Area and availability of requisite land for establishment of central processing center(CPC), primary processing centers (PPCs) and collection centers (CCs) along with tentative layout of the CPC and a typical PPC/ CC.
- 2.3. In case of CPC, selection of site needs to be justified in terms of connectivity and availability of basic infrastructure including power, water, approach road etc.
- 2.4. In case of land being available with promoter(s), proof of possession of land in form of sale deed/lease deed (CLU if applicable).
- 2.5. Details of the proposed core processing facilities (both at CPC and PPCs) and rationale for their selection in terms of availability of raw materials/market and type of food processing units being targeted.
- 2.6. Details of proposed enabling basic infrastructure including requirements of basic utilities like power, water, effluent treatment (both at CPC and PPCs) along with rationale in terms of overall business plan
- 2.7. Details of proposed non-core infrastructure (both at CPC and PPCs) and their justification
- 2.8. Above details for various project components should include area required, estimated capacities and costs for various facilities

- 2.9. Proposed strategy/methodology for building supply chain to ensure supply of raw materials, particularly fruits and vegetables, to the food processing units inside CPC, including estimated quantities
- 2.10. Proof of backward and forward linkages with verifiable details of the linkages, if any.
- 2.11. Estimated turnover of the proposed food processing industry units covered in the project, after successful execution of the project
- 2.12. Estimated direct and indirect employment generation out of implementation of the project, and other impact on the industry and farm produce in the project area
- 2.13. Investment details, mix of the products and processes and area requirement of the processing unit(s) to be set up by the Anchor Investor in the park.
- 2.14. Any other related information.

### **3. Project Financials and Business Plan**

- 3.1. Summary of estimated cost of each of the eligible components of the project for funding by Government as outlined in the Scheme
- 3.2. Proposed means of finance to fund the project: equity, debt etc
- 3.3. The amount of grant support needed for the project, as per the Scheme
- 3.4. Tie-ups with Financial Institutions/Banks, if any, for funding of the Project
- 3.5. Proposed Business Plan –Estimated revenue sources and assumptions, Estimated operating costs and assumptions, Projected profit and loss statements, balance sheets and cash flows based on these assumptions
- 3.6. Key financial indicators such as IRR, DSCR based on above financial assumptions

### **4. Documents in support of networth:**

- a. The net-worth in case of Companies would be calculated based on the definition of net-worth in the Companies Act 2013. However, the re-valuation reserves may be considered as part of the net-worth only if the same is reflected in the Audited Balance Sheet of the Company and continue to be reflected in the Audited Balance Sheet of the Company.
- b. In case of land / building forming part of the networth, the ownership documents, duly authenticated by the competent State Revenue Authority shall be submitted. The valuation of the immovable assets on the basis of circle rates (as on date of application) declared by the concerned State Government should be duly certified by the competent State Revenue Authority.
- c. In case of investment in shares of the listed companies, proofs of the market value of the share at the time of calculation of the value of the investment shall be submitted.
- d. In case of investment in unlisted companies, the latest audited financial statements alongwith complete schedules and notes forming part thereof, duly certified by the

Statutory Auditors shall be submitted in order to calculate the value of shares in that company.

- e. The miscellaneous assets shall be clearly specified and basis of calculation of their value, duly certified by the concerned Govt. approved valuer shall be submitted.
- f. The above valuation must be carried out within a period of 30 days preceding EOI bid submission date.
- g. In the case of proposed SPV shareholders, if there is cross holding of the net-worth amongst the Members (e.g. both a company as well as the shareholders that company are the proposed SPV shareholders), the net-worth of the company would be considered in full, however, net-worth of the individual would be considered only to the tune after discounting its shareholding in the company which is a proposed SPV shareholder.

5. The applicant / promoter has to submit an Undertaking affirming:

- a) that the SPV / Group company (as defined in the Company Law) as well as the applicant company itself has / has not obtained any financial assistance for a food processing project in the past from MFPI. If yes, then complete details are required to be furnished.
- b) that the SPV / applicant company has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Govt/GOI organization/agencies and State Govt for the same activity / components. If yes, then complete details are required to be furnished.

## Criteria for Assessment/ Evaluation of EoIs/ Proposals by PMA

Sl. No.	Criteria	Max. Score	Reference Documents to be reviewed
<b>A.</b>	<b>Land</b>	<b>40</b>	
<b>A 1</b>	<b>Possession of Appropriate Land</b>	<b>25</b>	
a)	Complete title and possession of 50 acres or more land in the name of SPV along with CLU	25	CLU and Land Ownership Documents
b)	Complete title and possession of 50 acres or more land in the name of SPV	20	Ownership documents
c)	Allotment letter from State Govt. Agencies to the SPV or its member(s)	15	State Govt. land allotment letter
d)	50 acres or more land available with one or more promoters	10	Ownership documents
e)	Agreement to Sale/Purchase 50 acres or more Land	5	Copy of Agreement
f)	Land identified, but not acquired	0	
<b>A 2</b>	<b>Location of Land</b>	<b>15</b>	
a)	Proof of Water and Power Connection (2.5 marks each)	5	Letter/Certificate from respective Municipal body/Govt. authority
b)	Availability of Approach Road	5	Letter from local body confirming the availability of approach road
c)	Distance from NH/ SH (within 5 kms)	2	Certification from Tehsildaar/Local revenue department and Site coordinates
d)	Nearness of CPC location from domestic consumption center/ exports i.e. Metro/ Tier 1 cities/ Ports (within 50 kms)	2	Copy of map
e)	Distance from APMC Market from CPC (with in 50 kms)	1	
<b>B</b>	<b>Viability of Cluster</b>	<b>10</b>	
<b>B 1</b>	<b>Days of Operations of the Core Facility</b>	<b>5</b>	Revenue Model, crop seasonality matrix and data on marketable surplus of the focused crops in the catchment area
a)	300 and above days	5	”
b)	251 to 300 days	3	”
c)	200 to 250 days	2	”
d)	Less than 200 days	0	



<b>B 2</b>	<b>Availability of raw material within 100 km of the project site</b>	<b>5</b>	”
a)	Availability of surplus perishable raw material	3	”
b)	Area under cultivation of perishable	2	”
<b>C</b>	<b>Details of Promoters</b>	<b>40</b>	
<b>C 1</b>	<b>Networth of promoters whose proposed shareholding in SPV is 26% or more</b>	<b>15</b>	Audited Balance Sheet/ CA Certificate/ Related Net-worth Documents
a)	More than 200 crore	15	
b)	Rs 151 cr - Rs 200 cr	12	
c)	Rs 101 Cr - Rs 150 Cr	10	
d)	Rs 50 Cr - Rs 100 Cr	5	
<b>C 2</b>	<b>Existing Linkages of Promoters</b>	<b>15</b>	
<b>(i)</b>	<b>Existing Backward Linkage</b>	<b>5</b>	Documents in support of linkage like ownership, existing facilities
a)	Project in the same region/ catchment with existing backward linkages	5	Ownership documents
b)	Project in different region/ catchment with existing backward linkages in the proposed project area	3	Ownership documents
c)	No existing backward linkages	0	
<b>(ii)</b>	<b>Existing Forward Linkages</b>	<b>10</b>	Details of linkages with supporting documents
a)	Existing forward linkages	10	
b)	No existing forward linkages	0	
<b>C 3</b>	<b>Food Processing Experience</b>	<b>10</b>	Balance Sheet of existing operations
a)	Turnover > Rs.10 crore	10	”
b)	Turnover from Rs.1 crore to Rs.10 crore	5	”
<b>D</b>	<b>Anchor Investment Unit</b>	<b>10</b>	
a)	More than 20 Crore	10	Undertaking along with project profile
b)	Rs 15 Crore to 20 Crore	5	Undertaking along with project profile
c)	Less than 15 Crore	0	
	<b>Total</b>	<b>100</b>	

## Criteria for Evaluation of Technical Presentation by Technical Committee (TC)

Sl. No.	Criteria	Max. Score	Reference Documents to be reviewed
<b>A</b>	<b>Proposed Project Model</b>	<b>15</b>	
<b>A 1</b>	<b>Synchronization of Core Processing facilities with focused crops</b>	<b>10</b>	DPR/ Cluster Analysis and Project Components
a)	Common Processing Facilities at CPC and PPC in synchronization with focused crops	10	”
b)	Common Processing Facilities at CPC or PPC in synchronization with focused crops	5	”
c)	No synchronization	0	
<b>A 2</b>	<b>Eligible Investment in PPC/CC</b>	<b>5</b>	
a)	More than 20% of eligible project cost	5	DPR/ Project Cost
b)	10-20% of eligible project cost	3	”
c)	Less than 10%	1	”
<b>B</b>	<b>Investment in Mega Food Park</b>	<b>30</b>	
<b>B 1</b>	<b>Focus on Perishables (as % age of total investment in Core Processing Facilities)</b>	<b>15</b>	DPR/ Project Cost and Components
a)	More than 40%	15	”
b)	30-40%	10	”
c)	10-30%	5	”
<b>B 2</b>	<b>Total Eligible Investment in the MFP</b>	<b>15</b>	DPR/ Project Cost
a)	More than Rs 150 Crore	15	”
b)	Rs 130 Cr - Rs 150 Cr	10	”
c)	Rs 100 Cr - Rs 129 Cr	5	”
<b>C</b>	<b>Special Strength</b>	<b>5</b>	
a)	Any promoter with shareholding of 26% and more having existing export operations in food products	2	Supporting documents
b)	Any foreign food processor investor in the SPV as promoter (with shareholding 26% and more)	2	Supporting documents
c)	State Govt. support for the project	1	letter from state government confirming necessary support to the project
	<b>Total</b>	<b>50</b>	

### Format for Utilization Certificate

**FORM GFR 19-A**

[See Rule 212(1)]

Sl. No.	Letter No. and Date	Amount
	<b>Total</b>	

Certified that out of Rs..... of grants-in-aid sanctioned during the year.....in favour of..... Under Ministry of Food Processing Industries Letter No. given in the margin and Rs.....on account of unspent balance of the previous year, a sum of Rs.....has been utilized for the purpose of.....for which it was sanctioned and that the balance of Rs..... remaining unutilized at the end of the year has been surrendered to Government (*vide* No....., dated.....)/will be adjusted towards the grants-in-aid/ equity payable during the next year.....

2. Certified that I have satisfied myself that the conditions on which the grants-in-aid/ equity was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

- 1.
- 2.
- 3.

Signature.....  
Designation.....  
Date.....

**Operational Guidelines dated 18.01.2019**

**[for setting up of Integrated Cold Chain Projects against the Expression of Interest (EoI) to be published]**

*for*

***“Scheme for Integrated Cold Chain and Value Addition Infrastructure  
under PRADHAN MANTRI KISAN SAMPADA YOJANA”***



**Government of India**

**MINISTRY OF FOOD PROCESSING INDUSTRIES**

**Panchsheel Bhawan, August Kranti Marg, New Delhi- 110049**

# **REVISED OPERATIONAL GUIDELINES OF THE SCHEME FOR INTEGRATED COLD CHAIN AND VALUE ADDITION INFRASTRUCTURE (dated 18.01.2019)**

## **1. Background**

The Scheme for Integrated Cold Chain, Value Addition and Preservation Infrastructure was launched during 2008 and the original guidelines were notified on 18.03.2010. Based on feedback and consultations with stakeholders, the scheme guidelines were modified on 20.11.2013, 08.08.2014, 29.08.2016 and subsequently on 08.03.2018 for the purpose of smooth implementation and to achieve the objective of the scheme. Based on further feedback and experience of implementation of the scheme, the guidelines are further revised with immediate effect. These revised guidelines will be applicable to Expression of Interest (EOI) issued by the Ministry for taking up new Integrated Cold Chain Projects prospectively.

## **2. Objective**

The objective of the scheme is to provide integrated cold chain, preservation and value addition infrastructure facilities without any break, from the farm gate to the consumer in order to reduce post-harvest losses of horticulture and non-horticulture agri-produce. This will enable linking groups of producers to processors and market through a well-equipped supply chain and cold chain, thereby ensuring remunerative prices to farmers and year-round availability of food products to consumers.

## **3. Eligible organizations/entities**

Integrated cold chain and value addition infrastructure projects can be set up by Partnership/ Proprietorship Firms, Companies, Corporations, Cooperatives, Self Help Groups (SHGs), Farmer Producer Organizations (FPOs), NGOs, Central/State PSUs, etc. with business interest in cold chain solutions and also by those who manage supply chain.

## **4. Components of the Scheme**

The scheme allows flexibility in project planning with special emphasis on creation of cold chain infrastructure at farm level. The scheme will have the following project components:

- (a) Farm Level Infrastructure**, which may include processing center, situated in the catchment area of the targeted produce. This shall have one or more of the facilities mentioned in sub-para 5.1 (a to j) below. In addition, it may also have one or more of the facilities mentioned in sub-para 5.1 (m to u) below.

For projects in the fruits & vegetables sector, farm level infrastructure shall include at least one of the facilities listed at sub-para 5.1 (a), (c) & (m).

- (b) Distribution hub** - This shall have a modern multi-product, multi-temperature cold storage. It may also include one or more of the facilities mentioned in para 5 below depending upon the business plan of the project.

**(c) Refrigerated vans/ refrigerated trucks/ insulated vans/mobile insulated tankers.**

**(d) Irradiation facility.**

**To avail financial assistance under this scheme, the applicant will have to set up Farm Level Infrastructure as mentioned at (a) above and any one or both of the components from (b) and (c) above.**

**Considering the functional nature of the facility, irradiation component will be treated as a standalone facility for the purpose of availing grant under the scheme.**

## **5. Eligible facilities for calculation of grant**

**5.1 Assistance under the scheme can be availed for creation of the following facilities:**

- (a)** Integrated Pack-house (with mechanized sorting & grading line/ packing line/ waxing line/ staging cold rooms, etc.)
- (b)** Ripening Chamber(s)
- (c)** Cold Storage Unit(s) [Associated with value addition]
- (d)** Controlled Atmosphere (CA) storage [Associated with value addition]
- (e)** Frozen Storage/Deep freezers [Associated with value addition]
- (f)** IQF line, Tunnel Freezer, Spiral Freezer, Blast Freezer, Plate Freezer
- (g)** Vacuum Freeze Drying
- (h)** Milk Chilling / Bulk Milk Cooling/ Milk Processing Unit (including packing) for which temperature control is necessary during some part of the processing
- (i)** Poultry/Meat/Marine/Fishery Processing Unit
- (j)** Packaging line for chilled /frozen/temperature controlled products
- (k)** Food Irradiation unit
- (l)** Refrigerated/ Insulated transport
- (m)** Pre Cooling Unit(s)
- (n)** Mobile pre-coolers
- (o)** Retail refrigerated carts, temperature controlled solar powered retail carts (maximum 10 numbers to be assisted per project)
- (p)** Reefer boats (maximum 10 numbers to be assisted per project)
- (q)** Refrigerated Containers including multi-modal container units
- (r)** Renewable/ alternate energy technologies (solar, bio-mass, wind etc.) for the project. [maximum permissible cost is ₹35 lakh, as per MIDH norms]
- (s)** Accessories/support infrastructure/ utilities such as fixed racking system in Cold/CA storage, fork lifts, reach trucks, bins, insulated fish boxes, pallets, dock levellers, mezzanine flooring, ETP, boiler, CIP unit, Depodder, Peeler, Slicer/Dicer, Blancher, sorting/grading line, etc.
- (t)** In-house product testing laboratory
- (u)** Any other modern technology for temperature controlled storage, processing, value addition and preservation infrastructure as may be decided by Inter Ministerial Approval Committee (IMAC)
- (v)** Toilets, Septic tank, drainage, etc.

**Note:** CA Storage should normally be located near production areas. Otherwise, detailed



justification to be given in the DPR.

- 5.2** Assistance for refrigerated/insulated transport can be availed either at Farm Level Infrastructure and / or Distribution Hub depending upon the business plan of the project.
- 5.3** Stand-alone facilities/ component, except irradiation facility will not be considered for assistance under this scheme.
- 5.4** Irradiation facility may also include cold storage, grading and sorting facilities, reefer vans etc. for storage and transportation of raw material and finished products for efficient utilization of the facility.
- 5.5** Both horticultural and non-horticultural produce are eligible for support under this scheme.

## **6. Ineligible items:**

- 6.1** The following items will be considered as non-technical civil works and will be considered ineligible for calculation of grant for the project (The list is only indicative and not exhaustive): -

- (a)** Compound Wall
- (b)** Approach Road/Internal Roads
- (c)** Cost of Land and site development
- (d)** Administrative Office Building
- (e)** Canteen
- (f)** Labour Rest Room and quarters for workers
- (g)** Security/ Guard Room or enclosure
- (h)** Consultancy fee, taxes, etc.
- (i)** Other Non-technical civil works not related to cold chain or storage infrastructure

- 6.2** The following items will also not be considered eligible for calculating the grant for the project (The list is only indicative and not exhaustive): -

- (a)** Margin money, working capital and contingencies
- (b)** Fuel, consumables, spares and stores
- (c)** Transport vehicles other than the reefer trucks/vans/refrigerated carrier/insulated vans/milk tankers
- (d)** Pre-operative expenses
- (e)** Second hand/ old machines
- (f)** All types of service charges, carriage and freight charges, etc.
- (g)** Expenditure on painting of machinery
- (h)** AC ducting, furniture, computers and allied office items.
- (i)** Closed Circuit TV Camera and security system related equipment.
- (j)** Consultancy Fee, Taxes, etc. on plant and machinery.
- (k)** Stationery items
- (l)** Plant & machinery not directly related to cold chain infrastructure

- (m) Fire-fighting equipment, fly catchers, hand washer, laundry etc.
- (n) Reconditioned and refurbished plant & machinery.

The Inter-Ministerial Approval Committee (IMAC) will be the final authority to decide on the admissibility of the grant and the eligibility or otherwise of the items for this purpose.

**7. Pattern of assistance:** - The scheme will have two types of pattern of financial assistance: -

- (a) For storage infrastructure including Pack House and Pre cooling unit, ripening chamber and transport infrastructure, grant-in-aid @ 35% for General Areas and @ 50% for North East States, Himalayan States, Islands & ITDP Areas, of the total cost of plant & machinery and technical civil works will be provided.
- (b) For value addition and processing infrastructure including frozen storage/ deep freezers associated and integral to the processing, grant-in-aid @ 50% for General Areas and @ 75% for North East States, Himalayan States, Islands & ITDP Areas, will be provided.
- (c) For irradiation facilities grant-in-aid will be provided @ 50% for General Areas and @ 75% for North East States, Himalayan States, Islands & ITDP Areas.

- Note:**
- (i) Maximum grant-in-aid would be ₹10 crore per project.
  - (ii) The grant will be provided only in respect of technical civil works and eligible plant & machinery.
  - (iii) Cost norms of Mission for Integrated Development of Horticulture (MIDH) issued by Department of Agriculture, Co-operation and Farmers Welfare will be followed wherever available. For facilities not covered under MIDH guidelines, cost norms as determined by the Ministry will be followed.
  - (iv) The SC or ST promoter(s), as the case may be, holding majority stake in the implementing agency/ firm, will be treated as ST/ SC proposals and will be treated at par with NE States for the purpose of extending benefits under the scheme. For any change in the constitution/ composition of such proposals, prior permission of Ministry shall be required.

## **8. Basic Eligibility Criteria:**

The proposals have to meet the following basic eligibility criteria under the scheme:

- (a) The net worth of the applicant should be at least 1.5 times of the grant applied for. The net worth will be calculated as follows: -

### **(i) In respect of Pvt. Ltd./ Public Ltd. Companies:**

The net worth will be ascertained based on the paid-up share capital of the company and reserves created out of profits.

Revaluation reserves only in respect of land & building may be considered for ascertaining the net worth, which will be based on circle rates duly supported by circle rate notification and land ownership documents. Such revaluation reserves shall also be reflected in forward going balance sheet of the company.

Share application money would be considered towards calculation of net worth provided the same has been converted into Paid up Capital within stipulated time as per Companies Act but, in any case, it should be converted into paid up capital before submission of the proposal to the Ministry.

A latest provisional balance sheet duly certified by the Statutory Auditor of the Company needs to be submitted for ascertaining the net worth.

In case of Pvt. Ltd./ Public Ltd. Companies where a significant portion of its net worth stands invested in equity shares of unlisted companies or is shown as loans & advances to various parties with nil or negligible income/revenue, then following additional documents would be required to be submitted by the applicant to ascertain the net worth: -

- a. Details of Investments made in unlisted companies by the applicant company,
- b. Audited Financial Statements (AFS) for the previous year or latest provisional Balance Sheet of the companies wherein the investment has been made,
- c. Details of loans & advances along with reasons/justification for the same,
- d. In case it is observed that the equity contribution made by the promoter company has been utilised by the investee company in creating tangible assets/ Capital work in progress in projects which are under execution then such investments in shares would be considered at face value.
- e. However, in case it is observed that the investment by the promoter company is further being reinvested by the investee company in equity shares of unlisted companies or given away as long term/short term advance to individuals/related party/other companies and the investor company has nil/negligible income/ revenue, then no additional clarification shall be asked for and the net worth of such promoter company shall be considered after deducting such investments/loans & advances

**(ii) In respect of Proprietorship/ Partnership firms / NGOs / Cooperatives/ SHGs etc.**

The net worth of all entities other than companies will be ascertained on the basis of latest balance sheet of individual proprietor/partner(s) i.e. assets minus all liabilities, duly certified by the Chartered Accountant (CA). Following components would be considered towards net worth: -

Assets include cash, current value of investments, land and building (supported by valuation report at circle rate, circle rate notification and land ownership documents), Bonds, cash value of life insurance, current total balance of savings, current or fixed deposit accounts.

The following methodology shall be adopted for determining the net worth:

- a. Net-worth would be sum of the net-worth of the Individual partners and the partnership firm (avoiding duplication of the investment in the partner's capital account of the firm) & the investments of each individual partner towards the partnership firm.
- b. If the applicant is ongoing partnership/proprietorship firm and the applicant has submitted audited balance sheet of such partnership/proprietorship firm, net worth based on the audited balance sheet will be taken into consideration. However, if the net worth as per balance sheet is insufficient then the CA certified statement of Assets and Liabilities of the individual Partners/Proprietors will be taken into consideration provided assets are supported by relevant documents as per the guidelines.
- c. However, since in a partnership/proprietorship firm, liability of partners/proprietors is unlimited, therefore the applicant should submit CA certified "Nil Liability Statement" or Statement of "Assets and Liabilities" of the individual partners/proprietors and the net liabilities based on these statements will be deducted while ascertaining the net worth.

**(iii)** The aforementioned net worth components need to be supported by relevant documents

**(iv)** Shares of unlisted companies will be considered at face value for net worth and shares of listed companies will be considered based on the average market price of the share for a period of 6 months prior to date of submission of proposal.

**(v)** Assets such as car, jewellery, antiques, gold etc. would not be considered for net worth.

**(vi)** Loans and advances given to group companies/related concerns/individuals will also not be considered towards computation of net worth.

**(vii)** The applicant(s) will have to give a self-certification regarding the details of the encumbrance of the property submitted by them towards the net worth.

**(b)** In-principle or final term loan sanction from the bank/financial institution. The date of sanction of term loan should not be earlier than the date of issue of EoI.

**(c)** Availing term loan from the Bank / Financial Institutions (FI) for an amount not less than

20% of the project cost, except in case of North East States. In case of North East States term loan amount shall not be less than 10%.

- (d) A detailed appraisal note from the bank/financial institution specific to the proposal. Detailed Project Report /Techno Economic Viability Report merely stamped or endorsed by the Bank/ FI without detailed appraisal note shall not be considered as valid appraisal note and such proposals will not be considered for financial assistance.
- (e) Infusion of equity of at least **20%** and **10%** of the total project cost respectively for projects in general areas and for projects in North East States, Himalayan States, Islands & ITDP Areas.
- (f) Same applicant/ organization shall not be entitled for more than two grants from the Ministry under any of its schemes in five years.
- (g) Applicants/ Promoters who have availed assistance under any other scheme of the Ministry and apply under this scheme, then in such cases the previous project (s) should have achieved completion and commenced commercial operation/ production and successfully completed at least one year before the date of advertisement of EoI of this scheme.
- (h) No second proposal from the existing promoter(s), who have availed grant-in-aid for any of the cold chain projects from the Ministry of Food Processing Industries, will be entertained.
- (i) Expansion /upgradation of the existing facility(ies) in the same premises will not be entertained.
- (j) The grant will be restricted only to the plant & machinery and technical civil work created after the date of issue of Expression of Interest [EoI].
- (k) The applicant will have to set up the component of Farm Level Infrastructure and any one or both of the components from (b) and (c) in para 4 above. Location of the Farm Level Infrastructure should be clearly indicated in the DPR as well as bank appraisal note.
- (l) Considering the functional nature of the facility, irradiation facility will be treated as a standalone project for the purpose of availing grant.
- (m) Date of commercial operation should not be prior to the date of issue of EoI.
- (n) Not more than one application from the same applicant / company will be entertained. An application will be considered as second proposal if there are cross holdings of the promoter(s)/partner(s) between two applicants/entities. Shareholding pattern in case of companies, partnership deed and details of partner's capital accounts in case of partnership firms shall be submitted. Further, the details of PAN numbers of promoter(s)/partner(s) for an applicant entity shall also be submitted.

- (o) All equipment/ plant & machinery of the project should be new. Reconditioned/refurbished equipment/ plant & machinery will not be eligible for grant.
- (p) In case of dairy proposals whether process is automatic or not should be clearly mentioned in the proposal. In case of automatic plant, details of automatic components envisaged should be given in DPR.
- (q) The processing components and capacity of reefer/insulated vans mentioned in the approval letter will not be allowed to be dropped at subsequent stage.

## 9. DOCUMENTS AND FEE REQUIRED:

**9.1** Following documents are required to be uploaded on-line, duly signed by the lead promoter/ authorised signatory [When original documents are in regional language they should be accompanied by self-certified English/ Hindi translation]: -

- (a) Detailed Project Report (DPR) in the prescribed template as at **Appendix-I**.
- (b) CA/Statutory Auditor certificate in support of net-worth of the proposed project along with documentary proof.
- (c) Net-worth supporting documents as detailed in **para 8 (a)**
- (d) CA/Statutory Auditor certificate as per **Appendix-II** for the proposed project cost and means of finance.
- (e) The proposed component wise cost breakup of technical and other civil work by the Chartered Engineer (Civil) as per **Appendix-III**.
- (f) The proposed component wise cost breakup of P&M by the Chartered Engineer (Mechanical) as per **Appendix-IV**.
- (g) In-principle or Final term loan sanction from the Bank/ Financial Institution for availing term loan for an amount not less than 20% of the project cost, except in case of North East States. In case of North East States term loan amount shall not be less than 10%.
- (h) A detailed appraisal note, specific to the scheme, from the lending Bank / Financial Institution.
- (i) Certificate of incorporation/ registration of the applicant firm, Memorandum and Articles of Association in case of Company/ Bye laws of the Society, Co-operative, Self Help Group/ Registered partnership deed, etc.
- (j) Bio-data/background/ experience of the project promoter(s) in the field of food processing/ cold chain.



- (k) Annual reports and Audited Financial Statement of Accounts of the applicant firm/company/cooperative/ Partnership/ Self Help Group, etc. for last two years.
- (l) Self-attested English/ Hindi version of main facility land documents in support of land title in the name of the applicant or land lease, duly registered with the competent authority for not less than the period of 15 years.
- (m) Change in Land Use (CLU) permission for the project for the main facility land from the competent authority.
- (n) Certificate from lending Bank/ FI that the facility has not commenced commercial operations as on the date of issue of EOI.
- (o) An undertaking to be furnished by the applicant as per **Appendix-V**.
- (p) Proof of submission of requisite fee.
- (q) Quotations from the suppliers of Plant & Machinery and equipment, etc. for the project.
- (r) In case of irradiation facilities, the following documents are required to be furnished: -
  - (i) Letter from Bhabha Atomic Research Centre (BARC)/ Board of Radiation Isotope Technology (BRIT) that the technology is approved for intended process/products.
  - (ii) Technical agreement with BARC/ BRIT for installation & operationalization of plant.
- (s) Mandate form as per **Annexure-II** in respect of the applicant firm.
- (t) Self-attested copy of a PAN card of applicant firm.
- (u) **PFMS (CGA) Registration** – Controller General of Accounts (CGA) registration on pfms.nic.in of firm under agency type “private sector companies” and under the scheme name “Pradhan Mantri Kisan Sampada Yojana – Integrated Cold Chain and Value Addition Infrastructure (3608)”.
- (v) Certificate of SC/ST from the concerned Govt. Authority, if applicable.
- (w) In case of dairy proposals whether process is automatic or not and the details of automatic components envisaged, in the letter head of the firm.

## 9.2 Fee

The applicants are required to submit Demand Draft of ₹1,00,000 (Rupees One Lakh only) as refundable security deposit and ₹10,000 (Rupees Ten Thousand only) as non-

refundable cost of EOI document in favour of “Pay and Accounts Officer, Ministry of Food Processing Industries, New Delhi”.

#### **10. Expression of Interest (EOI):**

Applications under the scheme will be invited through EOI. Ministry of Food Processing Industries has introduced a system for online filing of applications on its website [www.mofpi.nic.in](http://www.mofpi.nic.in). The homepage of the website provides a link “Apply Online and Track Status here”. After filing online application, applicant should take print out of the online application form and submit the same along with requisite fees.

#### **11. Selection of Proposals for Financial Assistance:**

**11.1** All proposals received against EOI will be scrutinized by the Technical Committee (TC) to ascertain prima-facie eligibility and further appraisal/ evaluation of proposals found prima facie eligible. The recommendation(s) of the TC on each proposal (eligible or otherwise) will be placed before Inter-Ministerial Approval Committee (IMAC) for approval.

- (a) The proposals found prima facie eligible based on the basic eligibility criteria mentioned in para 8 above will be evaluated as per the assessment criteria at **Appendix-VI** of these guidelines.
- (b) A proposal would have to obtain a minimum of 60 marks in order to become eligible for consideration of grant-in-aid.
- (c) Subject to meeting the basic eligibility criteria, SC/ ST beneficiaries and the proposals from North East States will be given preference in sanction of the projects under the Scheme to the extent of earmarked fund allocation for each category.
- (d) In case of eligible proposals having equal marks preference will be given to the proposal envisaging higher project cost.

#### **11.2 Technical Committee (TC):**

The TC will have the following composition: -

- (a) Additional Secretary/ Joint Secretary, MOFPI, In-charge of the Cold Chain Scheme – Chairperson.
- (b) Managing Director, National Horticulture Board (NHB) or his nominee- Member
- (c) Economic Advisor, MoFPI-Member.
- (d) Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries or his Nominee-Member.
- (e) Joint Secretary/Director (Finance), MoFPI-Member.
- (f) Chairman, Agricultural & Processed Food Products Export Development Authority (APEDA) or his Nominee-Member.
- (g) Chairman, Marine Products Exports Development Authority (MPEDA) or his Nominee-Member.

- (h) Representative from BARC/BRIT for irradiation projects - Member.
- (i) State Representative from the concerned State Food Processing Mission Directorate (NMFP)-Member.
- (j) Two technical experts [(a)-Domain Expert and (b) Finance Expert] to be nominated by Secretary, FPI- Members.
- (k) Deputy Secretary/ Director (Cold Chain), MoFPI-Member Secretary.

### **11.3 Inter-Ministerial Approval Committee (IMAC):**

The IMAC will have following composition: -

- (a) Hon'ble Minister for Food Processing industries- Chairperson.
- (b) Secretary, MoFPI-Member.
- (c) Financial Adviser, MoFPI-Member.
- (d) Joint Secretary, In-charge Cold Chain Scheme, MoFPI– Convener& Member.
- (e) Principal Secretary, Industries/FPI of the concerned State-Member.
- (f) Joint Secretary, In-charge, MIDH, Ministry of Agriculture, Cooperation & Farmers Welfare-Member.
- (g) Representative of NABARD as Financial Expert-Member.
- (h) Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries - Member.

### **12. Pattern of release of grant:**

The grant-in-aid will be released in three installments of 25%, 40% and 35% as per following schedule: -

- (a) **1<sup>st</sup> installment of 25%** of the approved grant under the scheme will be released after ensuring that 25% of the promoter's contribution & 25% of the term loan have been spent on the eligible project cost and after site inspection conducted to ascertain the commensurate physical progress of the project. The promoter shall upload the documents for release of 1<sup>st</sup> Installment within 8 months (10 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.
- (b) **2<sup>nd</sup> installment of 40%** of the approved grant under the scheme will be released after ensuring the (i) utilization of first installment of grant released, (ii) 65% of promoter's contribution & 65% of term loan have been spent on the eligible project cost and (iii) after conduct of site inspection to ascertain commensurate physical progress of the project. An amount of 65% of the eligible cost of plant & machinery of main facility [farm level infrastructure, distribution hub and/or processing facility] and 25% of the eligible cost of plant & machinery of other facility should be spent. The promoter shall upload the documents for release of 2<sup>nd</sup> Installment within 14 months (18 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.

- (c) **3<sup>rd</sup> and final installment of remaining 35%** of the approved grant under the scheme will be released after ensuring the (i) utilization of the second installment of grant released, (ii) 100% of promoter's contribution & 100% of term loan has been invested in the eligible project cost, (iii) the project has achieved completion and commercial operation has started and (iv) after joint inspection by a team consisting of the representatives of MoFPI, NHB or APEDA or MPEDA or BARC/BRIT or DADF, the Bank (which has sanctioned the Term Loan) & PMA to ascertain the completion of the project and start of commercial operation /production. The promoter shall upload the documents for release of 3<sup>rd</sup> Installment within 20 months (24 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.
- (d) The documents to be uploaded on <http://sampada-mofpi.gov.in> by the promoter for the release of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> installment of the grant are at **Appendix-VII**.
- (e) As an incentive to those projects where criteria for release of 2<sup>nd</sup> and 3<sup>rd</sup> installments have been fulfilled by the promoter, both 2<sup>nd</sup> and 3<sup>rd</sup> installments can be released together as one installment. In such cases, the promoter shall upload all the required documents along with utilization certificate for the 1st installment- in a single application - for release of balance 75% of the approved grant. All the formalities and due diligence as stated above for release of 2<sup>nd</sup> and 3<sup>rd</sup> installments shall be carried out before releasing the grant.
- (f) All the transactions out of the grant-in-aid must be uploaded on EAT module of PFMS. The utilization of grant-in-aid will be monitored by the Ministry through EAT module of PFMS.

### **13. Implementation Schedule and Penalty:**

- 13.1** The implementation schedule for the project would be 20 months in general areas and 24 months in North East States, Himalayan States, ITDP Areas and Islands from the date of issue of the approval letter for the financial assistance. No extension of time for implementation of the project will be given. In exceptional circumstances, for the reasons beyond the control of the promoter(s), the implementation period may be extended with the approval of the Inter Ministerial Approval Committee (IMAC).
- 13.2** In case of non-implementation of the project as per the approval letter, the Ministry would have the discretion to cancel the approval granted to the project and to recall the grant, if any, released, with interest @ 10% per annum.
- 13.3** In case of failure to operate the project for at least three years after commencement of commercial operation, the promoter shall return the entire grant-in-aid with interest @ 10% per annum.
- 13.4** In case of the failure of the promoter(s) to refund the grant-in-aid amount with interest, in the event of non-implementation of the project as approved and / or utilization of the

grant for purposes other than on the approved components, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.

- 13.5** In case of any dispute arising out of interpretation of any of the terms and conditions as contained in the Scheme Guidelines and/or Approval Letter, the interpretation and decision there on of Ministry of Food Processing Industries shall be final and binding.
- 13.6** The Ministry may seek any clarification and/ or any document/ information at any stage of the project. The Ministry reserves the right to modify the Scheme Guidelines or any other terms and conditions as contained herein.
- 13.7** If at any point of time, it comes to the notice of the Ministry that the grant has been availed by manipulation/ concealment of information/ facts, the same shall be withdrawn immediately and the amount, if any, released shall be refunded along with interest at the rate of 10% per annum.
- 13.8** The assets created wholly or substantially out of the Government Grant shall not be disposed-off or encumbered or utilized for purposes other than those for which the grant has been sanctioned, without obtaining the prior approval of the Ministry. In case of non-compliance of this condition, the promoter(s) will be liable to refund the grant with interest @ 10% per annum. In case of the failure of the promoter(s) to refund the grant-in-aid amount with interest, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.
- 13.9** User charges/hiring rates of the facilities created under the project will be placed in the public domain by uploading the same on the website of the project/organization. A copy of the same will also be made available to the Ministry.
- 13.10** The promoter(s) of the completed projects will submit the following documents every year to the Ministry for next five years from the date of release of 3<sup>rd</sup> and final installment of the approved grant: -
- (a)** Audited Annual Financial Statement of the entity showing balance sheet, profit & loss account, schedule and notes to accounts of the cold chain project.
  - (b)** Percentage capacity utilization of the cold storage/ cold chain/ processing facilities.
- 13.11** The promoter shall make all possible efforts to complete the project as per the stipulated timelines mentioned in the approval letter. In case of non-adherence to stipulated timelines, except in case of *force de majeure* or reasons beyond the control of promoter, the IMAC may consider imposing penalty in terms of reducing the grant amount, on case to case basis as per following:
- (a)** Project is liable to be cancelled in case of non-adherence to the timelines of 30 days, 90 days and 1<sup>st</sup> instalment of grant due to the project unless extended by the IMAC.
  - (b)** The timeline for each installment as provided in para 12 (a, b & c) of the scheme guidelines and /or as approved by IMAC at the time of according approval shall be

applicable for this purpose. Only '*force de majeure*' reason will be accepted as genuine reasons for delay in cases where promoter fails to adhere to the timeline and request the Ministry for relaxation of penal action.

- (c) In case of non-adherence to the timeline of a particular installment due to the project, a penalty amounting to 1% of the quantum of installment due for release will be imposed for each month's delay beyond the stipulated timeline. The maximum amount of penalty, however, shall not exceed 5% of the installment to be released.
- (d) The penalty will be imposed for such delay till the date of submission of the complete documents to the Ministry for release of installment of the grant.
- (e) The decision of the IMAC shall be final and binding on imposition of the penalty, quantum of the penalty and the period for which the penalty is to be imposed.
- (f) In case of any dispute arising out of interpretation of any of the terms and conditions as contained in the Scheme Guidelines and/or Approval Letter, the interpretation and decision thereon of the Ministry of Food Processing Industries shall be final and binding.

- 14. **The Ministry shall have the final say regarding eligibility or otherwise of the proposals and selection of proposals for grant-in-aid.**
- 15. **Programme Management Agency (PMA):** The Ministry will implement the scheme with the assistance of Programme Management Agency (PMA). The role and responsibilities of the PMA are defined at **Appendix-VIII**.
- 16. **Ministry's decision final:** The decision of the Ministry in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, grant approved and imposition of penalty will be final and binding on the applicants.
- 17. **Court's Jurisdiction:** Any dispute arising out of selection of proposals and implementation of approved project under this scheme guideline will be subject to Courts/ Tribunals having jurisdiction over Delhi.



**[Refer Para 9.1 (a)]**

**Template of DPR**

1. Name of the applicant/ company / firm with details of registration no. of company / firm along with names of the directors/promoters in the prescribed format:

<b>S No.</b>	<b>Particulars</b>	<b>Details</b>
i.	Name of Applicant	
ii.	Legal Status of Applicant (Govt. Institution / organisation, NGO, Co-operative/ Company/ partnership firm/ proprietorship, Farmer Producer Company, Self Help Group, etc.)	
iii.	Registration No. of Applicant/CIN	
iv.	PAN of Applicant	
v.	Whether located in North East States, Himalayan States, Islands & ITDP Areas	
vi.	Whether lead promoter belong to SC/ ST/ Women	

2. Contact details of the Promoter(s)/Partner(s) including addresses, telephone, mobile, fax, e-mail, website, PAN etc.

<b>S No.</b>	<b>Name of Promoter(s)/Partner(s)</b>	<b>Address</b>	<b>Telephone No.</b>	<b>Mobile No.</b>	<b>E-mail Id</b>	<b>PAN No.</b>	<b>Any other details</b>
Please add additional rows, if needed.							

3. Experience of the lead Promoter(s)/Partner(s)/ Applicant Entity in Food Processing, Cold Chain (Pl. enclose documentary evidence regarding experience and turnover)

<b>S No.</b>	<b>Name of lead Promoter(s)/Partner(s)/ Applicant Entity</b>	<b>Details of Experience</b>	<b>Details of Turnover (year-wise)</b>	<b>Supporting Document attached, if any (Yes/No)</b>

4. Project Details:

- a. Components under the scheme as applicable to the project:

<b>S No.</b>	<b>Components</b>	<b>Numbers Proposed</b>
i.	Distribution Hub	
ii.	Farm Level Infrastructure	
iii.	Reefer/ Insulated Vehicles	

iv.	Irradiation Facility	
v.	Processing Facility, if any, proposed to be setup	

b. Sector of Project (Fruits & Vegetables/Dairy/Marine/Poultry/Fishery/Ready to Eat/Ready to Cook/ Mixed etc.): .....

c. Type of Operating Model (Rental, Rental+ Captive, Captive Use etc.)  
.....

## 5. Land Details.

(i) Proposed Locations of Land for all project facilities and status of their acquisition along with longitude & latitude coordinates

Location of Land	Facility (Distribution Hub/ Farm Level Infrastructure)	Area (Sqm)	Status of possession (Owned/ leased**) (Document Submitted Yes/No)	In case of lease (Period of lease in years **) (Documents Submitted Yes/No)	Status of Land Use Conversion (CLU) (Document Submitted Yes/No)	Connectivity Details. Distance (in kms) from: a. National Highway b. State Highway c. Freight corridor d. Golden Quadrilateral	Distance from Catchment Area (kms)	Coordinate Details (Longitude & Latitude)	Ref Pg no. in DPR*
Land 1	Distribution hub								
Land 2	Farm Level Infrastructure (FLI)						FLI should be in the catchment area.		
Please add additional rows in case of multiple locations									

\*DPR should have a detailed chapter on proposed land, raw material production and supply statics for the catchment area.

\*\* In case of leased land, period of lease should be not less than 15 years.

## 6. Proposed facilities

S. No.	Type of facilities proposed to be created	No. of Units	Total Capacity [MT, Ltrs, MT/Hr., where ever applicable]	Location		No. of Days of operation of each facility in a year
				Distribution Hub	FLI	
i.	CA Store					

ii.	Normal cold store				
iii.	Frozen store				
iv.	Pre-cooling Chambers				
v.	Sorting, Grading, Waxing, Weighing, Packing facility [Modify as per actual]				
vi.	Ripening Chambers				
vii.	IQF				
viii.	Blast Freezing				
ix.	Milk Processing Facilities				
x.	Milk Chilling Centres				
xi.	Bulk Milk Coolers (BMCs)				
xii.	Refrigerated Vehicles/ Reefer vans				
xiii.	Mobile Pre-coolers				
xiv.	Insulated Milk Tankers/ vans				
xv.	Insulated Distribution Vehicle				
xvi.	Irradiation Facility				
xvii.	Refrigerated Container				
xviii.	Refrigerated Carts				
xix.	Solar Powered Carts				
xx.	Refrigerated Cabinets				
	<b>Add other components not listed above</b>				

7. In case of dairy proposals, details of automatic facilities envisaged.

8. Proposed Project Financials

**a. Estimated Project cost details**

Item	Amount (₹ in lakh)
Site Development	
Technical Civil Work (TCW)*	
Other Civil Works	
Plant & Machinery (P&M)**	
Common Utilities like Water/ETP/ STP, etc.***	
Pre-operative Expenses	

Interest During Construction	
Margin Money for Working Capital	
Contingencies	
Add other items not listed above	
<b>Total Project Cost</b>	

**\* The component wise cost breakup of technical and other civil work should be provided in the Chartered Engineer (Civil) certificate in the prescribed format as enclosed as Appendix-III**

**\*\* The component wise cost breakup of P&M should be provided in the Chartered Engineer (Mechanical) certificate in the prescribed format as enclosed as Appendix-IV**

**\*\*\*The cost of common utilities may be provided in Chartered Engineer (civil) and Chartered Engineer (Mechanical) certificate where ever applicable.**

**b. Means of finance**

Item	Amount (₹ in lakh)
Promoter's Equity	
Term loan	
Eligible grant	
Unsecured loan	
<b>Total</b>	

**c. Basic Revenue Projections**

Item	Year 1	Year 2	Year 3	Year 4	Year 5
Turnover					
Cost of Operations					
Gross Profit					
Earnings Before Interest, Tax, Depreciation and Amortization (EBITDA)					
Profit before					

taxation					
Profit after taxation					

**d. Financial Parameters** (as per Bank Appraisal Note)

<b>S No.</b>	<b>Particulars</b>	<b>Details (Ratio/%)</b>	<b>Ref Page No. in DPR*</b>
i.	Internal Rate of Return (IRR) [(a) With and (b) without grant]		
ii.	Avg. Debt Service Coverage Ratio (DSCR)		
iii.	Break Even Point (BEP)		
iv.	Debt-Equity Ratio		

\*To be provided for section under the bank appraisal note highlighting the aforementioned detail.

- 9.** Availability of Raw Material in the Catchment Area - provide details such as Adequate Volume, Wider Mix of Raw Materials, Days of Operation in a Year along with supporting data.

**10.** Details of the catchment area of the project.

<b>S.No.</b>	<b>Location of the Catchment (Primary/secondary)</b>	<b>Name Village/Dist./APMC</b>	<b>Commodities to be sourced</b>	<b>Quantities to be sourced [MT/KLD- in case of milk] ( per annum)</b>	<b>Ref. Pg. no. in DPR*</b>

\*DPR should comprise of detailed chapter on proposed catchment (production and supply statistics).

**10.** Employment Generation projections

- Direct Employment: .....
- Contractual Employment with no. of days: .....
- Indirect Employment (specify): .....

- 11.** Details of renewable/ alternate energy sources including solar energy, if any, proposed to be used for operating the project including inter alia, details of power generation.

- 12.** Details of adoption of modern technology for reducing the carbon footprints and increasing operational efficiency: -

Sl. No.	Name of technology/ item	Basic cost (excluding taxes etc.)	How the technology will help in reducing carbon footprint and/or increase in operational efficiency

**13.** List of Manufacturers/ Suppliers of P&M (enclose quotations)

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

**Signature of the Applicant/Lead Promoter**

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

**CA Certificate Format  
(Letter Head of the CA)  
[Refer Para 9.1 (d)]**

**CA certificate (With membership No. and firm registration No. of CA) in the following format: -**

**Date:**

**i. Project Cost:**

<b>Sl. No.</b>	<b>Name of the Component/Item</b>	<b>Amount (₹ in lakh)</b>
1.	Land/development charges	
2.	Civil works — Technical civil works — Other civil works	
3.	Plant & Machinery	
4.	Misc. Fixed Assets	
5.	Others	
	<b>TOTAL</b>	

**ii. Means of Finance:**

<b>Sl. No.</b>	<b>Item</b>	<b>Amount (₹ in lakh)</b>
1	Promoter's Equity	
2	Term Loan	
3	Grant from MFPI	
4	Unsecured loan*	
5	Others	

\*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

**Signature and Seal of C.A (Statutory Auditor in case of company)**

Counter signature of promoter/ authorized signatory of company with Seal



**CE Certificate (Civil) Format for Technical Civil Work:  
(Letter Head of the CE)  
[Refer Para 9.1 (e)]**

**CE certificate (With membership/registration No. of CE) in the following format:**

**Date:**

**Name of Project:**

**Location with address:**

**Date of site Visit by Chartered Engineer:**

**Project Progress:** (If project has multiple locations, the location wise details should be submitted in below format for each location)

<b>Sl. No.</b>	<b>Name of Component</b>	<b>Proposed Area (sq.m)</b>	<b>Proposed Cost (₹ in lakh)</b>	<b>Rate/ Unit(₹/Sq.m)</b>
	<b>Total</b>			

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal

**CE Certificate (Mechanical) Format for Plant & Machinery:  
(Letter Head of the CE)  
[Refer Para 9.1 (f)]**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Date:**

**Name of project:**

**Location with address:**

**Date of Visit by Chartered Engineer:**

**Project Progress (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed Quantity	Proposed Cost (₹ in lakh)		Supplier/ Manufacturer (Supported by quotations)
			Basic Cost	Taxes, Freight, installation, insurance	
	Component -1				
	Component -2				
	Component -3				
	<b>TOTAL</b>				

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal

**UNDERTAKING**  
**[Refer Para 9.1 (o)]**

I ..... (Name of the Lead Promoter/ Lead Partner/ Proprietor etc.) son of Mr..... (father's name) resident of ..... (residential address) do hereby solemnly affirm and declare/undertake as under:

1. That I am promoter/ director/ partner/ proprietor of M/s..... (name of applicant) having its Registration no. ....and Registered Office at ..... (office address of applicant).
2. I hereby make application and I am duly authorized in my own right/by management vide its resolution no. ....dated.....to apply and sign all required documents including this undertaking on behalf of company/partnership firm/cooperative society etc. named as .....; and am fully aware of the facts relating to the setting up of integrated cold chain project at Survey/ Plot No....., Village.....,Tehsil.....,District.....,State....., PIN code ..... (location of the main facility) for.....(activities to be undertaken by project) and application is being made to the Ministry of Food Processing Industries (MoFPI) under the Central Sector Scheme for Integrated Cold Chain and Value Addition Infrastructure.
3. That the term and conditions of the above scheme of the MoFPI under which an application is made by the applicant have been properly read and understood by me and I affirm that the project/ proposal comply with all the terms and conditions of the approval letter and provisions enshrined in the scheme guidelines.
4. That the proposed activities to be undertaken by the project/proposal are covered under the above scheme of MoFPI and no part of the scheme/infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the near future.
5. It is certified that ..... (name of applicant) has not obtained or applied for grants for the same project, component, purpose or activity from any other Ministry or Department of the Government of India or State Government or their agencies.
6. It is certified that applicant's sister concern (s)/ related company / group company/firms as well as the applicant itself has not availed any financial assistance for a food processing project in the past from MFPI [if availed, the details shall be furnished separately].
7. I also solemnly affirm/undertake that the proposed project components in the application are a completely new activity and not a pre-existing activity or any component thereof.
8. In case of concealment of any facts in this regard, the MoFPI would have right to reject/ cancel my application/project out right at any stage.

9. I will meet any shortfall in means of finance due to less admissibility of grant or any future reduction in grant-in-aid or any escalation caused in the cost of the project.
10. I shall not dispose-off or encumber or utilize the assets created wholly or substantially out of government grant for purpose other than those for which they have been sanctioned, without obtaining the prior approval of the sanctioning authority of grant-in-aid.
11. In case of non-implementation/ delayed implementation of the project the Ministry will have absolute right in cancelling the approval granted and also recall the grant released, if any, along with interest as per the scheme guidelines.
12. In case of failure to operate the project for at least three years after commencement of commercial operation, I shall return the entire grant-in-aid with interest @ 10% per annum.
13. User charges/hiring rates of the facilities created under the project will be disseminated to the public including uploading of the same on the website of the project/ organization. A copy of the same will also be made available to the Ministry.
14. I also undertake that all the information furnished in the application and the DPR with respect to the eligibility conditions, etc. are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

**Date:** \_\_\_\_\_  
**Place:** \_\_\_\_\_

**Signature of the Applicant/Lead Promoter**

[Refer Para 11.1 (a)]

S. No.	Criteria for Evaluation of Integrated Cold Chain Proposals [A proposal would have to obtain a minimum of 60 marks in order to become eligible for consideration of grant-in-aid.]	Max Marks
1	<b>Adequate Volume and Wider Mix of Raw Materials (Suitability of Location, Project Site and Status of Possession of Land)</b>	<b>20</b>
	<b>i. Availability of raw materials</b> <b>a.</b> Raw material availability backed by latest data (not later than 3 years old) published by Central/ State Government: 5 marks <b>b.</b> Raw material availability data not published but duly authenticated by concerned block/district/ state authority: 3 marks <b>c.</b> If no raw material data has been submitted by the applicant: 0 mark <b>Note:</b> Source of raw material availability should be clearly mentioned in the DPR	5
	<b>ii.</b> Suitability of project location(s) for proposed operations and their connectivity through road, railways etc. If land is in close proximity to state/national highway/freight corridors/golden quadrilateral/ sea port marks may be awarded, as follows: <b>a.</b> Within 2 Kms: 5 marks <b>b.</b> 2 to 5 Kms: 3 marks <b>c.</b> More than 5 to 10 Kms: 2 marks <b>d.</b> Above 10 Kms : 0	5
	<b>iii.</b> Status of project land <b>a.</b> Main facility land in possession of the Applicant with approval for industrial use: 10 marks <b>b.</b> Main facility land in possession of the Applicant without approval for industrial use: 5 marks	10
2	<b>Experience in Cold Chain/ Food Processing:</b> <b>a.</b> Already in cold chain <u>and</u> food processing business having annual turnover of ₹5 crore and above during previous year:10 marks <b>b.</b> If in cold chain <u>or</u> food processing business having annual turnover of ₹5 crore and above during previous year:7 marks <b>c.</b> If in cold chain <u>or</u> food processing business having annual turnover of less than ₹5 crore during the previous year:4 marks	<b>10</b>
3	<b>Economic Viability of the proposal</b>	<b>10</b>

	<p>Economic Viability of Project Based on Bank Appraisal (Key financial parameters viz. IRR, DSCR, RoI)</p> <p>(The average of score for IRR and DSCR would be considered. IRR and DSCR will be taken from bank appraisal note. In case, IRR and/ or DSCR are not given in the bank appraisal note then the same will be taken from the DPR.)</p> <p><b><u>Max marks shall be given for IRR = 5 marks</u></b></p> <p>a. 5 marks shall be given if IRR &gt;20%</p> <p>b. 3 marks shall be given if IRR is between 15%-20%</p> <p>c. 1 mark shall be given if IRR is between 10%-15%</p> <p>d. Nil marks shall be given if IRR is less than 10%</p> <p><b><u>Max marks shall be given for DSCR = 5 marks</u></b></p> <p>a. 5 marks shall be given if DSCR &gt; 2.5</p> <p>b. 3 marks shall be given if DSCR is between 2.0 and 2.5</p> <p>c. 1 mark shall be given if DSCR is between 1.5 and 2.0</p> <p>d. Nil marks shall be given if DSCR &lt;1.5)</p>	
4	<p><b>Backward Forward Linkages</b></p> <p>a. 0.5 mark for each MoU/ Agreement for Backward Linkages– max.5 marks</p> <p>b. 0.5 mark MoU/Agreement for Forward Linkages – max. 5 marks</p>	10
5	<p><b>Proposed investment in Cold Chain Components</b></p> <p>a. Proposals creating farm level infrastructure, distribution hub and processing at different locations along with reefer/ insulated vans.</p> <p>b. Proposals creating farm level infrastructure and distribution hub but have combined the processing facility either at farm level infrastructure or distribution hub along with reefer/ insulated vans.</p> <p>c. Proposals creating farm level infrastructure with or without processing along with reefer/ insulated vans.</p> <p>d. Proposals for setting up irradiation unit.</p>	15
6	<p><b>Project proposing value addition/processing facilities such as IQF, vacuum freeze drying, spiral/tunnel/blast freezers, etc. for manufacturing of chilled/frozen value added products including value added fruits &amp;vegetables/ meat/ fisheries/ RTE/ frozen products, etc.</b></p>	5
7	<p><b>Proposals with investment in reefer transport with capacity not less than 70 MT</b></p>	5
8	<p><b>Proposed Investment in Farm Level Infrastructure [Excluding Cost of Project Land]</b></p> <p>a. Upto 30% of Project Cost: 5 marks</p> <p>b. More than 30% to 50%: 7 marks</p> <p>c. More than 50% : 10 marks</p>	10
10	<p><b>Leveraging of Investment in the Project</b></p> <p><b>For General Areas</b></p> <p>a. Proposed equity investment excluding land &lt; 2 times of grant sought: 5 marks</p> <p>b. Proposed equity investment excluding land &gt;= 2 times of grant sought: 10 marks</p> <p><b>For Difficult Areas</b></p> <p>a. Proposed equity investment excluding land &lt; grant sought: 5 marks</p> <p>b. Proposed equity investment excluding land &gt;= grant sought: 10 marks</p>	10
12	<p><b>Projects proposing to use renewable/ alternate energy source to power cold chain project more than 100 kW</b></p>	5
	<b>Total</b>	<b>100</b>

**Terms and conditions for release of grant-in-aid to the project****[Refer Para 12 (d)]**

1. The promoter shall upload and submit the following documents **within 30 days** of receipt of the approval letter:

(a) Acceptance Letter as per **Annexure-I**.

(b) The promoter needs to create three separate bank account(s) consisting of two separate current accounts with respect to the promoter contribution and grant-in-aid, and a term loan account. Details of bank accounts to be provided as below: -

Sl. No.	Current Accounts	Account No.	IFS Code	Name and Branch of Bank
1	Promoter contribution			
2	Term Loan			
3	Grant-in-aid			

(c) Details of the bank account pertaining to grant-in-aid are to be provided in the ECS mandate form as provided in **Annexure-II**.

(d) Counter signed copy of Approval Letter.

(e) Undertaking [as per **Appendix-V** duly signed by Lead Promoter/ Authorised Signatory (as the case may be)].

2. The promoter shall upload the following documents **within 90 days from the date of issue of approval letter**:

(a) **The Self-attested English/Hindi version of main facility [farm level infrastructure and/or distribution hub] land documents**, in support of land title in the name of the applicant or land lease, duly registered with the competent authority for not less than the period of 15 years.

(b) **Change in land use (CLU)** permission for the main facility **[farm level infrastructure and/or distribution hub]** land from the competent authority, wherever applicable.

(c) Final term loan sanction letter from Bank/FI.

(d) Latitudes and Longitudes Co-ordinates of the main project facility (Farm Level Infrastructure/ Processing Centre/ Distribution Hub, as the case may be).



- (e) Revised means of finance, factoring in the approved grant-in-aid, duly certified by the Bank/Financial Institution. (In cases where approved grant-in-aid is less than the grant-in-aid sought as per Bank Appraisal/ DPR submitted with the proposal.)
- (f) Revised implementation schedule, if any, of the project, detailing the specific dates/year for the completion of each stage of the implementation of the project duly certified by the concerned lending bank and countersigned by the promoter(s).
- (g) The promoter is required to upload the claim for release of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> instalment of grant-in-aid (as the case may be) online on the aforementioned portal as per the enclosed Check List, duly ink signed and stamped by the authorised signatory.
- (h) Valid Consent to Establish from the Central/ State Pollution Control Board.
- (i) Approved building plan from the relevant Competent Authority of the Main Facility and/or the Farm Level Infrastructure, as applicable.

### 3. Release of Grant-in-aid

- (a) The promoter shall upload the following documents for 1<sup>st</sup> Installment within 8 months (10 months in case of North East States, Himalayan States, ITDP Areas & Islands) from the date of issue of the approval letter: -
  - (i) **Surety Bond as per Annexure-III** – To be executed by the beneficiary/applicant on a Non-Judicial stamp paper of not less than Rs.100, duly notarized and signed by two independent witnesses (other than promoters) along with Board resolution/certificate from Board of Directors/promoters (as applicable) authorizing one of the directors/partners as authorized signatory of documents. [Original hard copy of surety bond to be submitted to the Ministry].
  - (ii) Certificate from CA certifying that the expenditure for plant & machinery and technical civil work in the project has been incurred after the date of issue of Expression of Interest [EoI].
  - (iii) **CA certificate-** Latest certificate of actual expenditure along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should establish that at least 25% of the promoter's contribution and at least 25% of the term loan has been utilized on the eligible project cost as per **Annexure-IV**. Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter are to be given as per **Annexure-IV**.

- (iv) **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.
  - (v) **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-VI**.
  - (vi) **Certificate** from the concerned bank/ financial institution which has sanctioned term loan for the project, as per **Annexure-VII**, certifying that:-
    - a. It has disbursed 25% of the term loan of the total sanctioned term loan; and
    - b. Has no objection for disbursement of 25% of the grant-in-aid being released by the Ministry.

Bank Statement(s) –Certified bank statements of all accounts from where payments are received and made till date of expenditure of 25% of promoter’s contribution and 25% of term loan on the eligible project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.
  - (vii) **Self-attested English/Hindi version for at least 65% of the number of collection centres/ farm-level infrastructure**, in support of land title in the name of the applicant or land lease, duly registered with the competent authority for not less than the period of 15 years. In case of facilities such as BMCs, chilling centres where TCW is not envisaged, the registered lease deed and CLU may not be required. However, copies of land documents / rent agreements for not less than the period of 15 years, as applicable, will be required.
  - (viii) **Change in land use (CLU)** permission for the 65% Collection Centres/ farm-level infrastructure land from the competent authority, wherever applicable.
  - (ix) **PFMS (CGA) Registration** – Registration of firm on pfms.nic.in under the scheme name “Pradhan Mantri Kisan Sampada Yojana – Integrated Cold Chain and Value Addition Infrastructure (3608)”.
  - (x) Any other condition which may be specified from time-to-time.
- (b) The promoter shall upload the following documents for 2<sup>nd</sup> Installment of grant within 14 months (18 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of approval letter: -

- (i) **CA certificate-** Latest certificate of actual expenditure on the project along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should ensure that at least 65% of the promoter's contribution and at least 65% of the term loan along with grant-in-aid released has been utilized on the eligible project cost as per **Annexure-IV**. An amount of 65% of the eligible cost of plant & machinery of main facility [farm level infrastructure, distribution hub and/or processing facility] and 25% of the eligible cost of plant & machinery of other facility should be spent.  
Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter are to be given as per **Annexure-IV**.
- (ii) **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.
- (iii) **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-VI**.
- (iv) **Certificate** from the concerned **bank/ financial institution** which has sanctioned term loan for the project, as per **Annexure-VII**, certifying that: -
  - a. It has disbursed 65% of the term loan of the total sanctioned term loan and has also released 1<sup>st</sup> installment of grant-in-aid; and
  - b. Has no objection for disbursement of 40% of the grant-in-aid being released by the Ministry.
 Bank Statement(s) –Certified bank statements of all accounts from where payments are received and made till date of expenditure of 65% of promoter's contribution and 65% of term loan on the eligible project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.
- (v) **Utilization Certificate** of the 1<sup>st</sup> Installment of the grant as per **Annexure-VIII**– In the format provided in GFR 19-A duly certified by the promoter and counter signed by Chartered Accountant.
- (vi) Utilization/Expenditure of 1<sup>st</sup> installment of grant released in Excel sheet uploaded in EAT MIS Process.
- (vii) Screen shot of Utilization Certificate of 1<sup>st</sup> installment generated through EAT Module of PFMS.
- (viii) Valid Consent to Establish or Operate, as the case may be, from the Central/

State Pollution Control Board.

- (ix) **Self-attested English/Hindi version for remaining collection centres/ farm-level infrastructure**, in support of land title in the name of the applicant or land lease, duly registered with the competent authority in favour of the applicant for not less than the period of 15 years. In case of facilities such as BMCs, chilling centres where TCW is not envisaged, for the remaining BMCs, chilling centres the copies of land documents / rent agreements for not less than the period of 15 years, as applicable, will be required.
  - (x) **Change in land use (CLU)** permission for remaining Collection Centres/ farm-level infrastructure land from the competent authority, wherever applicable.
  - (xi) Any other condition which may be specified from time-to-time.
- (c) The promoter shall upload the following documents for 3<sup>rd</sup> and final Installment within 20 months (24 months in case of North East States, Himalayan States, ITDP Areas & Islands) from the date of issue of the approval letter: -
- (i) **CA certificate-** Latest certificate of actual expenditure on the project along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should establish that 100% of the promoter's contribution, 100% of the term loan and 2<sup>nd</sup> Installment of Grant-in-aid has been utilized in the project as per **Annexure-IV**.  
Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter to be given as per **Annexure-IV**.
  - (ii) **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.
  - (iii) **Certificate from Chartered Engineer (Mechanical)** for Plant and Machinery indicating item wise progress, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-VI**.
  - (iv) **Certificate** from the concerned bank/ financial institution which has sanctioned term loan for the project, as per **Annexure-VII**, certifying that:-
    - a. It has disbursed 100% of the term loan of the total sanctioned term loan and has also released 2<sup>nd</sup> installment of grant-in-aid; and
    - b. Has no objection for disbursement of 35% of the grant-in-aid being released by the Ministry.

Bank Statement(s) –Certified bank statements of all accounts from where payments are received and made till date of completion of 100% of the project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.

- (v) **Utilization Certificate** of the 2<sup>nd</sup> Installment of the grant as per **Annexure-VIII**– In the format provided in GFR 19-A duly certified by the promoter and counter signed by Chartered Accountant.
- (vi) Utilization/Expenditure of 2<sup>nd</sup> installment of grant released in Excel sheet uploaded in EAT MIS Process.
- (vii) Screen shot of Utilization Certificate of 2<sup>nd</sup> installment generated through EAT Module of PFMS.
- (viii) Valid Consent to Operate from the Central/ State Pollution Control Board.
- (ix) Declaration of completion of the project and start of commercial operation, duly certified by the Bank.
- (x) Display of information prominently on the front of the project building/ vehicles stating that the **“Project is assisted by the Ministry of Food Processing Industries, Government of India”**.
- (xi) Statutory Clearance(s) / Approval(s) for power & water connections.
- (xii) License under Food Safety and Standards Act, 2006.
- (xiii) Registration/ license with Warehousing Development & Regulatory Authority (WDRA), if applicable.
- (xiv) Registration certificate of reefer vans and insulated vehicles.
- (xv) Any other condition which may be specified from time-to-time.

**ROLE AND RESPONSIBILITIES OF PROGRAMME MANAGEMENT AGENCY(PMA)**

**[Refer Para 15]**

- (i) Scrutiny of the Proposals received against the EOI/advertisement and assists the Ministry in selection of eligible proposals.
- (ii) Appraisal of the DPR/projects indicating financial viability, commercial sustainability and socio-economic impact and presentation of the appraisal to the Ministry for approval.
- (iii) Assist the Ministry in issue of approval letters to the selected projects.
- (iv) Assist/advise the Ministry in release of the grant to the approved projects. Scrutiny of the proposals for release of grant as per the scheme guidelines. Undertake site inspections to assess the actual physical progress and verify the claims/documents submitted by the applicant for release of grant and make recommendations to the Ministry. In addition to carrying out mandatory site inspections before release of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> installment of grant, the PMA will also carry out additional site inspections as and when requested by the Ministry to ascertain the status of implementation of a particular project.
- (v) Monitoring and reporting the progress of the cold chain projects to the Ministry periodically on the basis of defined milestones or as directed by the Ministry.
- (vi) Updating the data regularly in the online dashboard monitoring system for monitoring the progress of the assisted cold chain projects. The portal will have to be kept updated at all times.
- (vii) Development and implementation of suitable Operation & Management (O&M) plan for the assisted projects.
- (viii) Assist MFPI in bench marking the cold chain/irradiation technology and developing technical standards/ protocols, and cost norms for setting up of cold chains/ irradiation infrastructure.
- (ix) Provide suitable technical inputs on any aspect of the cold chain and related matter as and when required by the Ministry.
- (x) Assist in formulating, analysis and evaluation of the scheme guidelines.
- (xi) Assist the Ministry in getting the cold chain projects accredited to WDRA or any other regulatory agency.
- (xii) Provide inputs for preparing reports, templates, forms and check lists related to the effective implementation of the scheme.
- (xiii) Provide inputs for preparation of the agenda notes and minutes of the Technical Committee and Inter-Ministerial Approval Committee for the cold chain scheme.
- (xiv) Assist the Ministry in analysis of nation wise, state wise and cluster wise requirements of the cold chain/cold storage facilities.
- (xv) Checking the authenticity of the documents submitted by the applicants.
- (xvi) Any other duty and responsibility assigned by the Ministry from time to time.

**[ACCEPTANCE LETTER]**

**(To be submitted on the letter Head of the Company/firm within 30 days of issue of approval letter)**

**To**

Under Secretary  
Cold Chain Division  
Ministry of Food Processing Industries  
Panchsheel Bhawan, August Kranti Marg  
New Delhi 110049  
E-mail: coldchain.mofpi@gov.in

**Subject** : Proposal of M/s \_\_\_\_\_ for grant-in-aid for setting up of Integrated Cold Chain projects under the Scheme of Integrated Cold Chain and Value Addition Infrastructure at \_\_\_\_\_ (complete address of main location) -reg.

**Sir,**

With reference to the approval letter No. \_\_\_\_\_ dated \_\_\_\_\_ of the Ministry of Food Processing Industries, Government of India on the captioned subject I, \_\_\_\_\_ (Promoter Director/proprietor/Partner) of M/s \_\_\_\_\_ have carefully gone through the provisions of Scheme Guidelines dated 18.01.2019 for Integrated Cold Chain and Value Addition Infrastructure, the Undertaking furnished by me in **Appendix-V** of Scheme Guidelines along with the proposal and the terms and conditions mentioned in the aforementioned approval letter and hereby undertake to abide by the same.

**2.** I hereby also confirm the components/capacities as detailed in the Para 1 of the aforementioned Approval letter that would be created at the Farm Level Infrastructure/Distribution Hub/ Reefer Transport/ Insulated Transport/Mobile Pre-Cooler (Nos. and capacities). If the capacities/components mentioned in the approval letter differ with those mentioned in the proposal submitted to the Ministry against EOI dated \_\_\_\_\_, please specify along with justifications.

**Promoter Director/Proprietor/Partner  
(Name & Signature)**

**Note: This acceptance is to be signed only by the lead promoter and not by the authorized signatory.**



**Mandate Form**  
**[Refer Para 9.1 (s) & Appendix-VII, Para 1. (c)]**

**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) /REAL TIME GROSS  
SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS**

**DETAILS OF ACCOUNT HOLDER:**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

**BANK ACCOUNT DETAILS: -**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS TELEPHONE NUMBER AND EMAIL	
BRANCH'S IFSC CODE	
BANK ACCOUNT	Grant-in-Aid
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

**DATE OF EFFECT: -**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the Ministry of Food Processing Industries responsible.

Date

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Signature and Seal of Bank)

**[Refer Appendix-VII, Para (3) Sub Para (a) i]  
SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s \_\_\_\_\_, a \_\_\_\_\_ (Type of organization) incorporated / registered under the \_\_\_\_\_ (Name of the Act) and having its registered office at \_\_\_\_\_ (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of ₹ \_\_\_\_\_ (Rupees \_\_\_\_\_ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand \_\_\_\_\_

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries' Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids of ₹ \_\_\_\_\_ (Rupees \_\_\_\_\_ Only) for the purpose of \_\_\_\_\_, (description of the project) at \_\_\_\_\_, out of which the sum of ₹ \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms and conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aid and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon, if a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged up to the date of its refund to the Government, unless it is agreed to be carried over.

The obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive/ have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created/ acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing

Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_ Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy of whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

Signature of AUTHORIZED SIGNATORY

SIGNED FOR AND ON BEHALF OF

(Name of the obliger in block letters)

(seal/ stamp) of Organization)

1. Signature of witness

2. Signature of witness

Name & Address

Name & Address

**TO BE FILLED UP BY**

**THE MINISTRY OF FOOD PROCESSING INDUSTRIES (ACCEPTED)**

For and on behalf of the President of India

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

Notary Seal &  
Signature

**[Refer Appendix-VII, Para (3) Sub Para (a) iii, Sub Para (b) i & Sub Para (c) i]  
CA Certificate Format  
(Letter Head of the CA)**

**Date:**

**CA certificate (With membership No. and firm registration No. of CA) in the following format:-**

The certification is based on the verification of books of accounts, bills, invoices, work orders, bank statements, etc. related to the \_\_\_\_\_ (name of the project).

**i. Project Cost: (₹ in lakh)**

Sl. No.	Name of the Component/Item	Cost approved by the Ministry	Actual expenditure incurred as on -----		
			Basic	Taxes etc.	Total
1.	Land/development charges				
2.	Civil works — Technical civil works — Other civil works				
3.	Plant & Machinery				
4.	Misc. Fixed Assets				
5.	Others				
	<b>TOTAL</b>				

**ii. Means of Finance: (₹ in lakh)**

Sl. No.	Item	Means of finance approved by the Ministry	Actual expenditure incurred as on -----
1	Promoter's Equity		
2	Term Loan		
3	Grant from MFPI		
4	Unsecured loan*		
5	Others		

\*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

\*Details of advance payment should be provided separately in Annexure

**Signature and Seal of C.A (Statutory Auditor in case of company)**

Counter signature of promoter/ authorized signatory of company with Seal

**Annexure to CA certificate certifying details of payments made for Plant & Machinery and Technical Civil Work**

<b>Sl. No.</b>	<b>Name of Party</b>	<b>Components</b>	<b>Voucher /Bill no.</b>	<b>Date of Voucher/Bill</b>	<b>Basic Cost</b>	<b>Taxes, freight, installations, insurance costs</b>	<b>Total Cost</b>	<b>Date of Payment as per bank statement</b>	<b>Mode of Payment</b>	<b>Amount paid as per bank statement</b>

[Refer Appendix-VII, Para (3) Sub Para (a) iv, Sub Para (b) ii & Sub Para (c) ii]

**CE Certificate (Civil) Format for Technical Civil Work:  
(Letter Head of the CE)**

**CE certificate (With membership/registration No. of CE) in the following format:**

**Date:**

**Name of Project:**

**Location with address:**

I, \_\_\_\_ (name of CE), visited the site on \_\_\_\_\_ (Date of site Visit) and verified the actual area and volume of work. Based on actual progress on the site and invoices for respective components, I certify that the civil work cost of the project components is in line with the prevailing unit rates of the civil cost depending on various specifications and requirements.

**Project Progress:** (If project has multiple locations, the location wise details should be submitted in below format for each location)

The total expenditure incurred on the project towards civil work is economical and its summary is enclosed hereby.

Sl. No.	Name of Component	Proposed/ appraised Area (sqm)	Proposed/ appraised Cost (₹ in lakh)	Actual Area(sqm)	Actual Cost (₹ in lakh)		Rate/ Unit (₹/Sqm)	Remarks about the status of implementation	Comments on quality, construction standards, market rates
					Basic Cost	Taxes, Freight, installation , insurance			
	<b>Total</b>								

**It is certified that the material/ components used in the Technical Civil Work are new.**

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal

[Refer Appendix-VII, Para (3) Sub Para (a) v, Sub Para (b) iii & Sub Para (c) iii]

**CE Certificate (Mechanical) Format for Plant & Machinery:  
(Letter Head of the CE)**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Date:**

**Name of Project:**

**Location with address:**

I, \_\_\_\_ (name of CE), visited the site on \_\_\_\_\_ (Date of site Visit) and verified the cost of various plant & machinery available at the project site and invoices for respective components as well. Based on this I certify that the plant & machinery brought to the site are new and are in line with prevailing cost in the industry.

**Project Progress:** (If project has multiple locations, the location wise details should be submitted in below format for each location)

The total expenditure incurred on the project towards plant & machinery is economical and its summary is enclosed hereby.

Sl. No.	Name of Component	Proposed/ appraised Quantity	Proposed/ appraised Cost (₹ in lakh)	Actual Quantity	Actual Cost (₹ in lakh)		Supplier/ Manufacturer	Status of implementation	Comments on quality, specifications, etc.
					Basic Cost	Taxes, Freight, installation, insurance			
	Component -1							Such as: •Ordered •Received at site •Installation in progress •Installed •Commissioned	
	Component -2								
	<b>TOTAL</b>								

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal



**[Refer Appendix-VII, Para (3) Sub Para (a) vi, Sub Para (b) iv & Sub Para (c) iv]**

**(Letter Head of the Bank)**

**Certificate**

**Date:**

1. Certified that this bank has appraised the project of M/s..... (Name and Address of the project) for grant as per scheme guidelines of the Ministry of Food Processing Industries and also sanctioned term Loan of ₹ ..... lakh.
2. It is further certified that we have released ₹ ..... lakh (---% of sanctioned term loan) and ₹..... lakh (1<sup>st</sup>/ 2<sup>nd</sup> Installment of grant-in-aid) to M/s ..... (Name and Address of the project).
3. We have no objection in releasing 1<sup>st</sup>/ 2<sup>nd</sup> / 3<sup>rd</sup> (delete whichever not applicable) installment of grant.

Signature with seal  
(Name of authorised signatory)  
(Branch Name)

Counter Signature of promoter/ Authorized  
Signatory of company with seal

**Utilization Certificate**  
**[Refer Appendix-VII, Para (3) Sub Para (b) vi & Sub Para (c) vi]**

**PROFORMA**

<b>S. No.</b>	<b>Letter No. &amp; Date</b>	<b>Amount</b>
<b>1.</b>		

Certified that out of ₹ \_\_\_\_\_ of grant-in-aid sanctioned during the year \_\_\_\_\_ in favour of \_\_\_\_\_ under this Ministry/ Department letter No. given in the margin and ₹ \_\_\_\_\_ on account of unspent balance of the previous year, a sum of ₹ \_\_\_\_\_ has been utilized for the purpose of \_\_\_\_\_ for which it was sanctioned, that the balance of ₹ \_\_\_\_\_ remaining un-utilized at the end of the year \_\_\_\_ has been surrendered to Government (vide No. \_\_\_\_ dated \_\_\_\_ ) / will be adjusted towards the grants-in-aid payable during the next year \_\_\_\_\_.

2. Certified that I have satisfied myself that conditions on which the grant-in-aid was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

- 1.
- 2.
- 3.

Signature of Promoter/ Authorized signatory of Company with seal \_\_\_\_\_

Date\_\_\_\_\_

Counter signature of  
Chartered Accountant  
with CA Registration  
No.



**F. No. CE-13016/11/2018-CEFPPC**  
**भारत सरकार/Government of India**  
**खाद्य प्रसंस्करण उद्योग मंत्रालय**  
**Ministry Food Processing Industries**  
**पंचशील भवन, अगस्त क्रांति मार्ग**  
**Panchasheel Bhawan, August Kranti Marg**  
**नई दिल्ली/New Delhi-110049**

\*\*\*\*\*

Dated: 29.08.2019

**Subject: Further modified operational guidelines for the Scheme for Creation / Expansion of Food Processing & Preservation Capacities (CEFPPC) of Pradhan Mantri Kisan Sampada Yojana (PMKSY).**

Ministry of Food Processing Industries (MoFPI) is implementing a Central Sector Scheme for Creation / Expansion of Food Processing & Preservation Capacities (CEFPPC) of Pradhan Mantri Kisan Sampada Yojana (PMKSY) for the period upto 2019-20. The proposals under the scheme are invited online through Expression of Interest (EOI) issued by the Ministry from time to time.

2. Based on the experience gained during the implementation of the scheme, the operational guidelines of the Scheme for Creation / Expansion of Food Processing & Preservation Capacities (CEFPPC) have been further modified to make the scheme more investor friendly.

3. The modified operational guidelines for the Scheme for Creation / Expansion of Food Processing & Preservation Capacities (CEFPPC) are hereby notified for the information of all the stakeholders and public at large.



**(Surendra Singh)**  
Deputy Industrial Adviser  
Tel. No. 011-26406538  
Email: [surindersingh@nic.in](mailto:surindersingh@nic.in)

**MINISTRY OF FOOD PROCESSING INDUSTRIES**

**Revised Operational Guidelines for implementation of Scheme for Creation / Expansion of Food Processing & Preservation Capacities (CEFPPC)**

**1. Objectives:**

The main objective of the Scheme is creation of processing and preservation capacities and modernization /expansion of existing food processing units which will help in increasing the level of processing, value addition and thereby lead to reduction of wastage and enhancement of farmers' income.

**2. Eligible sectors:**

Food processing sectors eligible under the Scheme includes –

(i). Fruits & vegetables processing,

(ii). Milk Processing

(iii). Meat/poultry/fish processing,

(iv). Ready to Eat / Ready to Cook Food Products/ Breakfast cereals/ Snacks / bakery and other food products including nutritional health foods.

(v). Grains/pulses, oil seed milling and processing based on modern technology.

(vi). Modern Rice milling.

(vii). Other agri-horti products including spices, coconut, soybean, mushroom processing, honey processing, etc.

(viii). Fruits/ Honey based wines.

(ix). Natural Food flavors, food additives/ food extracts & colours, oleoresins, guar gum, cocoa products etc.

(x). Manufacturing jaggery from sugarcane and value added products from jaggery (as raw material) except sugar mills.

(xi). Any other sector that makes food products fit for human consumption.

(xii). Animal feed manufacturing unit to be set up in Mega Food Parks and Agro Processing Clusters approved by the Ministry from time to time.

- The activities related to manufacture of aerated water, packaged drinking water and carbonated drinks will not be considered for financial assistance under the Scheme.
- Farming activities such as dairy farming, poultry farming, mushroom farming, hatcheries etc. are not eligible sector under the scheme.

### 3. Indicative list of eligible processing activities:

The processing units undertake a wide range of processing activities which result in value addition, enhancing shelf life of the products and reduction of wastage. An indicative list of processing activities as integral part of the main processing units is given below.

(i). Sorting, grading, washing, peeling, cutting, sizing;

(ii). Blanching, crushing, extraction, pulping;

(iii). Drying, de-husking, de-hulling, splitting, depodding, deseeding, colour sorting, pulverization, extrusion, freeze drying / dehydration, frying, etc.;

(iv). Pasteurization, homogenization, evaporation, concentration, etc.

(v). Packaging facilities like canning, aseptic packaging, vacuum packaging, bottling, edible packaging, labelling, any other specialized packaging etc.

(vi). Chemical preservation, pickling, fermentation or any other specialized facility required for preservation activities etc.

(vii). Individual Quick Freezing (IQF), blast freezing, plate freezing, spiral quick freezing etc.

(viii). Controlled temperature transport like coolers / refrigerated / insulated / ventilated transport.

(ix). All other processing / preservation/ transport / storage facilities etc. adjunct to value addition and shelf life enhancement of food products would be eligible. Standalone activities like temperature controlled transportation/ storage facilities etc. will not be considered under this scheme. The project should include and result in creation/ increase in processing capacity.

**Note:** The above list is only illustrative and not exhaustive. Food Processing Industry is fast growing industry and several innovative processing technologies are being developed day by day which can also be considered under this Scheme if deemed fit.

### 4. Eligible organizations:

(i). Organizations such as Central and State PSUs / Joint Ventures / Farmer Producer Organizations (FPOs)/ NGOs / Cooperatives / SHGs / Public and Pvt. Ltd. Companies / Limited Liability Partnerships/Corporate Entity/ Proprietorship Firms/ Partnership Firms engaged or propose to engage in creation/ expansion/ modernization of food processing and preservation capacities would be eligible for financial assistance under the Scheme. For the purpose of these guidelines, the above mentioned entities shall be treated as 'Implementation Agency/ Applicant organization'.

(ii). Proposals received from Scheduled Caste (SC)/ Scheduled Tribe (ST) promoters holding 100% stake in the implementation Agency/ applicant organization, will be treated as SC/ST proposals. Such implementation agency/ applicant organization will be treated at par with the difficult areas for the purpose of extending benefits under the scheme. For any change in the

constitution/ composition of such implementation agencies/ applicant organization, prior permission of Ministry shall be required.

5. The proposals for creation/ expansion/ modernization of food processing & preservation units will be considered in Mega Food Parks (MFPs), Agro-processing Clusters assisted by the Ministry and in designated food parks notified by the Ministry from time to time. However, in State/UTs having no Mega Food Park, Agro Processing cluster or designated food park, units may be considered anywhere.

**6. Pattern of assistance:**

The scheme envisages financial assistance to food processing units in the form of grant-in-aid as under:

(i). 35% of the eligible project cost subject to a maximum of Rs. 5.00 crore in General Areas;

(ii). 50% of the eligible project cost subject to a maximum of Rs. 5.00 crore in North Eastern States including Sikkim and Difficult areas i.e. Himalayan States (Himachal Pradesh, J&K & Uttarakhand), State Notified ITDP areas and Islands (Union Territories of Andaman& Nicobar and Lakshadweep).

**7. Project Management Agency (PMA):**

(i). MOFPI has engaged professional agencies as PMAs to assist in implementation of the scheme.

(ii). Project Management Agencies will assist Ministry in examination, evaluation and monitoring of the proposals. Roles and responsibilities of the PMA are given in **Appendix -L**.

**8. Ineligible components:** The following items will not be considered eligible for calculation of the grant for the unit:

(i). Compound wall, Administrative Office Building, Labour quarters for employees/ workers and any other civil work not directly related to the production and processing.

(ii). Cost of land for the project.

(iii). Fuel, consumables, spares and stores.

(iv). Computers, AC with ducting and allied office furniture.

(v). Personal Transport vehicles.

(vi). Second hand/ old machines / refurbished machinery.

(vii). Expenditure on painting of machinery.

(viii). Stationery items.

(ix). Pre-operative expenses, consultancy Fee, Margin Money, working capital, contingencies and the expenditure made by the applicant on the eligible project cost before the date of issue of sanction / approval letter by the Ministry shall not be considered as part of eligible project cost.

This is only an illustrative list and not exhaustive list of ineligible items. The Inter Ministerial Approval Committee (IMAC) will be the final authority to decide on the admissibility of the grant and the eligibility or otherwise of the items for this purpose.



## 8.2 Eligible Project Cost:

Includes the cost of plant & Machinery and Technical civil work including applicable taxes except for ineligible items as mentioned in para 8 above. Cost of 'Utilities' essential for the plant i.e. Water pipeline, DG set, Transformer, Boiler, Solid waste treatment plant, ETP, etc. will be considered under eligible project cost subject to restriction of above cost being maximum 25% of the total project cost.

8.3 The cost norms notified by MIDH/ NHB/ MoFPI, wherever available, shall be applied while calculating the eligible project cost and grants-in-aid for the proposals received under the scheme.

## 9. Eligibility Criteria:

(i). The promoter's capital/ equity investment on the project should not be less than 20% of the total project cost (excluding land cost) in case of general areas and 10% of the total project cost (excluding land cost) in case of NER, difficult areas, SC, ST and islands

(ii). Availing term loan from the bank/ Financial Institution minimum *20% of the total project cost (except for proposals submitted by Central/State Government)*

(iii). Only those proposals shall be eligible in which final sanction of term loan has been accorded by the *Banks/Financial Institutions after the date of advertisement of EoI of this Scheme*. Further, disbursement of term loan and its utilization shall be only after the date of issue of sanction / approval letter by the Ministry.

(iv). Proposals (in Mega Food Parks (MFPs), Agro-processing Clusters assisted by the Ministry and in designated food parks notified by the Ministry) should have minimum eligible project cost of Rs. 3 (three) crore in general areas and Rs. 1 (one) crore in case of North Eastern States including Sikkim and Difficult areas i.e. Himalayan States (Himachal Pradesh, J&K & Uttarakhand), State Notified ITDP areas and Islands. However, in State/UTs having no Mega Food Park, Agro Processing cluster or designated food park, units may be considered anywhere with minimum eligible project cost.

(v). Special provision for SC / ST entrepreneurs having 100% stake in the applicant firm:

Proposals having eligible project cost of Rs. 1 (one) crore or more will be considered anywhere / irrespective of location subject to meeting other terms & conditions of the scheme guidelines.

(vi). Applicants/ Promoters who have availed assistance under this scheme, can apply again only after *one year of successful completion of the Project* (to be reckoned from the date of release of final installment of grant). However, the Promoter(s) of Mega Food Parks and Agro processing clusters approved by the Ministry who are desirous to set up units in their respective Mega Food Park & Agro Processing Cluster will be eligible for availing financial assistance for more than one unit(s) under the scheme at any point of time.

## 10. Submission of application:

The procedure for submission of applications is as follows:

(i). Applications under the scheme will be submitted online against Expression of Interest (EoI) issued from time to time for inviting proposals. The proposals have to meet the following basic eligibility criteria to be considered under the scheme:

(ii). Applicants fulfilling the above eligibility criteria under the scheme are required to submit online application in the prescribed format **(Appendix-A)** attaching therewith complete documents as prescribed in the guidelines at para 13.

(iii). On successful submission of the completed application on Ministry's portal, an acknowledgement number of the application will be sent on registered email IDs to the applicant for future reference.

(iv). The applications received in response to the EoI would be clubbed and evaluated together at the end of each month and sanctioned subject to fulfilling eligibility criteria and meeting the minimum qualifying assessment criteria as per **Appendix-I** of the guidelines. The proposals would be sanctioned based on their merit order.

(v). Ministry does not hold any responsibility for any proposal pending/ delayed at any level including online application portal which could not be submitted to Ministry within the prescribed time limit of EOI. Such proposals shall not be considered.

(vi). Applicant shall thoroughly examine and ensure all the documents to be uploaded/ forwarded with the application are in conformity with the scheme guidelines. Incomplete information, deficient documents, irrelevant documents etc. submitted/ uploaded by the applicant along with application will lead to rejection of proposals.

(vii). Whenever required the applicant would submit the original documents to MoFPI for further processing of the application.

(viii). Mere submission of application with required documents against the EOI does not confer any right on the applicant for claim of grant in aid under the scheme. The grant in aid will be sanctioned based on merit, preference criteria and evaluation of the proposal as per the assessment criteria laid down in the guidelines of the scheme. Grant will be released subject to availability of funds under scheme to the approved projects as per merit order and preference as laid down herein.

## **11. Procedure for approval of applications / project proposals for financial assistance:**

(i). The proposals will be evaluated by PMAs as per the assessment criteria at **Appendix -I** of these guidelines.

(ii). The proposals evaluated by the PMA will be further scrutinized / appraised by the Technical Committee (TC) for making its recommendations to Inter Ministerial Approval Committee (IMAC).

(iii). The proposals recommended by the Technical committee will be placed before the Inter Ministerial Approval Committee (IMAC) for consideration and decision. Details of composition of TC and IMAC is at **Appendix-J**.

(iv). As per the decision of the IMAC, approval/ rejection/ modification/ revision in proposal or project components, if any, will be communicated to the Applicant with suitable instructions.

## **12. Procedure for Disbursement of grant:**

Grant will be disbursed through bank that has sanctioned term loan for the project. Grant will be credit linked but not back ended and will be released in two instalments each @50% of grant in the following manner:

### **12.1 Release of 1<sup>st</sup> installment:**

The first installment of grant would be released after the firm has incurred 50% expenditure proportionately each from term loan and promoter's contribution / equity of eligible project cost and on production of the following documents by the applicant. The expenditure incurred on eligible project cost shall be commensurate to physical progress of the project. In case of advance payment made for plant & machinery, there shall be at least 50% physical progress in technical civil works:

(i). **Duly notarized Surety Bond** – To be executed by the beneficiary company on Non-Judicial stamp paper of not less than Rs. 100/- **(Appendix-E)**.

(ii). **Bank Certificate** certifying that they have released 50% of term loan and the required expenditure has been made on the project. **(Appendix-C)**.

(iii). **CA certificate** –for actual expenditure incurred on the project as per the means of finances. **(Appendix-G)**.

(iv). **Joint inspection report of PMA & Bank** –Inspection report verifying the actual physical progress made by the project on the ground, matching the expenditure claimed in CA certificate. **(Appendix-B)**.

(v). **NOC from Pollution Control Board** (consent to establish)

(vi). **PFMS Registration** – Controller General of Accounts (CGA) registration of firm under agency type “private sector companies” and under the scheme name “Pradhan Mantri Kisan Sampada Yojana-Creation/Expansion of Food Processing & Preservation Capacities [3609]”.

(vii). The applicant needs to open three dedicated escrow / current bank accounts with respect to the promoter(s) contribution, term loan and grants-in-aid separately for implementation of the project. Details of the bank account dedicated to grants-in-aid is to be provided in the ECS mandate form as provided in **Appendix-K** so as to transfer the grant in same account.

(viii). The expenditure made by the applicant on the eligible project cost after the date of issue of sanction / approval letter by the Ministry will only be considered as eligible expenditure for release of grants-in-aid. Such expenditure shall be verifiable from the bank account statement of the applicant firm and also with bills / invoices generated to meet the expenditure as per the scheme guidelines.

(ix). **Compliance of any other Terms & conditions** mentioned in the approval letter of the grant in aid issued by the Ministry.

## **12.2 Release of 2<sup>nd</sup> Installment:**

The second installment of the grant would be released only after confirming the commencement of commercial production through joint physical verification by the PMA & bank and submission of documents specified below regarding utilization of 1<sup>st</sup> instalment of grant and 100% of Term Loan as well as 100% of Promoter's contribution as per the approved means of finances.

(i). **Chartered Accountant Certificate** – Actual expenditure incurred on the project as per the approved means of finance and 100% utilization of Promoters contribution and 100% of Term loan **(Appendix-G)**.

(ii). **Bank Certificate** – certifying that they have released 100% of term loan and Bridge loan if any and 1<sup>st</sup> installment released has been credited in dedicated account and request to conduct joint inspection **(Appendix-D)**.

(iii). **Statement of Expenditure/ utilization of funds released:** Indicating the details of the payments made towards implementation of the project. **(Appendix-H)**

(iv). **Chartered Engineer Certificates** – certifying the Item wise and cost wise details of Technical civil works completed duly certified by Chartered Engineer (Civil) and Item wise and cost wise details of Plant & Machinery installed duly certified by Chartered Engineer (Mechanical).

(v). **NOC of Pollution Control Board** - (Consent to operate)

(vi). Valid copy of License issued under **FSS Act, 2006**.

(vii). **Joint inspection report of MoFPI, PMA and Bank** – Inspection report verifying the actual physical progress of the project at the ground including commercial production. **(Appendix- M)**.

(viii). **Compliance of any other Terms & conditions** mentioned in the approval letter of the grant in aid issued by the Ministry.

(ix). **Before release of 2<sup>nd</sup> (final) installment** of grant in aid, eligible grant in aid for the project will be recalculated based on the appraised/ actual cost, whichever is less, for the already approved items and grant will be released accordingly.

## **12.3 Other conditions:**

(i). Notwithstanding the conditions of the guidelines, Ministry shall have the discretion to modify/ amend these guidelines whenever required in the interest of fruitful and effective implementation of the scheme.

(ii). The decision of the Ministry in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, grant approved and imposition of penalty shall be final and binding on the applicant.

(iii). In case the Banks/ FIs utilize the amount released, in contravention of the scheme guidelines, the Bank/FIs shall be liable to refund such amount to the Government along with interest at PLR of the said bank.

**13. Documents required to be submitted at the time of submitting the application by applicant:**  
(application required to be submitted **online** and following documents need to be uploaded with application in pdf format)

(i). Application in the prescribed format (**Appendix-A**). *(application template will be available in online platform of the Ministry)*

(ii). Detailed Project Report (DPR) (indicating financial and technical profile of the promoter (s), domain expertise available with firm, raw material availability in the area, arrangements for raw material procurement, marketing strategy of proposed products, process flow diagram of proposed products with production capacity per day, technology proposed for the various activities in process line, financial estimates with key financial parameters, P&L statement, employment generation (Direct, Indirect) , number of farmers to be benefitted & farmer linkages etc.)

(iii). Bank appraisal indicating techno-economic viability parameters of the project. *(The copy of DPR stamped by the bank will not be acceptable as bank appraisal)*

(iv). Sanction letter of term loan from bank / financial institutions including Non-Banking Financial Companies (NBFCs) registered with Reserve Bank of India (RBI). (Clearly indicating the amount of term loan approved and sanctioned for the project)

(v). Certificate of incorporation/registration of the organization, Memorandum and Articles of Association and Bye laws of the society (if applicable)/ partnership deed etc.

(vi). Latest Annual Report and Audited Statement of Accounts, in case of expansion / modernization proposals/cases. This will not be applicable for new entrepreneur.

(vii). Item wise and cost wise details of Technical civil works envisaged duly certified by Chartered Engineer (Civil).

(viii). Item wise and cost wise details of Plant & Machinery envisaged duly certified by Chartered Engineer (Mechanical).

(ix). An undertaking to be furnished by the applicant as per **Appendix-F**. The expenditure made/incurred on the project before the date of submission of online application shall be furnished as per **Appendix-G**.

(x). Registered land allotment/ ownership document in the name of applicant firm along with notarized English version of land allotment/ ownership document in case it is in any of the regional languages. In case of lease deed of the land, the registered lease deed for a period of at least 15 years in the name of the applicant firm is required to be submitted. In case, land for the project has been taken on lease from State Govt. / its entities, the policy of State Govt. in this regard will be followed.

(xi). IEM registration/ Entrepreneur's Memorandum/ Udyog Aadhar registration etc.

(xii). Caste Certificate issued by competent authority in case of SC/ST promote(s) of implementation Agency/ applicant organization.

**14. Implementation and monitoring of the projects sanctioned:**

(i). The implementation schedule for the projects would be 18 months from the date of issue of approval letter. In exceptional circumstances, for the reasons beyond the control of the promoter (s), the implementation period may be extended with approval of IMAC.

(ii). In case of non-adherence of time lines, a penalty of 1% of the approved grants-in-aid, will be imposed for each month's delay beyond the stipulated timeline. The maximum amount of penalty, however, shall not exceed 10% of the instalment to be released to the project.

(iii). Ministry will periodically review the progress of the projects under the Scheme.

(iv). Pre and post inspection would also be undertaken by the Ministry officials, PMA and State Govt. to find out the physical, financial and operational progress as and when required. It will also be binding on the applicant to allow inspection/ physical verification of the unit at any time by representatives of Ministry.

(v). The decision of the IMAC shall be final and binding on all concerned parties on the interpretation of the provisions of these guidelines and the matters related / incidental thereto.

(vi). Promoter would be required to prominently display on the front of the project building/ vehicles stating that the **"Unit assisted by the Ministry of Food Processing Industries, Government of India under CEFPPC Scheme"**.

#### **15. Recall of Grant:**

The Ministry will have the authority to recall the grant –

(i). If the project is not completed in time within the approved project period including extension if any, then the grant-in-aid released to the applicant, will have to be refunded to the Ministry of Food Processing Industries forthwith but not later than 30 days after a notice is given by MOFPI in this regard.

(ii). If the assisted project stops its commercial operations within three (3) years from the date of commencement of commercial production of the project.

(iii). If during such period, it comes to the notice of the Ministry that the grant has been availed by manipulating / concealment of information / facts or that the grant has been utilized for purposes other than those for which it was sanctioned.

#### **16. Jurisdiction of Court:**

Any dispute arising out of any conditions stipulated in the guidelines, selection of proposals and implementation of approved project under this scheme will be subject to Courts/ Tribunals having jurisdiction over Delhi.

**Application Format for Scheme for Creation/ Expansion of Food Processing & Preservation Capacities.**  
**(this is an indicative format, online fillable form will be available on portal)**

S.No.	Particulars	Details
<b>1. State/UT:</b>		
<b>2. Whether the unit is proposed to be set up in a MFP in a state and name of MFP (enclose documents in proof of the same):</b>		
<b>A. Promoters</b>		
1	Name & Address of the Promoter including telephone, fax, e-mail etc. Aadhaar No, PAN /TIN/TAN Number	
2.	Whether the Promoter of Applicant company belongs to SC/ST category ( <i>if yes, cast certificate issued by the District Magistrate etc. to be submitted</i> ) refer para 4 (ii) & 9 (v)	
3.	Type of organisation like Govt. Institution /organisation, Pvt. Ltd. Co, FPO, NGO, Co-operative, Proprietorship, Partnership Co. etc.	
4.	Background/credentials of applicant organisation	
5.	Financial Status (Net worth of Promoters/company, details of existing company etc to be enclosed separately alongwith details)	
6.	Existing Industry if any	
<b>B. Project Description</b>		
7.	Name of the Project	
8.	Location/Area of the project	
9.	Products/By Products	
10.	Process with complete flow chart	
11.	Technology (Indigenous/ imported )	
12.	Capacity of the Plant/Unit	
13.	In case of expansion/modernisation of existing facilities/unit (details of existing capacity and proposed capacity after expansion, alongwith capacity utilisation)	
<b>C. Project Cost</b>		
14.	Capital Investment (Fixed Capital) <div style="margin-left: 40px;"> i. Land Area Cost  ii. Building  iii. Civil Works  iv. Technical Civil Works </div>	
15.	Pre-operative expenses	
16.	Working Capital	
17.	Raw Material/Packaging (Source/Quantity/Cost)	
18.	Labour (Quantity/Cost)	
19.	Effluent Disposal (Method/Machinery/Cost)	
20.	Any other items (Please specify)	



<b>D. Means of Finance (indicating proposed &amp; appraised means of finance, separately)</b>		
21.	Means of Financing  a) Equity (Promoter/Foreign/Other) b) Loan (Term/working capital) c) Grant in aid d) other sources (Venture capital etc)  <b>TOTAL</b>	
22.	Financial Benchmarks  a) Cash Flow b) Break Even Point c) Internal Rate of Return d) Debt Equity Ratio e) Debt Service Coverage Ratio	
23.	In case of expansion/modernisation all the above benchmarks to be given separately- existing as well as projected	
24.	In case of expansion/modernisation proposals Audited Balance sheet of last three years to be enclosed.	
<b>E. Implementation Schedule</b>		
25.	Item of work	Date of implementation  (Bar charts/ Milestone Charts may be enclosed)
<b>F. Employment Generation- Direct/Indirect</b>		
26.	a) Direct b) Indirect	

**Inspection Format for PMAs to submit their reports for release of 1<sup>st</sup> instalment of grants-in-aid under CEFPPC Scheme**

**1. General Information**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details</b>
1.	Name of the firm / company	
2.	Location of the project	
3.	Whether the project is located in Mega Food Parks, Agro Processing Clusters, Designated Food Parks, if so details thereof	
4.	Date of approval	
5.	Total Approved Project Cost (Rs. in Crore)	
6.	Total Eligible Project Cost (Rs. in Crore)  (i) Eligible TCW  (ii) Eligible P&M	
7.	Nature of the project  (i) New setting up (green field)  (ii) Modernization / Expansion (brown filed)	
8.	Capacity of the project (MT Per annum)	
9.	Name of the PMA	
10.	Name, designation, organisation and contact details of member of the inspection team	
11.	Date of inspection	

**2. Means of Finance**

<b>Sl. No.</b>	<b>Source of Fund</b>	<b>Approved Means of Finance (Rs. in Crore)</b>	<b>Funds Mobilized as on ____ (Rs. in Crore)</b>	<b>Actual expenditure as per CA certificate (Rs. in Crore)</b>	<b>Actual expenditure assessed by PMA (Rs. in Crore)</b>
1	Promoter's Contribution				
2	Grant from MFPI				
3	Term Loan				
4	Unsecured loan / bridge loan				
	<b>Total</b>				

### 3. Details of expenditure on components of the Project Cost

Sl. No.	Components	Approved Cost (Rs. in Crore)	Actual expenditure Incurred as per CA certificate (Rs. in Crore)	Actual expenditure assessed by PMA (Rs. in Crore)	Remarks on physical progress
1					
2					
3					
4					
5					
	<b>Total</b>				

### 4. Employment generation

- (i) Direct employment:
- (ii) Indirect employment:

### 5. No. of farmers benefitted:

### 6. Details of documents submitted by the firm / company for release of 1<sup>st</sup> / 2<sup>nd</sup> instalment in compliance of the scheme guidelines

### 7. Comments of inspection team, if any:

### 8. Recommendations of inspection team: -

<p>(Signature)</p> <p>(Name, designation &amp; organization of Member of Inspection team)</p>	<p>(Signature)</p> <p>(Name, designation &amp; organization of Member of Inspection team)</p>
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**(Recommendation of Bank for release of 1<sup>st</sup>installment of grant)  
[REFER PARA 12.1 (ii)]**

**To**

**The Director**

Ministry of Food Processing Industries

Panchsheel Bhawan

August Kranti Marg

New Delhi- 110049

**Subject: Recommendation for release of 1<sup>st</sup>installment of financial assistance in respect of project of M/s  
..... (Name & Address of project) -reg.**

**Sir,**

With reference to Ministry's approval letter no. .... dated ....., it is hereby recommended that Ministry may consider release of 1<sup>st</sup>installment i.e. 50% of approved grant amount in respect of project of M/s ..... (address of project location) Village .....District .....State ..... Till now our bank has released..... % of term loan to this project. Following is certified for consideration of release of grant:-

It is certified that:-

- i.** The promoter has utilized 50% of promoter's contribution and 50% of term loan of the approved project cost on the implementation of the project.
- ii.** The term loan in the project is not sanctioned for one or few components but for the entire project as appraised.
- iii.** Activity and component considered in the project for loan are new. No old plant & machinery or component is recommended for consideration of grant.
- iv.** The grant so released by the Ministry to the bank shall be credited in TRA/Escrow Account Number..... .
- v.** In the event of bank recovering its loan liabilities from the promoter in case of default and/ or contravention of the scheme guidelines by the promoter, the Banks shall refund to the Government the grant amount in proportion to its own dues as finally recovered from the defaulter.

**(Signature of the Bank Officer with Seal)**

**Name:** \_\_\_\_\_

**Name of the Bank:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone/ Fax/ Mobile No.**\_\_\_\_\_

**Email:** \_\_\_\_\_

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

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

**(Forwarding letter of Bank for recommending conduct of Joint Inspection before release of 2<sup>nd</sup> and Final Installment of grant)  
[REFER Para12.2 ]**

**To**  
**The Under Secretary**  
 Ministry of Food Processing Industries  
 Panchsheel Bhawan  
 August Kranti Marg  
 New Delhi- 110049

**Subject: Request for conduct of Joint Inspection in respect of project of M/s ..... (Name & Address of project) –reg.**

**Sir,**  
 The Ministry of Food Processing Industries has released Rs..... as 1<sup>st</sup> Installment of grant in respect of project of M/s ..... (address of project location) Village..... District..... State..... vide sanction letter no..... dated ..... The grant amount of 1<sup>st</sup> Installment released to the project has been credited in TRA/ Escrow account no. .... of the bank and utilized for the project. Now project is complete and has commenced commercial operations on ..... (DD/MM/YYYY). The bank has also disbursed full term loan sanctioned for the above mentioned project. Following documents required for Joint Inspection are submitted with the request to conduct Joint Inspection of the project in connection with release of 2<sup>nd</sup> and final installment of grant:-

S.No.	Particulars	Yes/No
1.	Details of date-wise release of term loan	
2.	Completion of the project and start of commercial operation by the unit	
3.	Statement of <i>eligible components used for assessing component wise cost</i> and eligible project cost.	
4.	Chartered Engineer Certificates for completed TCW & Installed P/M	
5.	Statement of TRA/ Escrow account of bank in which 1 <sup>st</sup> Installment of grant has been credited	
6.	C.A. Certificate as per <b>Appendix G</b>	
7.	Copy of consent to Operate from Central/State Pollution Control Board	
8.	Copy of License under Food Safety and Standards Act, 2006	

It is certified that:-

- i. The promoter has spent 100% of promoter's contribution and 100% of term loan of the approved project cost on the implementation of the project.

**(Signature of the Bank Officer with Seal)**

Name: \_\_\_\_\_

Name of the Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/ Fax/ Mobile No. \_\_\_\_\_

Email: \_\_\_\_\_

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

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

## SURETY BOND

KNOW ALL MEN BY THESE PRESENTS that we, M/s \_\_\_\_\_, a \_\_\_\_\_ (Type of organization) incorporated / registered under the \_\_\_\_\_ (Name of the Act) and having its registered office at \_\_\_\_\_ (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand \_\_\_\_\_.

WHEREAS on the Obligors' request, the Government as per Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids-in-aid of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) for the purpose of \_\_\_\_\_ (description of the project) at \_\_\_\_\_ out of which the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms & conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by the clauses indicated in the scheme guidelines under which the above grant has been sanctioned and any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the guidelines/ bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligors.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligors and;

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligors the day herein above written in pursuance of the Resolution No. \_\_\_\_\_ Dated \_\_\_\_\_ passed by the governing body of the Obligors, a copy whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the President of India \_\_\_\_\_ on the date appearing below:-

\_\_\_\_\_  
Signature of the AUTHORISED SIGNATORY  
Signed for and on behalf of  
(Name of the Obliger in block letters)  
(Seal / Stamp of Organization)

1. Signature of witness  
Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Signature of witness  
Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO BE FILLED UP BY THE MINISTRY OF FOOD PROCESSING INDUSTRIES  
(ACCEPTED)  
For and on behalf of the PRESIDENT OF INDIA

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Dated: \_\_\_\_\_

Notary Seal & Signature



**UNDERTAKING**  
**[REFER PARA 13 (ix)]**

I..... (Name of the Lead Promoter/Director) Son of Mr.....(father's name) resident of .....(residential address) do hereby solemnly affirm and declare/undertake as under:

1. That I am promoter/ director/ partner/ proprietor of M/s..... (name of the applicant firm) having its Registration no. ....Registered Office at ..... (office address of the applicant firm).
2. I hereby make application and I am duly authorized in my own right/by management vide its resolution no. ....dated.....to apply and sign all required documents including this undertaking on behalf of company/partnership firm/cooperative society etc. named as .....; and am fully aware of the facts relating to the setting up of food processing unit at Survey No....., Village....., Tehsil....., District....., State..... (location of the main facility) for.....(activities to be undertaken by project) and application is being made to the Ministry of Food Processing Industries (MoFPI) under the Central Sector Scheme for Creation/ Expansion of Food Processing & Preservation Capacities.
3. That the term and conditions of the above scheme of the MoFPI under which an application is made by the applicant have been properly read and understood by me and I affirm that the project/ proposal comply with all the terms and conditions of the approval letter and provisions enshrined in the scheme guidelines.
4. That the proposed activities to be undertaken by the project/proposal are covered under the above scheme of MoFPI and no part of the scheme/infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the near future.
5. It is certified that \_\_\_\_\_ (name of the applicant firm) has not obtained or applied for grants for the same project, component, purpose or activity from any other Ministry or Department of the Government of India or State Government or their agencies.
6. It is certified that the organization's subsidiary company (s)/ related company / group company as well as the applicant company itself availed / not availed financial assistance for a food processing project in the past from the Ministry of Food Processing Industries (MoFPI) or from State Government (Name of the State), if availed, the details thereof shall be furnished.
7. It is to certify that \_\_\_\_\_ (name of the applicant firm) has / has not (whichever applicable) incurred an expenditure on the project before the date of submission of online application. If yes, the details of expenditure incurred on the project shall be furnished / uploaded on the online portal as per **Annexure-G**.
8. It is to certify that disbursement of term loan sanctioned by bank for the project and its utilisation will be taken up only after the date of issue of sanction / approval letter by the Ministry.

9. I also solemnly affirm/undertake that the proposed project components in the application are a completely new activity and not a pre-existing activity or any component thereof.
10. In case of concealment of any facts in this regard, the MoFPI would have right to reject my application out right at any stage.
11. I will meet any shortfall in means of finance due to less admissibility of grant or any future reduction in grant-in-aid or any escalation caused in the cost of the project.
12. I shall not dispose-off or encumber or utilize the assets created wholly or substantially out of government grant for purpose other than those for which they have been sanctioned, without obtaining the prior approval of the sanctioning authority of grant-in- aid.
13. After submission of application for grant under above scheme, I shall not change the ownership of the project, location of project, Name of the company, promoters of the company, Bank /FI without explicit written permission from the Ministry.
14. In case of non-implementation/ delayed implementation of the project the Ministry will have absolute right in cancelling the approval granted and also recall the grant released, if any, along with interest as per the scheme guidelines.
15. I also undertake that all the information furnished in the application and the DPR with respect to the eligibility conditions, etc. are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

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

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

**Signature of the Applicant/Lead Promoter**

## (Letter Head of the CA)

CA certificate (With membership No. of CA) in the following format:-

## (i) Project Cost:

(Rs. in lakh)

Sl No.	Name of the Component/Item	Project Cost	Cost appraised by the Bank	Actual Cost incurred as on _____ (date)
1.	Land			
2.	Building / Civil Works			
3.	Plant & Machinery			
4.	Misc. Fixed Assets			
5.	Others			
	<b>Total</b>			

## (ii) Means of Finance:

(Rs. in lakh)

Sl. No.	Item	Project Cost	As per appraisal report	Actual Cost
1.	Promoter's Equity			
2.	Term Loan			
3.	Unsecured Loan			
4.	MoFPI Grant			
5.	Others			
	<b>Total</b>			

Details of unsecured loans, if any, duly certified by CA.

Signature and Seal of C.A.

**Statement of expenditure/ utilization of the funds released**

Certified that Rs. \_\_\_\_\_ of grant-in-aid sanctioned by the Ministry of Food Processing Industries towards first/ second instalment of grant in favour of \_\_\_\_\_ (name & address of the project) has been utilized for the purpose for which it was sanctioned. A statement of accounts showing the expenditure/ utilization of funds released duly signed by the undersigned and counter signed by the Chartered Accountant is enclosed as an **Annexure**.

**Signature of Promoter/ Authorized signatory of Company**

**With Seal**

**Date.**\_\_\_\_\_

Counter signature of Chartered Accountant  
With CA membership No.

**Annexure**

**Statement of expenditure/ utilization of the funds released**

SL No	Name of the party	Components	Voucher/ Bill No	Date of Voucher/ Bill	Basic Cost (only for P&M)	Taxes, Freight, installations, Insurance	Total Cost	Date of Payment as per Bank	Mode of Payment

**Signature of Promoter/ Authorized signatory of Company**

**With Seal**

**Date.**\_\_\_\_\_

Counter signature of Chartered Accountant  
With CA membership No.

### Criteria for Evaluation of proposals under Scheme for creation of food Processing & Preservation capacities

#### [REFER PARA 10 (iv)]

The proposals found *prima facie* eligible based on conditions stipulated in the guidelines will be evaluated as per the following assessment criteria: (A proposal would have to obtain a minimum of 60 marks in order to become eligible for consideration of grant-in-aid.)

S.No	Criteria for Evaluation of the proposal		Marks	Max marks	Reference documents to be reviewed
<b>1</b>	<b>Priority Sector</b>				
	a.	For Perishable Products ( <i>Fruits &amp; Veg, Meat &amp; Poultry, Milk &amp; Aqua Products etc.</i> )	<b>20</b>	<b>20</b>	DPR/ Bank appraisal and IEM
	b.	For Consumer products ( <i>Bakery/Snacks/Breakfast cereals/RTE products etc.</i> )	<b>10</b>		
	b.	For Non- Perishable Products ( <i>Grain/Pulse/Oil milling etc.</i> )	<b>05</b>		
<b>2</b>	<b>Leveraging of Investment in the project</b>				
	<b>For General areas</b>			<b>15</b>	DPR/ Bank appraisal
	a.	Proposed private investment including equity and unsecured loan $\geq$ 1.5 times of grant sought	<b>15</b>		
	b.	Proposed private investment including equity and unsecured loan $<$ 1.5 times of grant sought	<b>10</b>		
	<b>For SC/ST, NER/ Himalayan States, Island areas&amp; ITDP areas.</b>				
	a.	Proposed private investment including equity and unsecured loan $\geq$ grant sought	<b>15</b>		
	b.	Proposed private investment including equity and unsecured loan $<$ grant sought	<b>10</b>		
<b>3</b>	<b>Investment on Eligible Project cost</b>				
	a.	More than Rs.15 crore	<b>12</b>	<b>12</b>	DPR/ CE Certificate.
	b.	More than Rs 9 crore to 15 crore	<b>08</b>		
	c.	Between Rs. 3 crore to 9 crore	<b>06</b>		
	d.	Below Rs. 3 crore (in case of SC/ST, NER/Himalayan States/ITDP/Island )	<b>04</b>		
<b>4</b>	<b>Economic Viability of project based on Bank appraisal (key financial parameters viz. IRR, DSCR)</b>				
<b>4a</b>	<b>Internal Rate of Return (IRR)</b>				
	a.	20% and above	<b>12</b>	<b>12</b>	Bank Appraisal Report
	b.	Between 17% but less than 20%	<b>08</b>		
	c.	Between 14% but less than 17%	<b>04</b>		
	d.	Less than 14%	<b>00</b>		
<b>4b</b>	<b>Debt Service Coverage Ratio (DSCR)</b>				
	a.	3.0 and above	<b>12</b>	<b>12</b>	Bank Appraisal Report
	b.	Between 2.5 but less than 3.0	<b>09</b>		
	c.	Between 2.0 but less than 2.5	<b>06</b>		
	d.	Between 1.5 but less than 2.0	<b>03</b>		
	e.	Less than 1.5	<b>00</b>		
<b>5</b>	<b>Project Strength</b>				

	a.	The promoter(s) having professional/special training in food processing/technology	05	05	Entrepreneurs having Diploma / B.Tech / M.Tech / Ph.D. in Food Processing / Technology
6	<b>Experience of applicant firm / promoter(s) in Food Processing:</b>				
	a.	Food processing business having annual turnover of ₹3 crore and above during previous year	10	10	Balance sheet, FSSAI license etc.
	b.	Food processing business having annual turnover of ₹2 crore but less than ₹3 crore above during previous year	7		
	c.	Food processing business having annual turnover of ₹1 crore but less than ₹2 crore during previous year	5		
	d.	Food processing business having annual turnover of less than ₹1 crore during the previous year	3		
7	<b>Introduction of innovative technology / processing in the project</b>		05	05	Relevant documents
8	<b>Days of operations of the core processing facility</b>				
	a.	300 days and above	04	04	Crop seasonality matrix and data on marketable surplus of the focused crops in the catchment area around the unit.
	b.	250 days to 299 days	03		
	c.	Upto 249 days	02		
9	<b>Location of the units</b>				
	a.	Mega Food Parks (MFPs) / Agro Processing Clusters (APCs) approved by MoFPI	05	05	List notified by MoFPI from time to time
	b.	Designated Food Parks (DFPs) notified by MoFPI excluding MFPs / APCs	03		
	c.	Outside DFPs / MFPs / APCs	02		
		<b>Total</b>		<b>100</b>	

**INTER-MINISTERIAL APPROVAL COMMITTEE (IMAC)**

- |  |   |                     |
|--|---|---------------------|
| 1. Hon'ble Minister, Food Processing Industries.   | - | Chairperson         |
| 2. Hon'ble Minister of States, FPI   | - | Co-Chairperson      |
| 3. Secretary, FPI, Ministry of Food Processing Industries  | - | Member              |
| 4. Additional Secretary/ Jt. Secretary & Financial Adviser, MoFPI  | - | Member              |
| 5. Joint Secretary, MIDH, Department of Agriculture & Co-operation,<br>Ministry of Agriculture & FW                        | - | Member              |
| 6. Joint Development Commissioner, O/o Development Commissioner<br>(MSME), Ministry of Micro, Small and Medium Enterprises | - | Member              |
| 7. Chief Executive Officer (CEO), NITI Aayog   | - | Member              |
| 8. Representative of NABARD  | - | Member              |
| 9. <i>State Government representative</i>  | - | Member              |
| 10. Joint Secretary, (Dealing with scheme), Ministry of Food Processing Industries   | - | Member<br>Secretary |

**TECHNICAL COMMITTEE (TC)**

- |  |   |                     |
|--|---|---------------------|
| 1. Additional/Joint Secretary, (Dealing with scheme), Ministry of Food Processing Industries | - | Chairperson         |
| 2. Representative of AS&FA, Ministry of Food Processing Industries                           | - | Member              |
| 3. Economic Adviser, MoFPI   | - | Member              |
| 4. Director, APEDA, Ministry of Commerce & Industries  | - | Member              |
| 5. Director/DS, MIDH, Ministry of Agriculture & FW   | - | Member              |
| 6. Managing Director, National Horticulture Board  | - | Member              |
| 7. HOD, Food Process Engineering, IICPT, Thanjavur   | - | Member              |
| 8. HOD, Department of Food Engineering & Technology, NIFTEM                                  | - | Member              |
| 9. Representative of NABARD  | - | Member              |
| 10. <i>State Government representative</i>   | - | Member              |
| 11. Subject matter specialist (as and when required)   | - | Special<br>Invitee  |
| 12. Director / DS (Dealing with scheme), Ministry of Food Processing Industries              | - | Member<br>Secretary |

-



**Mandate Form**  
**[REFER PARA 12.1(vii)]**

**ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) /REAL TIME GROSS SETTLEMENT (RTGS)**  
**FACILITY FOR RECEIVING PAYMENTS**

**DETAILS OF ACCOUNT HOLDER:**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	
PAN/TIN/TAN Number	

**BANK ACCOUNT DETAILS:-**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS TELEPHONE NUMBER AND EMAIL	
BRANCH'S IFSC CODE	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST) DEDICATED TO GRANTS-IN-AID	
MICR CODE OF BANK	

**DATE OF EFFECT:-**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incomplete or incorrect information I would not hold the Ministry of Food Processing Industries responsible.

Date

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Signature and Seal of Bank)

(Note: Please attach a self-attested photocopy of cheque along with the verification obtained from the bank)

**ROLE AND RESPONSIBILITIES OF PROGRAMME MANAGEMENT AGENCY**

**[REFER PARA 7]**

- (i)** Scrutiny of the Proposals received against the EOI/advertisement and assist the Ministry in selection of eligible proposals.
- (ii)** Appraisal of the DPR/projects indicating financial viability, commercial sustainability and socio-economic impact and presentation of the appraisal to the Ministry for approval.
- (iii)** Assist the Ministry in issue of approval letters to the selected projects.
- (iv)** Assist/advise the Ministry in release of the grant to the approved projects. Scrutiny of the proposals for release of grant as per the scheme guidelines. Undertake site inspections to assess the actual physical progress and verify the claims/documents submitted by the applicant for release of grant and make recommendations to the Ministry. In addition to carrying out mandatory site inspections before release of 1<sup>st</sup> and 2<sup>nd</sup> installment of grant, the PMA will also carry out quarterly site inspections and additional site inspections as and when requested by the Ministry to ascertain the status of implementation of a particular project.
- (v)** Monitoring and reporting the progress of the projects to the Ministry periodically (Yearly for five year) on the basis of defined milestones or as directed by the Ministry.
- (vi)** Updating the data regularly in the online dashboard monitoring system for monitoring the progress of the assisted projects. The portal will have to be kept updated at all times.
- (vii)** Provide suitable technical inputs on any aspect of the processing/ preservation activities of the project and related matter as and when required by the Ministry.
- (viii)** Assist in formulating, analysis and evaluation of the scheme guidelines.
- (ix)** Provide inputs for preparing reports, templates, forms and check lists related to the effective implementation of the scheme.
- (x)** Provide inputs for preparation of the agenda notes and minutes of the Technical Committee and Inter-Ministerial Approval Committee (IMAC) for the scheme.
- (xi)** Assist the Ministry in analysis of nation wise, state wise and cluster wise requirements of the creation/ expansion of processing/ preservation capacities.
- (xii)** Checking the authenticity of the documents submitted by the applicants.
- (xiii)** Any other duty and responsibility assigned by the Ministry from time to time.

## Joint Inspection Report for final installment

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

To,

The Jt. Secretary,

Ministry of Food Processing Industries

Panchsheel Bhavan, August Kranti Marg

New Delhi -110049

**Subject :** Inspection & Physical verification of M/s\_\_\_\_\_ (Name of the firm with address of project location) for consideration of the release of grant-in-aid under the Scheme for Creation/ Expansion of Food Processing & Preservation Capacities.

**The details of the implementation of the project:**

S.No.	Particulars	Details	
<b>A</b>	<b>Project Details</b>		
1.	Name of the Project		
2.	Location/Area of the project/ Name of State/UT.		
3.	Whether the project is in MFP, name and plot no.		
4.	Products/By Products to be manufactured (list of products)		
5.	Capacity of the project (MT/ annum)		
6.	In case of expansion/modernisation of existing facilities/unit (details of existing capacity and proposed capacity after expansion & alongwith capacity utilisation)		
<b>B</b>	<b>Project Cost</b>	<b>(Amount in Crores)</b>	
		<b>As appraised by the bank</b>	<b>Actual as on _____</b>
	i. Land /Plot area Cost		
	ii. Civil Works		
	iii. Cost of Plant & Machinery		
	iv. Others		
	Total cost		
<b>C</b>	<b>Means of Finance (appraised means of finance)</b>		
	i. Equity (Promoter/Foreign/Other)		
	ii. Loan (Term)		
	iii. Grant in aid		
	iv. other sources		
	<b>TOTAL</b>		
<b>D</b>	<b>Estimated Grant in aid</b>		
1.	Eligible cost of Technical Civil work Actual or appraised whichever is less		
2.	Eligible cost of Plant & Machinery Actual or appraised whichever is less		
3.	Total of the Eligible cost		
4.	Estimated grant in aid worked out (@35%/ 50%)		

<b>E. Implementation Schedule (Actual dates)</b>		
	(a) Date of completion of building (d) Date of installation/erection of plant & machinery (f) Date of trial production and (g) Date of start of commercial production.	
<b>F. Employment Generation- Actual</b>		
	a) Direct b) Indirect	
<b>G.</b>	Validity period of FSSAI license.	
<b>H.</b>	Validity of PCB certificate (consent to operate)	
<b>I.</b>	Photographs of the units to be attached.	
<b>J.</b>	Other remarks, if any	
<p>The above information is indicated as per the physical verification of the documents for above project. The proposal is recommended for consideration of release of 2<sup>nd</sup> instalment of grant in aid as per the guidelines of Scheme for Creation/ Expansion of Food Processing &amp; Preservation Capacities.</p> <div style="text-align: right;"> <p><b>(Signature of the Bank Officer with Seal)</b>  <b>Name:</b> _____  <b>Name of the Bank:</b> _____  <b>Address:</b> _____  <b>Phone/ Fax/ Mobile No.</b> _____  <b>Email:</b> _____  <b>Place:</b> _____  <b>Date:</b> _____</p> </div> <div> <p><b>(Signature of the PMA)</b>  <b>Name:</b> _____  <b>Address:</b> _____  <b>Phone/ Fax/ Mobile No.</b> _____  <b>Email:</b> _____  <b>Place:</b> _____  <b>Date:</b> _____</p> </div>		



भारत सरकार  
Government of India  
खाद्य प्रसंस्करण उद्योग मंत्रालय  
Ministry of Food Processing Industries  
पंचशील भवन, अगस्त क्रांति मार्ग  
Panchsheel Bhawan, August Kranti Marg  
नई दिल्ली /New Delhi - 110049

Dated: 22<sup>nd</sup> February, 2018

**REVISED GUIDELINES FOR THE SCHEME FOR CREATION OF BACKWARD AND FORWARD LINKAGES**

**1. Background**

During 9<sup>th</sup> plan the Ministry of Food Processing Industries operated, inter-alia, the scheme for creation of backward linkages with the objective of increasing capacity utilization of food processing units including fruit based wine industry by ensuring regular supply of raw materials through contract farming. The scheme was continued to be implemented during 10<sup>th</sup> plan with the addition of component Forward Integration. In order to plug the gaps in the backward and forward integration and to optimize the capacity utilization of food processing units the Ministry proposes to launch the revamped scheme for creation of backward and forward linkages for processed food industry by assisting in setting up of primary processing centers/collection centers at farm gate and modern retail outlets at the front end along with connectivity through insulated/refrigerated transport. The Scheme is applicable to perishable horticulture and non-horticulture produce such as, fruits, vegetables, dairy products, meat, poultry, fish, etc.

**2. Objective**

The objective of the scheme is to provide effective and seamless backward and forward integration for processed food industry by plugging the gaps in supply chain in terms of availability of raw material and linkages with the market. The scheme will enable linking of farmers to processors and the market thereby ensuring remunerative prices for their produce.

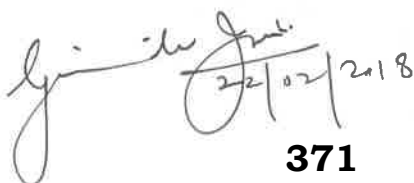
**3. Eligible Sectors**

Following food processing sectors are eligible to avail the assistance under the scheme:-

- a) Horticulture
- b) Milk & Milk products
- c) Meat, Poultry, Fishery, Marine, Piggery
- d) Ready to Eat/ Ready to Cook Food Products
- e) Honey, Coconut, Spices, Mushroom
- f) Retail Shops for Perishable Food Products

**4. Eligible Components:-**

4.1 Following are the eligible components and facilities linked to food processing for

  
22/02/2018

which assistance may be availed:-

**(a) Backward Linkage:-**

- i. Integrated Pack-house(s) (with mechanized sorting & grading line/ packing line/ waxing line/ staging cold rooms/cold storage, etc.)
- ii. Milk Chilling Centre(s) /Bulk Milk Cooler(s)
- iii. Pre Cooling Unit(s)/ Chillers
- iv. Reefer boats
- v. Machinery & equipment for minimal processing and/or value addition such as cutting, dicing, slicing, pickling, drying, pulping, canning, waxing, etc.
- vi. Machinery & equipment for packing/ packaging.

**(b) Forward Linkage: -**

- i. Retail chain of outlets to be set up by processors and/or organizations with farm level infrastructure under component at (a) above for perishable food products. These would have facilities such as frozen storage/ deep freezers/ refrigerated display cabinets/cold room/ chillers/ packing/ packaging, etc.
- ii. Distribution center associated with the retail chain of outlets as above with facilities like cold room/ cold storage/ ripening chamber.

**Note: The retail outlets can also be set up in rural areas or near the farm gate as well.**

**(c) Transport:-**

- i. Refrigerated/ Insulated transport / Reefer Vans in conjunction with components at (a) and/or (b) above.

- 4.2** The exact nature of infrastructure to be supported under the scheme will be decided on the basis of agriculture/horticulture produce in the catchment area of the project. Food Processing Industry is fast growing industry and several innovative storage, preservation and minimal processing technologies are being developed day by day which will also be considered under this scheme with the recommendations of Technical Committee.
- 4.3** To avail financial assistance under this scheme, the applicant may set up any one or more of the aforementioned facilities on a viable project basis. Standalone activities like temperature controlled transportation/ storage facilities etc. will not be considered under this scheme.
- 4.4** Considering the functional nature of the facilities and with a view to plug in the gaps in the supply chain and to enhance the capacity utilization and viability of the project, the applicant may avail the assistance under this scheme in conjunction with other schemes being implemented by other Central Ministries/ Departments/ Organizations or State Government. However, no assistance will be provided for the components/facilities for which grant-in-aid has already been approved/availed.

**5. Ineligible items:**

- 5.1** The following items will be considered ineligible for grant purposes:-

- (a) Compound Wall
- (b) Approach Road





- (c) Cost of Land and site development
- (d) Administrative Office Building
- (e) Canteen
- (f) Security/ Guard Room or enclosure
- (g) Consultancy fee, insurance etc.
- (h) Margin money, working capital and contingencies
- (i) Fuel, consumables, spares and stores
- (j) Computers and allied office furniture
- (k) Transport vehicles other than the reefer trucks/vans/refrigerated carrier/insulated vans/milk tankers
- (l) Pre-operative expenses
- (m) Second hand/ old/ refurbished/reconditioned machines
- (n) All types of service charges etc.
- (o) Expenditure on painting of machinery
- (p) Closed Circuit TV Camera and security system related equipment
- (q) Stationery items
- (r) Plant & machinery not directly related to the proposed project.

**Note:** The above list is only illustrative and not exhaustive.

## **6. Eligible organizations/entities**

**6.1** Following would be eligible for financial assistance under the scheme:-

- (a) Promoters of food processing units.
- (b) Entrepreneurs desirous of entering into food processing supply chain.
- (c) Groups of producers such as Co-operatives, Farmer Producer Organizations (FPOs), Farmer Producer Companies (FPCs), Self Help Groups (SHGs) etc. linked to food processing units or desirous of setting up minimal processing/ value addition centers.
- (d) Retailers having linkages with farm level and/or with processors.

**6.2** The applicants in the above categories maybe organizations such as Central and State PSUs / Joint Ventures /Farmer Producer Organization (FPOs)/ NGOs / Cooperatives / SHGs / Public & Private Companies / Limited Liability Partnerships, Corporate Entity / Proprietorship Firms / Partnership Firms, etc.

## **7. Eligible Project Cost:-**

Includes the cost of Plant & Machinery and Technical Civil Work except for ineligible items as mentioned in Para 5.1 above.

## **8. Pattern of assistance: -**

The maximum admissible grant for each project would be @ 35% of the eligible project cost for general areas and @ 50% for North East States, Himalayan States, ITDP Areas and Islands respectively, subject to maximum of Rs. 5.00 crore per project.

*[Handwritten signature]*  
22/12/2018

**Note: (i)** The grant will be provided only in respect of technical civil work and eligible plant & machinery.

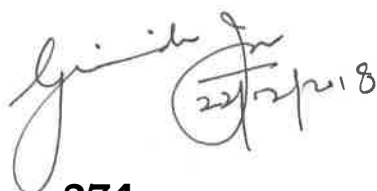
**(ii)** Cost norms of Mission for Integrated Development of Horticulture (MIDH) issued by Department of Agriculture, Cooperation and Farmers Welfare will be followed wherever available. For facilities not covered under MIDH guidelines, cost norms as determined by the Ministry will be followed. Details of cost norms determined by the Ministry are available at [http://mofpi.nic.in/sites/default/files/cost\\_norms\\_3.pdf](http://mofpi.nic.in/sites/default/files/cost_norms_3.pdf)

**(iii)** The SC or ST promoter(s), as the case may be, holding majority stake in the firm, then such proposals will be treated as SC/ST proposals and will be treated at par with the difficult areas for the purpose of extending benefits under the scheme. For any change in the constitution/ composition of such proposals, prior permission of Ministry shall be required.

#### **9. Pattern of release of grant:**

The grant-in-aid will be released in three installments of 25%, 40% and 35% as per following schedule:-

- (a) 1<sup>st</sup> installment of 25%** of the approved grant under the scheme will be released after ensuring that 25% of the promoter's contribution and 25% of the term loan have been spent on the eligible project cost and after site inspection conducted to ascertain the commensurate physical progress of the project. The promoter shall submit the documents along with the request for 1<sup>st</sup> installment within 8 months (10 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.
- (b) 2<sup>nd</sup> installment of 40%** of the approved grant under the scheme will be released after ensuring the (i) utilization of first installment of grant released, (ii) 65% of promoter's contribution and 65% of term loan have been spent on the eligible project cost and (iii) after conduct of site inspection to ascertain commensurate physical progress of the project. The promoter shall submit the documents along with the request for 2<sup>nd</sup> installment within 14 months (16 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.
- (c) 3<sup>rd</sup> and final installment of remaining 35%** of the approved grant under the scheme will be released after ensuring the (i) utilization of the second installment of grant released, (ii) 100% of promoter's contribution and 100% of term loan has been invested in the eligible project cost, (iii) the project has achieved completion and commercial operation has started and (iv) after joint inspection by a team consisting of the representatives of MoFPI, NHB or APEDA or DADF, the Bank (which has sanctioned the Term Loan) & PMA to ascertain the completion of the project and start of commercial operation /production. The promoter shall submit the documents along with the request for 3<sup>rd</sup> installment within 18 months (20 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of the approval letter.



- (d) The documents to be submitted by the promoter for the release of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> installment of the grant are at **Appendix-I**.
- (e) As an incentive to those projects where criteria for release of 2<sup>nd</sup> and 3<sup>rd</sup> installments have been fulfilled by the promoter, both 2<sup>nd</sup> and 3<sup>rd</sup> installments can be released together as one installment. In such cases, the promoter shall submit all the required documents along with statement of accounts showing the expenditure/ utilization of the 1<sup>st</sup> installment - in a single application - for release of balance 75% of the approved grant. All the formalities and due diligence as stated above for release of 2<sup>nd</sup> and 3<sup>rd</sup> installments shall be carried out before releasing the grant.

#### **10. Implementation Schedule and Penalty:**

- 10.1** The implementation schedule for the project would be 18 months in general areas and 20 months in North East States, Himalayan States, ITDP Areas and Islands from the date of issue of the approval letter for the financial assistance. No extension of time for implementation of the project will be given. In exceptional circumstances, for the reasons beyond the control of the promoter(s), the implementation period may be extended with the approval of the Inter Ministerial Approval Committee (IMAC).
- 10.2** In case of non-implementation of the project as per the approval letter, the Ministry would have the discretion to cancel the approval granted to the project and to recall the grant, if any, released, with interest @ 10% per annum.
- 10.3** In case of failure to operate the project for at least three years after commencement of commercial operation, the promoter shall return the entire grant-in-aid with interest @ 10% per annum.
- 10.4** In case of the failure of the promoter(s) to refund the grant-in-aid amount with interest, in the event of non-implementation of the project as approved and / or utilization of the grant for purposes other than on the approved components, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.
- 10.5** In case of any dispute arising out of interpretation of any of the terms and conditions as contained in the Scheme Guidelines and/or Approval Letter, the interpretation and decision there on of Ministry of Food Processing Industries shall be final and binding.
- 10.6** The Ministry may seek any clarification and/ or any document/ information at any stage of the project. The Ministry reserves the right to modify the Scheme Guidelines or any other terms and conditions as contained herein.
- 10.7** If at any point of time, it comes to the notice of the Ministry that the grant has been availed by manipulation/ concealment of information/ facts, the same shall be withdrawn immediately and the amount, if any, released shall be refunded along with interest at the rate of 10% per annum.
- 10.8** The assets created wholly or substantially out of the Government Grant shall not be disposed-off or encumbered or utilized for purposes other than those for which the

  
22/02/2018

grant has been sanctioned, without obtaining the prior approval of the Ministry. In case of non-compliance of this condition, the promoter(s) will be liable to refund the grant with interest @ 10% per annum. In case of the failure of the promoter(s) to refund the grant-in-aid amount with interest, the due amount shall be recovered as an arrear of land revenue as per the relevant law in force.

**10.9** The promoter(s) of the completed projects will submit the following documents every year to the Ministry for next five years from the date of release of the final installment of the approved grant:-

- (a) Audited Annual Financial Statement of the entity showing balance sheet, profit & loss account, schedule and notes to accounts of the project.
- (b) Percentage capacity utilization of the project.

**10.10** The promoter shall make all possible efforts to complete the project as per the stipulated timelines mentioned in the approval letter. In case of non-adherence to stipulated timelines, except in case of *force de majeure* or reasons beyond the control of promoter, the IMAC may consider imposing penalty in terms of reducing the grant amount, on case to case basis as per following:

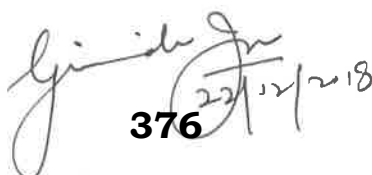
- (a) The timeline for each installment of the scheme guidelines and /or as approved by IMAC at the time of according approval shall be applicable for this purpose. Only, *force de majeure*, reason will be accepted as genuine reasons for delay in cases where promoter fails to adhere to the timeline and request the Ministry for relaxation of penal action.
- (b) In case of non-adherence to the timeline of a particular installment due to the project, a penalty amounting to 1% of the quantum of installment due for release will be imposed for each month's delay beyond the stipulated timeline. The maximum amount of penalty, however, shall not exceed 5% of the installment to be released.
- (c) The penalty will be imposed for such delay till the date of submission of the complete documents to the Ministry for release of installment of the grant.
- (d) The decision of the IMAC shall be final and binding on imposition of the penalty, quantum of the penalty and the period for which the penalty is to be imposed.

## **11. Expression of Interest (EOI):**

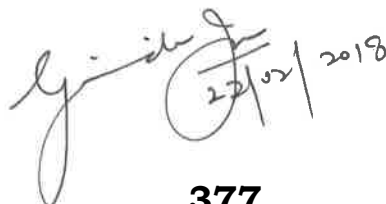
**11.1** Applications under the scheme will be invited through EOI. Ministry of Food Processing Industries has introduced a system for online filing of applications on its website [www.mofpi.nic.in](http://www.mofpi.nic.in). The homepage of the website provides a link "Apply Online and Track Status here". After filing online application, applicant should take print out of the online application form and submit the same along with requisite fees.

## **11.2 Basic Eligibility Criteria:**

The proposals have to meet the following eligibility criteria under the scheme:

  
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- (a) Final term loan sanction from the bank/financial institution for availing term loan for an amount not less than 20% of the project cost. The date of sanction of term loan should not be earlier than the date of issue of EoI.
- (b) A detailed appraisal note from the bank/financial institution specific to the proposal. Detailed Project Report /Techno Economic Viability Report merely stamped or endorsed by the Bank/ FI without detailed appraisal note shall not be considered as valid appraisal note and such proposals will not be considered for financial assistance.
- (c) Infusion of equity of at least **20%** of the total project cost for projects in general areas and **10%** for projects in North East States, Himalayan States, and ITDP Areas & Islands.
- (d) Grant in aid to any eligible organization, including its subsidiary company/ related company/ Group Company/Organization as well as the promoters of such companies/organizations would be limited to one project at a time only under the Scheme.
- (e) Any entity/ organization which has availed grant from Ministry of Food Processing Industries for any project under another scheme of the Ministry shall not be considered eligible for another grant until completion of earlier project.
- (f) Same applicant/ organization shall not be entitled for more than two grants in five years.
- (g) Applicants/ Promoters who have availed assistance under any other scheme of the Ministry and apply again under this scheme, then in such cases the previous project (s) should have achieved completion and commenced commercial operation/ production and successfully completed at least one year before the date of advertisement of EoI of this scheme.
- (h) Proposals envisaging modernization/ Upgradation of technology and plant & machinery would be considered for financial assistance. However, the grant in such cases will be restricted only to the components created subsequent to the issue of Expression of Interest. Annual Reports and Audited Statement of Accounts of last three years would also be required to be submitted by the applicant. In such cases, a pre-approval inspection may be carried out by the Ministry.
- (i) The grant will be restricted only to the plant & machinery and technical civil work created subsequent to the submission of the proposal.
- (j) Expansion projects would be considered for financial assistance provided separate technical civil work and plant & machinery are envisaged, distinct from the existing facility.



## 12. DOCUMENTS AND FEE REQUIRED:

12.1 Following documents are required to be uploaded on-line:

- (a) Detailed Project Report (DPR) in the prescribed template as at **Appendix-II**.
- (b) CA/Statutory Auditor certificate as per **Appendix-III**.
- (c) CE (Civil) certificate [**Appendix-IV**] and CE (Mech.) certificate [**Appendix-V**].
- (d) Proof of Infusion of equity of at least **20%** and **10%** of the total project cost respectively for projects in general areas and for projects in North East States, Himalayan States, and ITDP Areas & Islands duly certified by the lending bank/FI.
- (e) Final term loan sanction from the Bank/ Financial Institution for availing term loan for an amount not less than 20% of the project cost.
- (f) A detailed appraisal note from the Bank / Financial Institution.
- (g) Certificate of incorporation/ registration of the applicant firm, Memorandum and Articles of Association in case of Company/ Bye laws of the Society, Co-operative, Self Help Group/ Registered partnership deed, etc.
- (h) Bio-data/background/ experience of the project promoter(s).
- (i) Annual reports and Audited Financial Statement of Accounts of the applicant firm/company/cooperative/ Partnership/ Co-operatives, Farmer Producer Organizations (FPOs), Farmer Producer Companies (FPCs), Self Help Groups (SHGs), etc. for last two years.
- (j) Self-attested English/ Hindi version of land documents for the project in support of land title in the name of the applicant or land lease, duly registered with the competent authority for not less than the period of 15years.
- (k) Change in Land Use (CLU) permission for the project for the said land from the competent authority.
- (l) Certificate from lending Bank/ FI that the facility has not commenced commercial operations as on the date of issue of EOI or the date of bank certificate, whichever is later.
- (m) An undertaking to be furnished by the applicant as per **Appendix-VI**.
- (n) MoU/ Agreement for Backward Linkages and Forward Linkages duly authenticated by concerned District Authority pertaining to respective sectors.
- (o) Annual Reports and Audited Statement of Accounts of last three years, in case modernization/ upgradation of technology and plant & machinery is proposed. This will not be applicable for new entrepreneur.
- (p) Proof of submission of requisite fee.

- (q) Mandate form as per **Annexure-I** in respect of the applicant firm.
- (r) Self attested copy of a PAN card of applicant firm.
- (s) **PFMS (CGA) Registration** – Controller General of Accounts (CGA) registration on pfms.nic.in of firm under agency type “private sector companies” and under the scheme name “National Mission on Food Processing (SAMPDA) CS (9535)”.
- (t) SC/ST Certificate, as the case may be, from concerned Government Authority, if applicable.

## 12.2 Fee

The applicants are required to submit through RTGS/NEFT, Rs. 50,000 (Rupees Fifty Thousand only) as refundable security deposit and Rs. 5,000 (Rupees Five Thousand only) as non-refundable cost of EOI document in favor of “Pay and Accounts Officer Ministry of Food Processing Industries New Delhi”.

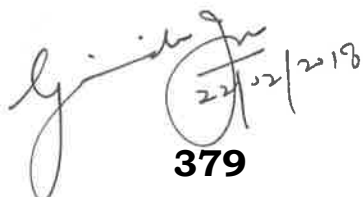
## 13. Selection of Proposals for Financial Assistance:

- 13.1** All proposals received against EOI will be scrutinized by the Technical Committee (TC) to ascertain prima-facie eligibility and further appraisal/ evaluation of proposals found prima facie eligible. The recommendation(s) of the TC on each proposal (eligible or otherwise) will be placed before Inter-Ministerial Approval Committee (IMAC) for consideration and approval.
- The proposals found prima facie eligible based on the eligibility criteria mentioned in para 11.2 above will be evaluated as per the assessment criteria at **Appendix-VII** of these guidelines.

## 13.2 Technical Committee (TC):

The TC will have the following composition:-

- (a) Additional Secretary/ Joint Secretary, MOFPI, In-charge of the Scheme – Chairperson.
- (b) Managing Director, National Horticulture Board (NHB) or his nominee- Member
- (c) Economic Advisor, MoFPI-Member.
- (d) Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries or his nominee-Member.
- (e) Joint Secretary, Ministry of MSME or his nominee – Member
- (f) Joint Secretary, Ministry of Rural Development or his nominee - Member
- (g) Director, SFAC or his nominee - Member
- (h) Joint Secretary/Director (Finance), MoFPI-Member.
- (i) Chairman, Agricultural & Processed Food Products Export Development Authority (APEDA) or his nominee-Member.
- (j) State Representative from the concerned State Food Processing Department/Mission Directorate (NMFP)-Member.
- (k) Two technical experts [(a)-Domain Expert and (b) Finance Expert – representative of NABARD/ Financial Institution] to be nominated by Secretary, FPI- Members.





(l) Deputy Secretary/ Director, MoFPI-Member Secretary.

### 13.3 Inter-Ministerial Approval Committee (IMAC):

The IMAC will have following composition:-

- (a) Hon'ble Minister for Food Processing Industries- Chairperson.
- (b) Hon'ble Minister of State for Food Processing Industries – Vice Chairperson.
- (c) Secretary, MoFPI-Member.
- (d) Financial Adviser, MoFPI-Member.
- (e) Joint Secretary, In-charge of the Scheme, MoFPI– Convener& Member.
- (f) Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries - Member.
- (g) Joint Secretary, In-charge, MIDH, Ministry of Agriculture, Cooperation & Farmers Welfare-Member.
- (h) Joint Secretary, Ministry of MSME – Member
- (i) Joint Secretary, Ministry of Rural Development – Member
- (j) Managing Director, SFAC or his nominee - Member
- (k) Principal Secretary, Industries/FPI of the concerned State-Member.
- (l) Representative of NABARD as Financial Expert-Member.

**13.4** The proposal(s) from FPOs/FPCs/SHGs/Women SHGs found eligible based on the eligibility criteria will be given priority.

**13.5** Subject to meeting the basic eligibility criteria, SC / ST beneficiaries and the proposals from North East states will be given preference in sanction of the projects under the scheme to the extent of earmarked fund allocation for each category.

**14** The Ministry shall have the final say regarding eligibility or otherwise of the proposals and selection of proposals for grant-in-aid.

**15** **Programme Management Agency (PMA):** The Ministry will implement the scheme with the assistance of Programme Management Agency (PMA). The role and responsibilities of the PMA are defined at **Appendix-VIII**.

**16** **Technical Agency (TA):**The Ministry of Food Processing Industries may appoint Technical Agency(ies) to assist FPOs/ FPCs/ SHGs/ Women SHGs to participate in this scheme as well as other schemes of the Ministry. The consultancy fee as admissible to such Technical Agency(ies) would be borne by the Ministry as per terms & conditions of the assignment. The role and responsibilities of TA thus appointed are defined at **Appendix-IX**.

**17** **Ministry's decision final:** The decision of the Ministry in all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, grant approved and imposition of penalty will be final and binding on the applicants.

**18** **Court's Jurisdiction:** Any dispute arising out of selection of proposals and implementation of approved project under this scheme guideline will be subject to Courts/ Tribunals having jurisdiction over Delhi.



**Appendix-I**  
**Terms and conditions for release of grant-in-aid to the project**  
**[Refer Para 9 (d)]**

- 1) The promoter shall submit to the Ministry the Acceptance Letter, confirming the capacities as detailed in the approval letter that would be created, within 30 days of issue of approval letter.
- 2) The promoter shall submit following documents within 60 days from the date of issue of approval letter: -
  - (a) Self-attested English/Hindi version of the land documents of project location, in support of land title in the name of the promoter or land lease, duly registered with the competent authority for not less than the period of 15 years.
  - (b) Change in land use (CLU) permission for the project land from the competent authority, wherever applicable.
  - (c) Latitudes and Longitudes Co-ordinates of the project facility.
  - (d) Revised implementation schedule, if any, of the project, detailing the specific dates/year for the completion of each stage of the implementation of the project duly certified by the concerned lending bank and countersigned by the promoter(s).
  - (e) The promoter needs to create three separate bank account(s) consisting of two separate current accounts with respect to the promoter(s) contribution and grant-in-aid, and a term loan account. Details of the bank account pertaining to grant-in-aid are to be provided in the ECS mandate form as provided in **Annexure-I**.
  - (f) The promoter is required to fill up the data relating to his project online on <http://sampada-mofpi.gov.in/login.aspx>. The promoter is also required to submit the claim for release of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> instalment of grant-in-aid (as the case may be) online on the aforementioned portal as per the enclosed Check List. The online submitted documents will be scrutinized by the Programme Management Agency (PMA) and the Ministry. Final version of online submitted and accepted documents after complying with the requirements of the scheme guidelines, will also have to be furnished to the Ministry in hard copies, duly ink signed and stamped by the authorised signatory.
- 3) **Release of Grant-in-aid**
  - (a) The promoter shall upload the following documents online on Kisan SAMPADA Yojna portal for 1<sup>st</sup> installment within 8 months (10 months in case of North East States, Himalayan States, ITDP Areas & Islands) from the date of issue of the approval letter:-
    - i. **Surety Bond as per Annexure-II** – To be executed by the beneficiary/applicant on a Non-Judicial stamp paper of not less than Rs.100, duly notarized and signed by two independent witnesses (other



than promoters) along with Board resolution/certificate from Board of Directors/promoters (as applicable) authorizing one of the directors/partners as authorized signatory of documents.

- ii. **CA certificate-** Latest certificate of actual expenditure along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should establish that at least 25% of the promoter's contribution and at least 25% of the term loan has been utilized on the eligible project cost as per **Annexure-III**.

Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter are to be given as per **Annexure-III**.

- iii. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-IV**.

- iv. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.

- v. **Certificate** from the concerned bank/ financial institution which has sanctioned term loan for the project, as per **Annexure-VI**, certifying that:-

a. It has disbursed 25% of the term loan of the total sanctioned term loan; and

b. Has no objection for disbursement of 25% of the grant-in-aid being released by the Ministry.

Bank Statement(s) –Certified bank statements of all accounts from where payments are received and made till date of expenditure of 25% of promoter's contribution and 25% of term loan on the eligible project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.

- vi. **Major invoices/receipts** from suppliers/ vendors (on eligible project expenditure incurred so far).
- vii. The Building plan of the Facility, approved (NOC Certificate) by the Municipal Corporation / Town & Country Planning Department or a competent authority, for locations within a city/town or from the Village Panchayat for locations outside a city/town.
- viii. Submission of Valid Consent to Establish from the Central/ State Pollution Control Board, wherever applicable.
- ix. Any other condition which may be specified from time-to-time.

- (b) The promoter shall upload the following documents online on Kisan SAMPADA Yojna portal for 2<sup>nd</sup> installment of grant within 14 months (16 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of approval letter:-

- i. **CA certificate-** Latest certificate of actual expenditure on the project

  
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along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should ensure that 65% of the promoter's contribution and 65% of the term loan along with grant-in-aid released has been utilized on the eligible project cost as per **Annexure-III**.

Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter are to be given as per **Annexure-III**.

- ii. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-IV**.
- iii. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.  
**Certificate** from the concerned **bank/ financial institution** which has sanctioned term loan for the project, as per **Annexure-VI**, certifying that:-
  - a. It has disbursed 65% of the term loan of the total sanctioned term loan and has also released 1<sup>st</sup> installment of grant-in-aid; and
  - b. Has no objection for disbursement of 40% of the grant-in-aid being released by the Ministry.

**Bank Statement(s)** –Certified bank statements of all accounts from where payments are received and made till date of expenditure of 65% of promoter's contribution and 65% of term loan on the eligible project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.

- iv. **Major invoices/receipts** from suppliers/vendors (on eligible project expenditure incurred so far).
  - v. A statement of accounts showing the expenditure/ utilization of the funds released, to be signed by the promoter and counter signed by the Chartered Accountant, as per **Annexure-VII**.
  - vi. Valid Consent to Establish/ Operate, as the case may be, from the Central/ State Pollution Control Board, wherever applicable.
- (c) The promoter shall upload the following documents online on Kisan SAMPADA Yozna portal for 3<sup>rd</sup> and final installment of grant within 18 months (20 months in case of North East States, Himalayan States, ITDP Areas and Islands) from the date of issue of approval letter:-
- i. **CA certificate**- Latest certificate of actual expenditure on the project along with means of finance in the prescribed format duly certified by Chartered Accountant (CA) and countersigned by the promoter, which should ensure that 100% of the promoter's contribution, 100% of the term loan and 2<sup>nd</sup> installment of grant-in-aid has been utilized on the eligible project cost as per **Annexure-III**.



Details of unsecured loan (along with PAN numbers of lenders), if any, duly certified by Chartered Accountant and countersigned by the promoter are to be given as per **Annexure-III**.

- ii. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-IV**.
- iii. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the promoter as per **Annexure-V**.
- iv. **Certificate** from the concerned **bank/ financial institution** which has sanctioned term loan for the project, as per **Annexure-VI**, certifying that:-

- c. It has disbursed 100% of the term loan of the total sanctioned term loan and has also released 2<sup>nd</sup> installment of grant-in-aid; and
- d. Has no objection for disbursement of 35% of the grant-in-aid being released by the Ministry.

Bank Statement(s) –Certified bank statements of all accounts from where payments are received and made till date of expenditure of 100% of promoter's contribution and 100% of term loan on the eligible project cost as per implementation schedule and highlighting payments (including advance payments) made to suppliers/vendors/contractors.

- v. **Major invoices/receipts** from suppliers/vendors (on eligible project expenditure incurred so far).
- vi. A statement of accounts showing the expenditure/ utilization of the funds released, to be signed by the promoter and counter signed by the Chartered Accountant, as per **Annexure-VII**.
- vii. Valid Consent to Establish/ Operate, as the case may be, from the Central/ State Pollution Control Board, wherever applicable.
- viii. Declaration of completion of the project and start of commercial operation, duly certified by the Bank.
- ix. Display of information prominently on the front of the project building/ vehicles stating that the **"Project is assisted by the Ministry of Food Processing Industries, Government of India"**.
- x. Statutory Clearance(s) / Approval(s) for power & water connections.
- xi. License under Food Safety and Standards Act, 2006.
- xii. Registration certificate of reefer vans and insulated vehicles.
- xiii. Any other condition which may be specified from time-to-time.



## [Refer Para 12.1 (a)]

## Template of DPR

1. Name of the applicant/ company / firm with details of registration no. of company / firm along with names of the directors/promoters in the prescribed format:

S No.	Particulars	Details
i.	Name of Applicant	
ii.	Legal Status of Applicant (Govt. Institution / organisation, NGO, Co-operative/ Company/ partnership firm/ proprietorship firm/ Farmer Producer Organizations (FPOs)/ Farmer Producer Company/ Self Help Groups (SHGs)/ Joint Ventures, etc.)	
iii.	Registration No. of Applicant/CIN	
iv.	PAN of Applicant	
v.	Is the applicant registered with SFAC/ NABARD/ NDDB/ other Government Agency <sup>1</sup>	

2. Contact details of the Promoter(s)/Partner(s) including addresses, telephone, mobile, fax, e-mail, website, PAN etc.

S No.	Name of Promoter(s)/ Partner(s)	Address	Telephone No.	Mobile No.	E-mail Id	PAN No.	Any other details
Please add additional rows, if needed.							

3. Experience of the lead Promoter(s)/Partner(s)/ Applicant Entity in Food Processing (and) / Cold Chain (and) / Agri-produce logistics (Pl. enclose documentary evidence regarding experience and turnover)

S No.	Name of lead Promoter(s)/Partner(s)/ Applicant Entity	Details of Experience	Details of Turnover (year-wise)	Supporting Document attached, if any (Yes/No)

<sup>1</sup>Pl. enclose documentary evidence regarding the existing registration / association with any Government agency.

  
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#### 4. Project Details:

a. Components under the scheme as applicable to the project:

S No.	Type of Components	Details of the components	Numbers Proposed
i.	Forward Linkage : Distribution Hub / Retail outlets / Meat Shops etc.		
ii.	Backward Linkage : Farm Level Infrastructure / Collection centre / BMCs etc.		
iii.	Transport : Reefer/ Insulated Vehicles		

b. Sector of Project (Fruits & Vegetables/Dairy/Marine/Poultry/Fishery/Ready to Eat/Ready to Cook/ Mixed etc.): .....

c. Type of Operating Model (Rental, Rental+ Captive, Captive Use etc.).....

#### 5. Land Details.

(i) **Proposed Locations of Land for all project facilities and status of their acquisition along with longitude & latitude coordinates**

Location of Land	Facility (Forward Linkage/ Backward Linkage)	Type of Components	Area (Sqm)	Status of possession (Owned/ leased**) (Document Submitted (Yes/No)	In case of lease (Period of lease in years**) (Documents Submitted (Yes/No)	Status of Land Use Conversion (CLU) (Document Submitted Yes/No)	Connectivity Details. Distance (in kms) from: a. National Highway b. State Highway c. Freight corridor d. Golden Quadrilateral	Distance from Catchment Area (kms) (Please furnish details of both primary & secondary catchment area (as applicable)	Coordinate Details (Longitude & Latitude)	Ref Pg. no. in DPR*
Land1	Forward Linkage									
Land2	Backward Linkage									
Please add additional rows in case of multiple locations										

\*DPR should have a detailed chapter on proposed land, raw material production and supply statistics for the catchment area.

\*\* In case of leased land, period of lease should be not less than 15 years.

#### 6. Proposed facilities [Refer para 4 of Scheme Guidelines]

S. No.	Type of facilities proposed to be created (Pl. modify as per your business plan)	No. of Units	Total Capacity [MT, Ltrs, MT/Hr., where ever applicable]	Location		No. of Days of operation of each facility in a year
				Forward Linkage	Backward Linkage	
i.	Integrated Pack-house(s) (with mechanized sorting & grading line/ packing line/ waxing line/ staging cold rooms, etc.)					
ii.	Mechanized sorting & grading line/ packing line/ waxing line/ staging cold rooms, etc.)					
iii.	Milk Chilling Centres					
iv.	Bulk Milk Coolers (BMCs)					
v.	Pre-cooling Chambers					
vi.	Chillers					
vii.	Reefer boats					
viii.	Ripening Chamber(s)					
ix.	Retail chain of outlets for perishables					
x.	Frozen store					
xi.	Deep Freezers					
xii.	Normal cold store					
xiii.	Machinery & equipment for minimal processing and/or value addition					
xiv.	Machinery & equipment for packing/ packaging					
xv.	Refrigerated cabinets / display cabinets					
xvi.	<b>Transport:-</b> Refrigerated/ Insulated transport / Reefer Vans					
Add other components not listed above						

  
22/1/2019



7. In case modernization/ upgradation of technology/ plant & machinery of existing facilities is proposed, please furnish details of technology, upgradation/modernization of plant & machinery along with details of existing capacity and proposed capacity after induction of new technology and plant & machinery in the following format:

S. No.	Details of existing facilities	Details of existing capacities	Type of facilities proposed to be modernized/upgraded	Proposed capacities after modernization/upgradation	Location of the facility	Whether covered under Backward Linkages or Forward Linkages

8. Annual Reports and Audited Statement of Accounts for last three years. This will not be applicable for new entrepreneur.

9. Proposed Project Financials

**a. Estimated Project cost details**

Item	Amount (In Rs. Lakh)
Land (Including FLIs / CCs / value added centre / distribution centre)	
Site Development	
Technical Civil Work (TCW)	
Other Civil Works	
Plant & Machinery (P&M)	
Common Utilities like Water/ETP/ STP, etc.	
Pre-operative Expenses	
Interest During Construction	
Margin Money for Working Capital	
Contingencies	
Add other items not listed above	
<b>Total Project Cost</b>	

**b. Means of finance**

Item	Amount (In Rs. lakh)
Promoter's Equity	
Term loan	
Eligible grant	
Unsecured loan	
<b>Total</b>	

*[Handwritten signature]*  
22/02/2018

**c. Basic Revenue Projections**

Item	Year 1	Year 2	Year 3	Year 4	Year 5
Turnover					
Cost of Operations					
Gross Profit					
Earnings Before Interest, Tax, Depreciation and Amortization (EBITDA)					
Profit before taxation					
Profit after taxation					

**d. Financial Parameters (as per Bank Appraisal Note)**

S No.	Particulars	Details (Ratio/%)	Ref Page No. in DPR*
i.	Internal Rate of Return (IRR) [(a) With and (b) without grant]		
ii.	Avg. Debt Service Coverage Ratio (DSCR)		
iii.	Break Even Point (BEP)		
iv.	Debt-Equity Ratio		

\*To be provided for section under the bank appraisal note highlighting the aforementioned detail.

**10. Availability of Raw Material in the Catchment Area - provide details such as Adequate Volume, Wider Mix of Raw Materials, Days of Operation in a Year along with supporting data along with authentic source.**

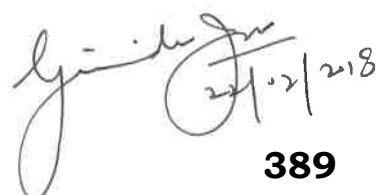
**11. Details of the catchment area of the project.**

S.No.	Location of the Catchment (Primary/secondary)	Name Village/Dist./AP MC	Commodities to be sourced	Quantities to be sourced [MT/KLD- in case of milk] ( per annum)	Ref. Pg. no. in DPR*

\*DPR should comprise of detailed chapter on proposed catchment (production and supply statistics).

**12. Details of the Forward / Market Linkage:**

a) Details of the existing market linkage / Proposed market Linkage

 22/12/2018

- b) MoUs/Contract documents/Undertaking/LoA
- c) Target consumption centres / key domestic markets
- d) Export targets/ plans, if any
- e) In case of export, details of volume to be exported /export destination/ statutory norms of export destination should be provided in the DPR

**13. Employment Generation projections**

Direct Employment: .....

Contractual Employment with no. of days: .....

Indirect Employment (specify): .....

**14. List of Manufacturers/ Suppliers of P&M (enclose quotations)**

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

**Signature of the Applicant/Lead Promoter**

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

*giri*  
22/02/2018

**CA Certificate Format  
(Letter Head of the CA)**

[Refer Para 12.1 (b)]

**CA certificate (With membership No. and firm registration No. of CA) in the following format:-**

**i. Project Cost:**

Sl. No.	Name of the Component/Item	Amount (Rs. in lakh)
1.	Land/development charges	
2.	Civil works — Technical civil works — Other civil works	
3.	Plant & Machinery	
4.	Misc. Fixed Assets	
5.	Others	
	<b>TOTAL</b>	

**ii. Means of Finance:**

Sl. No.	Item	Amount (Rs. in lakh)
1	Promoter's Equity	
2	Term Loan	
3	Grant from MFPI	
4	Unsecured loan*	
5	Others	

\*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

**Signature and Seal of C.A (Statutory Auditor in case of company)**

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

Counter signature of promoter/ authorized signatory of company with Seal

**CE Certificate (Civil) Format for Technical Civil Work:  
(Letter Head of the CE)  
[Refer Para 12.1 (c)]**

**CE certificate (With membership/registration No. of CE) in the following format:**

**Name of Project:**

**Location with address:**

**Date of site Visit by Chartered Engineer:**

**Project Progress: (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed Area (sq.m)	Proposed Cost (Lakh Rs)	Rate/ Unit(Rs/Sqm)
	<b>Total</b>			

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal



**CE Certificate (Mechanical) Format for Plant & Machinery:  
(Letter Head of the CE)  
[Refer Para 12.1 (c)]**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Name of project:**

**Location with address:**

**Date of Visit by Chartered Engineer:**

**Project Progress (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed Quantity	Proposed Cost (Lakh Rs)		Supplier/ Manufacturer (Supported by quotations)
			Basic Cost	Taxes, Freight, installation, insurance	
	Component -1				
	Component -2				
	Component -3				
	<b>TOTAL</b>				

**Signature and Seal of C.E.**

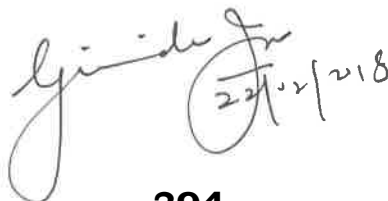
Counter signature of promoter/ authorized signatory of company with Seal



**UNDERTAKING**  
**[Refer Para 12.1 (m)]**

I ..... (Name of the Lead Promoter/Director/ Partner/ Proprietor etc.) Son of Mr..... (Father's name) resident of ..... (Residential address) do hereby solemnly affirm and declare/undertake as under:

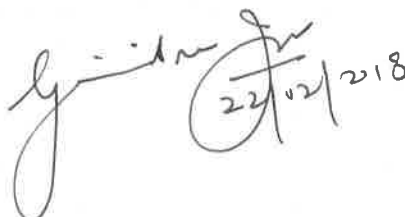
1. That I am promoter/ director/ partner/ proprietor of M/s..... (name of applicant) having its Registration no. ....and Registered Office at ..... (office address of applicant).
2. I hereby make application and I am duly authorized in my own right/by management vide its resolution no. ....dated.....to apply and sign all required documents including this undertaking on behalf of company/partnership firm/cooperative society etc. named as .....; and am fully aware of the facts relating to the setting up of project at Survey/ Plot No....., Village....., Tehsil....., District....., State....., PIN code .....(location of the main facility) for.....(activities to be undertaken by project) and application is being made to the Ministry of Food Processing Industries (MoFPI) under the Central Sector Scheme for Creation of Backward and Forward Linkages.
3. That the term and conditions of the above scheme of the MoFPI under which an application is made by the applicant have been properly read and understood by me and I affirm that the project/ proposal comply with all the terms and conditions of the approval letter and provisions enshrined in the scheme guidelines.
4. That the proposed activities to be undertaken by the project/proposal are covered under the above scheme of MoFPI and no part of the scheme/infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the near future.
5. It is certified that ..... (name of applicant) has not obtained or applied for grants for the same project, component, purpose or activity from any other Ministry or Department of the Government of India or State Government or their agencies.
6. It is certified that applicant's sister concern (s)/ related company / group company/firms as well as the applicant itself has not availed any financial assistance for a food processing project in the past from MFPI [if availed, the details shall be furnished separately].
7. I also solemnly affirm/undertake that the proposed project components in the application are a completely new activity and not a pre-existing activity or any component thereof.
8. In case of concealment of any facts in this regard, the MoFPI would have right to reject/ cancel my application/project out right at any stage.



9. I will meet any shortfall in means of finance due to less admissibility of grant or any future reduction in grant-in-aid or any escalation caused in the cost of the project.
10. I shall not dispose-off or encumber or utilize the assets created wholly or substantially out of government grant for purpose other than those for which they have been sanctioned, without obtaining the prior approval of the sanctioning authority of grant-in- aid.
11. In case of non-implementation/ delayed implementation of the project the Ministry will have absolute right in cancelling the approval granted and also recall the grant released, if any, along with interest as per the scheme guidelines.
12. In case of failure to operate the project for at least three years after commencement of commercial operation, I shall return the entire grant-in-aid with interest @ 10% per annum.
13. User charges/hiring rates of the facilities created under the project will be disseminated to the public including uploading of the same on the website of the project/ organization. A copy of the same will also be made available to the Ministry.
14. I undertake that all the information furnished in the application and the DPR with respect to the eligibility conditions, etc. are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.
15. I also undertake that in the event of any information or facts furnished by me are found to be incorrect or material information concealed, during the course of implementation of the project or subsequent to implementation, the Ministry of Food Processing Industries may take action as per the provisions of scheme guidelines and/or as per the law of the land, as deemed fit and appropriate in the circumstances.

**Date:** \_\_\_\_\_ **Signature of the Lead Promoter**

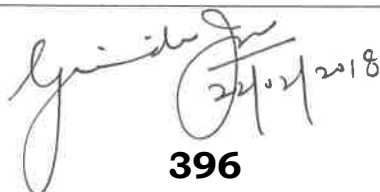
**Place:** \_\_\_\_\_

A handwritten signature in dark ink, followed by the date 22/02/2018 written in a similar style.



[Refer Para 13.1]

S.No.	Criteria for Evaluation of Proposals to Establish Forward and Backward Linkages	Max Marks
1	<b>Raw Material Availability, Adequate Volume and Wider Mix of Raw Materials/Days of Operation in a Year</b>	<b>10</b>
	<b>(a) Availability of raw materials,</b> (Higher marks shall be given to the projects which provide the details of raw material in the catchment area supported by latest authentic data). (i) 5 marks for raw material availability backed by latest data with government source. (ii) 5 marks for availability of raw material if data is based on self-conducted survey, duly authenticated by block/district authority. (iii) 3 marks for availability of raw material data based on government source which is not the latest one but also not older than 3 years. (iv) 2 marks if the applicant has provided data for raw material availability, but has not provided the credible source (as above) for the furnished data.	5
	<b>(b) No. of days of operation</b> More than 250 – 3 Marks 180 – 250 Days – 2 Marks Less than 180 – 1 Mark	3
	<b>(c) Product Mix</b>	2
2	<b>Agreement / Arrangements for Raw Material Procurement &amp; Marketing of Products</b>	<b>15</b>
	<b>(a)</b> 1 mark for each MoU/ Agreement for Backward Linkages with FPOs/ FPCs/ SHGs/ Producer Groups – <b>max.10 marks</b> <b>(b)</b> 0.5 mark for each MoU/Agreement for Backward Linkages other than FPOs/ FPCs/SHGs/Producer Groups – <b>max.5 marks</b> <b>(c)</b> 0.5 mark MoU/Agreement for Forward Linkages – <b>max. 10 marks</b>  MOU/Agreement should be duly authenticated by concerned District Authority pertaining to respective sectors.	
3	<b>Status of project land</b> <b>(a)</b> Land in possession of the Applicant with approval for industrial use: <b>5 marks</b> <b>(b)</b> Land in possession of the Applicant without approval for industrial use: <b>3 marks</b> <b>(c)</b> Land not in possession of the Applicant but Agreement to sale executed: <b>2 marks</b>	<b>5</b>
4	<b>Details of existing business operations</b>	<b>30</b>
	<b>(a)</b> (i) Food processing business including minimal processing having annual turnover of Rs. 1 Crore and above during a year:- <b>8 marks</b> (ii) Food processing/ minimal processing business having annual turnover of less than Rs. 1Crore and above Rs. 50 lakh during a year:- <b>4 marks</b>	8
	<b>(b)</b> If the Applicant is an FPO/FPC/SHG registered with SFAC/ State Government/ NABARD/ other Government Agency.	20
	<b>(c)</b> If the Applicant is Women SHG	2



<b>5</b>	<b>Economic Viability of the proposal</b>	<b>10</b>
	<p>Economic Viability of Project Based on Bank Appraisal (Key financial parameters viz. IRR, DSCR etc.)</p> <p><u>Max marks shall be given for IRR = 5</u></p> <p>(a) 5 marks shall be given if IRR&gt;20%</p> <p>(b) 4 marks shall be given if IRR is between 17%-20%</p> <p>(c) 3 marks shall be given if IRR is between 14%-16.9%</p> <p>(d) 2 marks shall be given if IRR is between 10%-13.9%</p> <p>(e) Nil marks shall be given if IRR is less than 10%</p> <p><u>Max marks shall be given for DSCR = 5</u></p> <p>(a) 5 marks shall be given if DSCR ≥ 3.0</p> <p>(b) 4 marks shall be given if DSCR is between 2.5 and 2.9</p> <p>(c) 3 marks shall be given if DSCR is between 2.0-2.4</p> <p>(d) 2 marks shall be given if DSCR is between 1.5-1.9</p> <p>(e) Nil marks shall be given if DSCR &lt; 1.5</p>	<b>10</b>
<b>6</b>	<b>Processing and Value Addition</b>	<b>10</b>
	(a) Project proposing processing and value addition	
<b>7</b>	<b>Creation of Backward &amp; Forward Linkages</b>	<b>20</b>
	<p>(a) Project proposing creation of Backward Linkages, Forward Linkages and Transport: <b>20 marks</b></p> <p>(b) Project proposing creation of Backward Linkages and Transport: <b>15 marks</b></p> <p>(c) Project proposing creation of Forward Linkages and Transport: <b>15 marks</b></p> <p>(d) Project proposing creation of Backward Linkages and Forward Linkages: <b>15 marks</b></p> <p>(e) Project proposing creation of Backward Linkages only: <b>10 marks</b></p> <p>(f) Project proposing creation of Forward Linkages only: <b>10 marks</b></p>	
	<b>Total</b>	<b>100</b>

*gimide*  
22/12/18

**ROLE AND RESPONSIBILITIES OF PROGRAMME MANAGEMENT AGENCY (PMA)**

**[Refer Para15]**

- (i) Scrutiny of the Proposals received against the EOI/advertisement and assist the Ministry in selection of eligible proposals.
- (ii) Appraisal of the DPR/projects indicating financial viability, commercial sustainability and socio-economic impact and presentation of the appraisal to the Ministry for approval.
- (iii) Assist the Ministry in issue of approval letters to the selected projects.
- (iv) Assist/advise the Ministry in release of the grant to the approved projects. Scrutiny of the proposals for release of grant as per the scheme guidelines. Undertake site inspections to assess the actual physical progress and verify the claims/documents submitted by the applicant for release of grant and make recommendations to the Ministry. In addition to carrying out mandatory site inspections before release of 1<sup>st</sup> and 2<sup>nd</sup> installment of grant, the PMA will also carry out additional site inspections as and when requested by the Ministry to ascertain the status of implementation of a particular project.
- (v) Monitoring and reporting the progress of the projects to the Ministry periodically on the basis of defined milestones or as directed by the Ministry.
- (vi) Updating the data regularly in the online dashboard monitoring system for monitoring the progress of the assisted projects. The portal will have to be kept updated at all times.
- (vii) Development and implementation of suitable Operation & Management (O&M) plan for the assisted projects.
- (viii) Assist in formulating, analysis and evaluation of the scheme guidelines.
- (ix) Provide inputs for preparing reports, templates, forms and check lists related to the effective implementation of the scheme.
- (x) Provide inputs for preparation of the agenda notes and minutes of the Review meeting, Technical Committee, Inter-Ministerial Approval Committee etc.
- (xi) Checking the authenticity of the documents submitted by the applicants.
- (xii) Any other duty and responsibility assigned by the Ministry from time to time.



**ROLE AND RESPONSIBILITIES OF TECHNICAL AGENCY (TA)**

**[Refer Para 16]**

- (i) Sensitization and awareness creation about the scheme amongst the FPOs/FPCs/SHGs/WSHGs.
- (ii) Assist the FPOs/FPCs/SHGs/WSHGs in conceptualizing projects and preparing comprehensive proposals/DPRs including business plan for onward submission to the Ministry of Food Processing Industries.
- (iii) Organizing capacity building workshops, training for BoDs and other key members of the Farmer Groups on entrepreneurship, business planning and management.
- (iv) Assist the identified Farmer Groups on meeting minimum compliance requirement as per scheme guidelines.
- (v) Assist the Farmer Group for sanction of term loan from Bank and to secure approval of financial assistance from MoFPI.
- (vi) Representing the interest of Farmer Groups along with their representatives in the Ministry.
- (vii) Handholding the approved proposals during implementation phase by providing all assistance relating to documentation for release of grant, liaison with the bank, securing various statutory approvals from central/state govt. authorities/agencies.
- (viii) Constant review and monitor the post implementation phase of the project till it achieves financial stability and commercial viability.
- (ix) Submission of quarterly progress report during implementation phase and also for three years during post implementation phase.
- (x) Developing market linkages for these FPO's by involving end users [Exporters, Processors, Retailers].
- (xi) Any other duty and responsibility assigned by the Ministry from time to time.



## Mandate Form

ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) /REAL TIME GROSS  
SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS

## DETAILS OF ACCOUNT HOLDER:

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

## BANK ACCOUNT DETAILS:-

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS TELEPHONE NUMBER AND EMAIL	
BRANCH'S IFSC CODE	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

## DATE OF EFFECT:-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the Ministry of Food Processing Industries responsible.

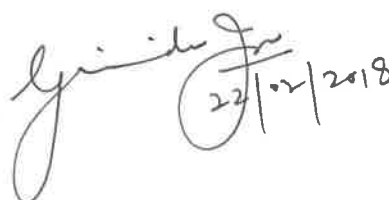
Date

Signature of Customer

Certified that the particulars furnished above are correct as per our records.

(Signature and Seal of Bank)

(Note: Please attach a self-attested photocopy of cheque along with the verification obtained from the bank)



**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s \_\_\_\_\_, a \_\_\_\_\_ (Type of organization) incorporated / registered under the \_\_\_\_\_ (Name of the Act) and having its registered office at \_\_\_\_\_ (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand \_\_\_\_\_

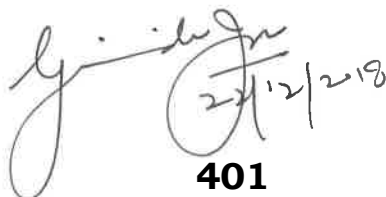
WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries' Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ Only) for the purpose of \_\_\_\_\_, (description of the project) at \_\_\_\_\_, out of which the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms and conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aid and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon, if a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest@10% per annum shall be charged up to the date of its refund to the Government, unless it is agreed to be carried over.

The obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive/ have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created/ acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards

  
401

the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_ Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy of whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

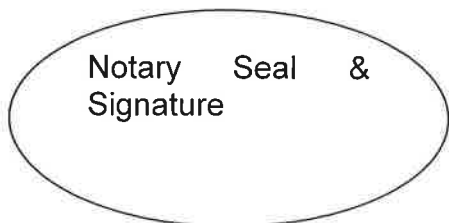
Signature of AUTHORIZED SIGNATORY  
SIGNED FOR AND ON BEHALF OF  
(Name of the obliger in block letters)  
(seal/ stamp) of Organization)

1. Signature of witness  
Name & Address

2. Signature of witness  
Name & Address

**TO BE FILLED UP BY**  
**THE MINISTRY OF FOOD PROCESSING INDUSTRIES (ACCEPTED)**  
For and on behalf of the President of India

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_  
Dated: \_\_\_\_\_



Notary Seal &  
Signature

*[Handwritten signature]*  
22/12/2018

**CA Certificate Format**  
(Letter Head of the CA)

**CA certificate (With membership No. and firm registration No. of CA) in the following format:-**

**iii. Project Cost: (Rs. in lakh)**

Sl. No.	Name of the Component/Item	Cost approved by the Ministry	Actual expenditure incurred as on -----
1.	Land/development charges		
2.	Civil works — Technical civil works — Other civil works		
3.	Plant & Machinery		
4.	Misc. Fixed Assets		
5.	Others		
	<b>TOTAL</b>		

**iv. Means of Finance: (Rs. in lakh)**

Sl. No.	Item	Means of finance approved by the Ministry	Actual expenditure incurred as on -----
1	Promoter's Equity		
2	Term Loan		
3	Grant from MFPI		
4	Unsecured loan*		
5	Others		

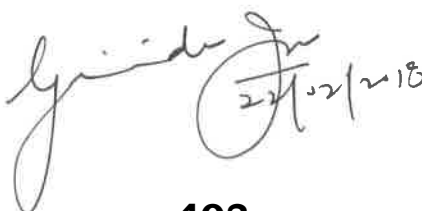
\*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

**Signature and Seal of C.A (Statutory Auditor in case of company)**

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

(The certification by CA should be based on the verification of books of accounts, bills, invoices, work orders, bank statements, etc. related to the project.)

Counter signature of promoter/ authorized signatory of company with Seal





**CE Certificate (Civil) Format for Technical Civil Work:  
(Letter Head of the CE)**

**CE certificate (With membership/registration No. of CE) in the following format:**

**Name of Project:**

**Location with address:**

**Date of site Visit by Chartered Engineer:**

**Project Progress: (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed/ appraised Area (sqm)	Proposed/ appraised Cost (Lakh Rs)	Actual Area(sqm)	Actual Cost(Lakh Rs)	Rate/ Unit(Rs/Sqm)	Remarks about the status of implementation	Comments on quality, construction standards, market rates
	<b>Total</b>							

**It is certified that the material/ components used in the Technical Civil Work are new.**

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal



**CE Certificate (Mechanical) Format for Plant & Machinery:  
(Letter Head of the CE)**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Name of project:**

**Location with address:**

**Date of Visit by Chartered Engineer:**

**Project Progress (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed/ appraised Quantity	Proposed/ appraised Cost (Lakh Rs)	Actual Quantity	Actual Cost (Lakh Rs)		Supplier/ Manufacturer	Status of implementation	Comments on quality, specifications, etc.
					Basic Cost	Taxes, Freight, installation, insurance			
	Component -1							Such as: •Ordered •Received at site •Installation in progress •Installed •Commissioned	
	Component -2								
	Component -3								
	<b>TOTAL</b>								

**It is certified that all the plant and machinery for which grant has been approved are new.**

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of company with Seal



**(Letter Head of the Bank)**

**Certificate**

1. Certified that this bank has appraised the project of M/s.....(Name and Address of the project) for grant as per scheme guidelines of the Ministry of Food Processing Industries and also sanctioned term Loan of Rs. ....lakh.
2. It is further certified that we have released Rs. ....lakh (---% of sanctioned term loan) and Rs.....lakh (1<sup>st</sup>installment/ 2<sup>nd</sup> installment of grant-in-aid) to M/s ..... (Name and Address of the project).
3. We have no objection in releasing 1<sup>st</sup>/ 2<sup>nd</sup>/ 3<sup>rd</sup> (delete whichever not applicable) installment of grant.

Signature with seal  
(Name of authorised signatory)  
(Branch Name)

Counter Signature of promoter/ Authorized  
Signatory of company with seal



Statement of expenditure/ utilization of the funds released

Certified that Rs. \_\_\_\_\_ of grant-in-aid sanctioned by the Ministry of Food Processing Industries towards first/second instalment of grant in favour of \_\_\_\_\_ has been utilized for the purpose for which it was sanctioned. A statement of accounts showing the expenditure/utilization of funds released duly signed by the undersigned and counter signed by the Chartered Accountant is enclosed as per **Annexure VIII**

Signature of Promoter/ Authorized signatory of Company with seal \_\_\_\_\_

Date \_\_\_\_\_

Counter signature  
of Chartered  
Accountant with  
CA Registration  
No.

A handwritten signature in dark ink, followed by the date '22/12/18' written in a similar style.

## Statement of expenditure/ utilization of the funds released

Sl. No.	Name of Party	Components	Voucher /Bill no.	Date of Voucher/Bill	Basic Cost (only for P&M)	Taxes, freight, installations, insurance costs (for P&M)	Total Cost	Date of Payment as per bank statement	Mode of Payment

*gide for*  
22/2/2018

To be signed by  
the Promoter and  
Counter signed by  
the CA.

**F. No. Z-14/13/2018-APC**  
**भारत सरकार/Government of India**  
**खाद्य प्रसंस्करण उद्योग मंत्रालय**  
**Ministry Food Processing Industries**  
**पंचशील भवन, अगस्त क्रांति मार्ग**  
**Panchasheel Bhawan, August Kranti Marg**  
**नई दिल्ली/New Delhi-110049**

\*\*\*\*\*


Dated: 05.08.2019

**Subject: Revised operational guidelines for the Scheme for Creation of Infrastructure for Agro Processing Clusters of Pradhan Mantri Kisan Sampada Yojana (PMKSY).**

Ministry of Food Processing Industries (MoFPI) is implementing a Central Sector Scheme for Creation of Infrastructure for Agro Processing Clusters under Pradhan Mantri Kisan Sampada Yojana (PMKSY) for the period upto 2019-20. The proposals under the scheme are invited online through Expression of Interest (EOI) issued by the Ministry from time to time.

2. Based on the decisions taken in various Inter-Ministerial Approval Committee (IMAC) meetings, the operational guidelines of the Scheme for Creation of Infrastructure for Agro Processing Clusters have been further revised to make the scheme more investor friendly.

3. The revised operation guidelines for the Scheme for Creation of Infrastructure for Agro Processing Clusters are hereby notified for the information of all the stakeholders and public at large.

  
**(Surendra Singh)**  
Deputy Industrial Adviser  
Tel. No. 011-26406538  
Email: [surindersingh@nic.in](mailto:surindersingh@nic.in)

**F. No. Z-14/13/2018-APC**  
**Government of India**  
**Ministry of Food Processing Industries**  
**Panchsheel Bhawan, August Kranti Marg,**  
**New Delhi-110049**

Dated: 05.08.2019

**Subject:- Revised Operational Guidelines for the Scheme for Creation of Infrastructure for Agro Processing Clusters**

**1. Introduction:**

1.1 The Ministry has formulated the Scheme for Creation of Infrastructure for Agro Processing Clusters as a sub-scheme of Central Sector Scheme - "PRADHAN MANTRI KISAN SAMPADA YOJANA (PMKSY)" coterminous with the 14<sup>th</sup> Finance Commission cycle.

1.2 The scheme aims at development of modern infrastructure to encourage entrepreneurs to set up food processing units based on cluster approach. The scheme is to be implemented in area of horticulture / agriculture production identified through a mapping exercise. These clusters will help in reducing the wastage of the surplus produce and add value to the horticultural / agricultural produce which will result in increase of income of the farmers and create employment at the local level.

1.3 There are certain capital intensive common facilities which are required to be created by food processing units irrespective of nature of their processing. These capital intensive facilities like cold storages, blast freezers, specialized packaging, IQF, warehousing etc if developed as common facilities, will encourage entrepreneurs to set up more food processing units. The nature of operation of the food processing units also requires development of basic enabling infrastructure to take care of continuous process, water supply, effluent treatment and clean surrounding, etc. There is lack of such modern infrastructure in the country which is hampering the development of food processing sector. If this infrastructure is made available with the financial support from the government, there is a potential of developing food processing sector with much higher speed than it is today.

**2. Objectives of the Scheme**

The major objectives of the scheme are:

- i. To create modern infrastructure for food processing closer to production areas.
- ii. To provide integrated and complete preservation infrastructure facilities from the farm gate to the consumer.
- iii. To create effective backward and forward linkages by linking groups of producers / farmers to the processors and markets through well-equipped supply chain.

**3. Salient Features of the Scheme**

3.1. At least 5 food processing units with a minimum aggregate investment of Rs. 25 crore will be set up in the Agro-processing cluster. These units may be set up by the promoters and associates of Project Execution Agency (PEA) and by other entrepreneurs. The investment in these units will not be eligible under this scheme.

3.2. Food processing units will be set up simultaneous to the creation of core infrastructure in the cluster. The core infrastructure facilities being developed in the agro-cluster shall be as per the requirement of food processing units to be set up in the cluster or as per the available raw material for processing in the area.

3.3. Agro-processing clusters may be developed by:

- the promoter(s) willing to set up own units in the cluster and also allow utilization of common infrastructure to other units in the area;
- the promoter(s) willing to develop common infrastructure for use by the units to be set up in the food processing cluster by other entrepreneurs;
- the promoter(s) willing to develop common infrastructure in the existing food processing cluster

3.4. The extent of land required for establishing the agro-processing cluster would depend upon the business plan of Project Execution Agency (PEA), which may vary from project to project. At least **10 acres** of land for the project shall be arranged by the PEA either by purchase or on lease of at least **50 years**.

3.5. Preference will be given to setting up agro-clusters in agri-horti clusters identified by Central / State Governments, if any.

3.6. It is expected that on an average, each project may have around 5-10 food processing units to be set up in each Agro-processing cluster with an employment generation potential, both direct and indirect of about 500 to 1500 persons. This employment generation will provide livelihood to about 6000 persons based on an average household size of 4 members. However, the actual configuration of the project may vary depending upon the business plan for each Agro –processing cluster.

3.7. The food processing industries that make food products fit for human and animal consumption (except alcoholic products) may be permitted to be set up in these clusters. Preference will be given to projects proposing preservation and/or processing of perishable food products. Packaging facilities of food products as ancillary to the food processing industries (proposed to be setup in the cluster) may also be allotted land in the agro cluster.

#### **4. Components of the Scheme:**

4.1. The scheme will have following components:

(i) **Basic enabling infrastructure:** It will include site development including development of industrial plots, boundary wall, roads, drainage, water supply, electricity supply including power backup, effluent treatment plant, parking bay, weigh bridges, common office space etc. However, the cost of basic enabling infrastructure not exceeding 40 percent of the eligible project cost would be eligible for grant purpose. The cost of any basic enabling infrastructure outside the boundary wall of the agro cluster will not be eligible for grant assistance.

(ii) **Core infrastructure:** The common facilities will be based on the needs of the units which will be set up in these clusters. The common facilities of capital intensive nature may include food testing laboratory, cleaning, grading, sorting and packing facilities, steam generation boilers, dry



warehouse, cold storage, pre-cooling chambers, ripening chambers, IQF, specialized packaging, other common processing facilities, etc.

The above mentioned facilities are only illustrative and the exact nature of facilities may vary from project to project based on requirements of the units in the cluster and availability of agriculture / horticulture produce in the catchment area of the project.

4.2. Any modification in the common facilities / core infrastructure after approval of the proposal will not be approved by the IMAC, unless request for modifications submitted with a compelling rationale and endorsed by the lending institutions.

## **5. Pattern of Assistance**

5.1 The Scheme envisages grants-in-aid @ 35% of eligible project cost in general areas and @50% of eligible project cost in the North East States including Sikkim and difficult areas namely Himalayan States (i.e. Himachal Pradesh, Jammu & Kashmir and Uttarakhand), State notified ITDP areas & Islands of Union Territories of Lakshadweep and Andaman & Nicobar Islands subject to max. of Rs. 10.00 crore per project. The grants-in-aid will be credit linked but not back-ended. The eligible project cost will exclude cost of land, pre-operative expenses and margin money for working capital from the total project cost.

5.2 "SC or ST promoter(s), as the case may be, shall hold 100% stake in the Project Execution Agency (PEA). Such Project Execution Agency (PEA) will be treated at par with the difficult areas for the purpose of extending benefits under the scheme. For any change in the constitution / composition of such Project Execution Agencies (PEAs), prior permission of Ministry shall be required.

5.3 The registered value of the land would be taken as part of the total project cost. The GoI grant shall not be used for procurement/purchase of land. In case of land acquired by PEA on lease, such cost may not be part of project cost and may be considered part of operating cost.

5.4 The cost norms notified by MIDH/ NHB/ MoFPI, wherever available, will be applied while calculating the eligible project cost and grants-in-aid for the proposals received under the scheme.

## **6. Project Execution Agency (PEA):**

6.1 Govt. Departments / PSUs / Joint Ventures / NGOs / Cooperatives / Self Help Groups (SHGs) / Farmer Producer Organizations (FPOs) / Private Sector Companies / Partnership Firms / Proprietorship Firms etc. can be Project Execution Agency (PEA) who will be eligible for financial assistance under the scheme.

6.2 Govt. of India has decided to earmark funds for extending benefit of the scheme to SC & ST. Therefore, subject to meeting the basic eligibility criteria, SC / ST beneficiaries will be given preference in sanction of the projects under the scheme to the extent of earmarked fund allocation for each category.

6.3 The Project Execution Agency (PEA) would be responsible for the following:

- i. To formulate the Detailed Project Report (DPR) and execute the project in a transparent, efficient and timely manner.
- ii. To arrange land only lease / purchase and ensure external infrastructure linkages for the project.
- iii. To obtain statutory approvals/clearances including environmental clearances, which are prerequisite for commencement and operation of the Project.
- iv. To achieve financial closure and ensure timely completion of the project in specified timelines.
- v. To own and maintain the enabling infrastructure and common facilities.
- vi. To receive grant-in-aid under the Scheme, and to ensure its utilization in a transparent and judicious manner.
- vii. To maintain proper accounts of the project implementation and the maintenance of infrastructure and common facilities after commissioning of the project.
- viii. Upload monthly progress report with pictures / photographs of site.
- ix. Publish the user charges/hiring rates for common facilities and lease rental rates / sale price for plots in agro-processing cluster on their websites and also on a board at the gate of the agro cluster for wider information of the prospective investors. Rate of plots in the Agro Processing Cluster will also be made available to Ministry of Food Processing Industries (MoFPI) and State Government concerned for uploading on their websites.
- x. PEA may sell / lease plots in agro-processing cluster to other food processing units. But the common facilities in the cluster cannot be sold or leased out. They can only be offered to units on rental basis.

## 7. Eligibility criteria for PEA:

7.1 The combined net worth of the PEA should not be less than 1.5 times of the grant amount sought.

7.2 PEA needs to bring in at least 20% of the total project cost as equity / contribution in general areas and at least 10% of the total project cost in the North East States (including Sikkim) and difficult areas namely Himalayan States (i.e. Himachal Pradesh, Jammu & Kashmir and Uttarakhand), State notified ITDP areas & Islands.

7.3 PEA needs to bring in term loan from the Bank/Financial Institution for an amount not less than 20% of the project cost.

7.4 The land for the project shall be arranged by the PEA either by purchase or on lease of at least 50 years.

7.5 Only one agro-processing cluster will be sanctioned in a district. In case of more than one proposal from same district, the proposal having higher score in the merit based on criteria for assessment as per **Annexure-I** will be considered. However, in case there are more than one proposal with same marks, the proposal with higher equity / contribution (in Rupees term) will be considered.

7.6 Any entity / applicant which has availed financial assistance for a project under this scheme of the Ministry, will not be eligible to apply for another project under same scheme until one year after operationalisation of earlier project.

7.7 The same applicant / entity shall not be sanctioned more than two projects in five years under this scheme of MoFPI from the date of sanction of first project (including first project).

7.8 The promoter(s) of the Agro Processing Clusters approved by MoFPI, will be eligible for availing financial assistance under other schemes of State / Central Governments including MoFPI for setting up of the unit(s) in these cluster(s).

7.9 New Agro processing cluster will not be sanctioned in the same district where CPC of Mega Food Park (MFP) approved by the Ministry is located. The promoters, who have been sanctioned Mega Food Parks by the Ministry, will not be eligible under the scheme for a period of two years from the date of completion of the MFP.

7.10 The proposals, meeting the cut off marks of at least 60 as per the criteria for assessment in the **Annexure-I**, will be considered eligible subject to fulfillment of other conditions prescribed in the Scheme guidelines. The proposals will be selected in order of merit on a monthly basis till the time number of clusters allocated of a state gets exhausted. Further, the proposals will be selected in order of merit of total marks (descending order of total marks) in a particular State.

7.11 Based on the agriculture production of States / UTs, State-wise allocation of 100 agro processing clusters is at **Appendix-A**. However, in case of lack of suitable proposals or non-receipt of proposals from a State / UT, IMAC may decide to allocate more agro processing clusters to that State / UT, over and above the allocated clusters as per **Appendix-A**, in order of merit of score / marks obtained by the eligible proposals.

## **8. Program Management Agency (PMA)**

8.1 In the interest of expeditious implementation of the projects, the Ministry may engage Program Management Agency (PMA) to assist MoFPI for implementation of the scheme. The PMA will be a reputed institution with extensive experience in project development, management, financing and implementation of infrastructure projects of similar nature. The expenses of PMAs, promotional activities, office and travel expenses will be met from the allocation of the grant-in-aid for the scheme.

8.2 The PMA will have the following role:

- i. To assist the Ministry in organizing workshops/media campaigns aimed at sensitizing the potential stakeholders about the scheme.
- ii. To assist the Ministry in inviting applications for projects under the Scheme.
- iii. To assist the Ministry in selection of projects through evaluation/appraisal of techno-feasibility reports and DPRs submitted for projects. Appraisal of the DPRs will include examination of financial viability and sustainability of Ownership & Management structure of the projects.
- iv. To assist in the evaluation of any amendments to the projects/DPRs.
- v. To assist the PEAs in achieving financial closure and obtaining necessary clearances from various authorities for the Project.
- vi. To assist the Ministry in release of the grant under the Scheme.
- vii. To monitor and report the progress of the agro-processing cluster projects to the Ministry periodically.
- viii. To maintain and update the database of the projects on monthly basis in the software decided by the Ministry.

## **9. Expression of Interest**

In response to the notice inviting Expression of Interest (EoI) by Ministry for selection of Projects, a proposal for the proposed agro-processing cluster will be submitted by the applicant in the prescribed application format (**Annexure-II**) including the information/documents to be covered in the EoIs (**Annexure-III**) along with following information/documents:

- (a) Detailed Project Report (DPR) consisting of technical, commercial, financial and management aspect of the project. The proposal would have tentatively identified location of the cluster, availability of land, potential investors for food processing units in the cluster, proposed level of investment including the estimated project cost, the proposed means of finance and the number and type of food processing units along with complete details.
- (b) In-principle or final term loan sanction from any Bank/ Financial Institution including Non-Banking Financial Companies (NBFCs) registered with Reserve Bank of India(RBI).
- (c) A detailed appraisal note from the Bank / Financial Institution including Non-Banking Financial Companies (NBFCs) registered with Reserve Bank of India(RBI).
- (d) Certificate of incorporation/ registration of the applicant firm, Memorandum and Articles of Association in case of Company/ Bye laws of the Society, Co-operative, Self Help Group/ Registered partnership deed, etc.
- (e) Bio-data/background/ experience of the project promoter(s) / PEA.
- (f) Documents in support of net-worth of the PEA and also promoter(s) / proposed shareholder(s) of PEA. The details of each promoter/proposed stakeholder in the PEA shall also be provided as per **Annexure-XII**.
- (g) Annual reports and Audited Financial Statement of Accounts of the applicant firm/company/cooperative/ Partnership/ Self Help Group, etc. for last three years.
- (h) Documents in support of land title in the name of the applicant or land lease, duly registered with the competent authority for not less than the period of 50 years. The proposals having ownership and possession of suitable land with Change in Land Use (CLU) for the project will be given preference.
- (i) Undertaking by PEA as per **Annexure-IV**

**Note:**

- i. The PEA shall submit the final term loan sanction letter from Bank/FI, within two months from the date of issue of approval letter, in case these documents have not already been submitted along with the proposal.
- ii. All pages of the proposal are to be properly numbered and the proposal should contain an Index as first page of the proposal indicating the various documents submitted along with page number, failing which the proposal is likely to be rejected.

**10. Approval of the project:**

10.1 Technical Committee (TC) headed by the Special / Additional / Joint Secretary (MoFPI) would scrutinize the proposals and submit its recommendations to the Inter-Ministerial Approval Committee (IMAC). Other members of the Technical Committee (TC) shall be as follows:

- i. Joint Secretary (MIDH), Department of Agriculture & Cooperation or his nominee - Member
- ii. Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries or his nominee- Member
- iii. Chairman, APEDA or his nominee - Member
- iv. Representative of NITI Aayog - Member
- v. Representative of Financial Adviser, MoFPI - Member

- vi. Joint Secretary, MNRE or his nominee - Member
- vii. Principal Secretary / Secretary of the concerned State or his nominee - Member
- viii. NABARD as Financial institution - Member
- ix. Representative of National Horticulture Board - Expert Member
- x. Representatives of IIFPT and NIFTEM- Technical Experts
- xi. Deputy Secretary / Director, MoFPI - Member Secretary

The criteria for evaluation of EOI/ proposals by TC is given at **Annexure-I**.

10.2 The Inter-Ministerial Approval Committee (IMAC) headed by Hon'ble Minister of Food Processing Industries shall select the projects and grant approval to the projects keeping in view the TC recommendations. The IMAC will also monitor the implementation of the projects sanctioned under the Scheme. The composition of the IMAC shall be as follows:

- (i) Hon'ble Minister of Food Processing Industries- Chairperson
- (ii) Hon'ble Minister of State of Food Processing Industries- Vice Chairperson
- (iii) Secretary, MoFPI - Member
- (iv) Additional / Joint Secretary & Financial Advisor, MoFPI - Member
- (v) Special / Additional / Joint Secretary, In-charge, Agro-processing cluster Scheme, MoFPI - Convener & Member
- (vi) Principal Secretary / Secretary (Industries / FPI) of the concerned State or his nominee – Member
- (vii) Joint Secretary (MIDH), Department of Agriculture & Cooperation, Ministry of Agriculture or his nominee - Member
- (viii) Joint Secretary, Department of Animal Husbandry, Dairying and Fisheries or his nominee - Member
- (ix) Joint Secretary, Department of Commerce or his nominee – Member
- (x) Joint Secretary, MNRE or his nominee - Member
- (xi) Representative of NABARD as Financial Expert - Member

## **11. Role of State Government / UTs:**

The role of the State Government / UTs is envisaged in the following areas:

- i. To facilitate PEA in procurement/purchase lease of suitable land.
- ii. Providing all the requisite statutory clearances including permission for sub-leasing of land by PEA, wherever needed, for setting up the agro-processing cluster
- iii. Providing the necessary connecting infrastructure for Power, Water, approach roads and other external infrastructure to the project
- iv. Providing flexible and conducive labour environment and consider special facilities like exemption of stamp duty, Tax exemption etc. for the agro-processing cluster and the units located in the agro-processing cluster.
- v. Monitor the implementation of projects.

## 12. Dovetailing of Assistance and Revisions in Project Cost:

Considering the complexities and challenges associated with agricultural infrastructure projects of this nature, the PEA may dovetail assistance available under various other schemes of other Central / State Governments, which would improve the viability of the project. While dovetailing such assistance, it will be ensured that there is no duplication of assistance for the same component/activity of the project.

## 13. Release of Funds:

The grants-in-aid will be released to PEA in four installments as below:

(I). First installment of 35% of the total approved grant will be released to the PEA in the designated Bank account after incurring an expenditure of 35% of the bank term loan and 35% PEA contribution / equity on eligible project cost and submission of following documents:

- a. Establishment of Trust & Retention Account (TRA) and signing the TRA agreement with the designated Bank. Draft TRA agreement will be shared by the Ministry with PEA.
- b. CA certificate for actual expenditure on the components of the basic enabling infrastructure of the project duly certified by the PEA indicating utilization of at least 35% of term loan & 35% PEA contribution / equity as per **Annexure-V**.
- c. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA (**Annexure-VI**).
- d. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA (**Annexure-VII**).
- e. **Certificate** from the concerned bank/ financial institution (**Annexure-VIII**) which has sanctioned and disbursed term loan for the project certifying that:-
  - (i). It has disbursed 35% of the total sanctioned term loan and the same being used on the approved components; and
  - (ii). Has no objection for disbursement of 35% of the grant-in-aid being released by the Ministry.
- f. Surety Bond (**Annexure-IX**) to be executed by the PEA on a Non-Judicial stamp paper of not less than Rs.100, duly notarized and signed by two independent witnesses (other than promoters of PEA) along with Board resolution/certificate from Board of Directors/promoters of PEA (as applicable) authorizing one of the directors/partners as authorized signatory of documents. Surety Bond is not required to be executed by the Central / State Government Department.
- g. "Consent to Establish" for the project from Central / State PCB.
- h. PFMS (CGA) Registration of PEA and Mandate Form (**Annexure-X**).
- i. Inspection report of the PMA based on site visit recommending release of the installment.

- j. Any other condition which may be specified from time-to-time.

(II). Second installment of 40% of the total approved grant will be released to the PEA in the designated Bank account after incurring an expenditure of 75% of the bank term loan and 75% of PEA contribution / equity on eligible project cost and submission of the following documents:

- a. Statement indicating 100% utilization of first installment of grant duly signed by the PEA and countersigned by the CA (**Annexure-XI**).
- b. CA certificate for actual expenditure on each of the components of the project duly certified by the PEA indicating utilization of 75% of term loan and 75% PEA contribution / equity.
- c. Details of unsecured loan (along with PAN numbers of lenders) or bridge loan, if any, duly certified by Chartered Accountant and countersigned by the PEA are to be given (**Annexure-V**).
- d. Completion of at least 60% expenditure in basic enabling infrastructure and at least 40% expenditure in core processing facilities / infrastructure.
- e. Statement of TRA from the Bank / Financial Institution relating to the project.
- f. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- g. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- h. **Certificate** from the concerned bank/ financial institution which has sanctioned and disbursed term loan for the project certifying that:-
  - (i). It has disbursed 75% of the total sanctioned term loan and the same being used on the approved components; and
  - (ii). Has no objection for disbursement of 40% of the grant-in-aid being released by the Ministry.
- i. Proof of 100% allotment of leasable plots / areas to food processing units.
- j. Recommendation of PMA after site visit certifying the fulfillment of conditions as per guidelines of the scheme.
- k. Any other condition which may be specified from time-to-time.

(III). Third installment of 15% of the approved grant will be released to PEA in the designated Bank account after incurring an expenditure of 90% of the bank term loan and 90% of PEA's contribution / equity on eligible project cost and submission of the following documents:

- a. Statement indicating 100% utilization of second installment of grant duly signed by the PEA and countersigned by the CA (**Annexure-XI**).

- b. CA certificate for actual expenditure on each of the components of the project duly certified by the PEA indicating utilization of 90% of term loan and 90% PEA contribution / equity.
- c. Details of unsecured loan (along with PAN numbers of lenders) or bridge loan, if any, duly certified by Chartered Accountant and countersigned by the PEA are to be given **(Annexure-V)**.
- d. Statement of TRA from the Bank / Financial Institution relating to the project.
- e. Completion of Core Infrastructure Facilities and basic enabling infrastructure.
- f. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- g. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- h. **Certificate** from the concerned bank/ financial institution which has sanctioned and disbursed term loan for the project certifying that:-
  - (i). It has disbursed 90% of the total sanctioned term loan; and
  - (ii). Has no objection for disbursement of 15% of the grant-in-aid being released by the Ministry?
- i. Proof of starting of construction work by all the food processing units.
- j. Recommendation of PMA after site visit certifying the fulfillment of conditions as per guidelines of the scheme.
- k. Any other condition which may be specified from time-to-time.

(IV). Fourth & final installment of 10% of the approved grant will be released to PEA in the designated Bank account on completion of the project and submission of following documents:

- a. Statement indicating 100% utilization of third installment of grant duly signed by the PEA and countersigned by the CA **(Annexure-XI)**.
- b. CA certificate for actual expenditure on each of the components of the project duly certified by the PEA indicating utilization of 100% of term loan and 100% PEA contribution / equity.
- c. Valid Consent to Operate from Pollution Control Board along with submission of Statutory Clearance(s) / Approval(s) for power, water connections etc.
- d. **Certificate from Chartered Engineer (Civil)** for technical civil works indicating item wise progress on approved components, cost, quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- e. **Certificate from Chartered Engineer (Mechanical)** for plant and machinery indicating item wise progress on approved components, cost,



- quantity, manufacturers/suppliers and comment on quality and status of implementation duly countersigned by the PEA.
- f. Statement of TRA from the Bank / Financial Institution relating to the project.
  - g. Proof of setting up and operationalisation of at least five food processing units with an aggregate investment of Rs. 25.00 crore in the cluster along with copies of licenses issued under Food Safety and Standards Act, 2006.
  - h. Certificate from the concerned bank/ financial institution which has sanctioned and disbursed 100% term loan for the project certifying that it has no objection for disbursement of 10% of the grant-in-aid being released by the Ministry.
  - i. Declaration of completion of the project and start of commercial operation, duly certified by the Bank.
  - j. Recommendation of PMA after site visit certifying the fulfillment of conditions as per guidelines of the scheme.
  - k. Any other condition which may be specified from time-to-time.

#### 14. Time Schedule:

14.1 The time schedule for completion and operationalisation of project will be 20 months from the date of approval for general areas and 24 months for North East States including Sikkim and difficult areas namely Himalayan States (i.e. Himachal Pradesh, Jammu & Kashmir and Uttarakhand), State notified ITDP areas & Islands, unless extended by IMAC for the reasons to be recorded.

14.2 Schedule for release of grants-in-aid:

Sl. No.	Particulars	Time Period
<b>General Areas</b>		
1.	Date of approval to release of 1 <sup>st</sup> installment	6 months
2.	1 <sup>st</sup> installment to release of 2 <sup>nd</sup> installment	4 months
3.	2 <sup>nd</sup> installment to release of 3 <sup>rd</sup> installment	4 months
4.	3 <sup>rd</sup> installment to release of 4 <sup>th</sup> installment	6 months
<b>Difficult Areas</b>		
1.	Date of approval to release of 1 <sup>st</sup> installment	6 months
2.	1 <sup>st</sup> installment to release of 2 <sup>nd</sup> installment	6 months
3.	2 <sup>nd</sup> installment to release of 3 <sup>rd</sup> installment	6 months
4.	3 <sup>rd</sup> installment to release of 4 <sup>th</sup> installment	6 months

14.3 The PEA shall make all possible efforts to complete the project as per the stipulated timelines committed to while seeking approval for the project. In case of non-adherence to stipulated timeline, except in case of force majeure or reasons beyond the control of PEA, penalty shall be imposed.

14.4 In case of non-adherence of time lines, a penalty of 1% of the quantum of installment amount due for release for that installment, will be imposed for each month's delay beyond the stipulated timeline. The maximum amount of penalty, however, shall not exceed 10% of the installment to be released to PEA. However, IMAC will have power to waive the penalty fully or partially in deserving cases.

14.5 In the event of PEA withdrawing from executing the project and the project not being completed by the PEA for any reason, the grant-in-aid amount released will be returned by the PEA along with interest (as per GFR) accrued thereon to MoFPI within 30 days of communication of the order for refund of such grant.

#### **15. Project Monitoring and Evaluation:**

15.1 The Ministry will periodically review the progress of the projects under the Scheme.

15.2 Pre and post inspection would also be undertaken by the Ministry officials, PMA and State Govt. to find out the physical, financial and operational progress as and when required.

15.2 The decision of the IMAC shall be final and binding on all concerned parties on the interpretation of the provisions of these guidelines and the matters related / incidental thereto.

#### **16. Court's Jurisdiction:**

Any dispute arising out of selection of proposals and implementation of approved project under this scheme guideline will be subject to Courts/ Tribunals having jurisdiction over Delhi.

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## Criteria for Assessment/ Evaluation of EOIs/ Proposals

Sl. No.	Criteria	Max. Score	Reference Documents to be reviewed
<b>A</b>	<b>Land</b>	<b>50</b>	
<b>A 1</b>	<b>Possession of Appropriate Land</b>	<b>25</b>	
a)	Complete title and possession of land in the name of PEA along with CLU	25	CLU and Land Ownership Documents
b)	Complete title and possession of land in the name of PEA (without CLU)	15	Land Ownership documents
c)	Allotment letter from State Govt. Agencies in the name of the PEA	10	State Govt. land allotment letter
d)	Agreement to Sale/Purchase of Land in the name of PEA	5	Copy of Agreement
e)	Land identified, but not acquired	0	
<b>A 2</b>	<b>Location of Land</b>	<b>25</b>	
a)	Proof of Water and Power Connection (5 marks each)	10	Letter/Certificate from respective Municipal body/Govt. authority
b)	Availability of Approach Road	5	Letter from local body confirming the availability of approach road
c)	Nearness to the location of the crop production cluster	10	DPR/ Cluster Analysis and Project Components / concerned State Govt. Authority letter
<b>B</b>	<b>Viability of Cluster</b>	<b>15</b>	
a)	Synchronization of Core Processing facilities with requirements of food processing units & crops in agro cluster	15	DPR/ Cluster Analysis and Project Components
b)	Synchronization of Core Processing facilities with requirements of food processing units	10	DPR/ Cluster Analysis and Project Components
c)	Synchronization of Core Processing facilities with crops in agro cluster	5	DPR/ Cluster Analysis and Project Components
d)	No synchronization	0	
<b>C</b>	<b>Details of PEA</b>	<b>25</b>	
<b>C 1</b>	<b>Net-worth of PEA</b>	<b>15</b>	Audited Balance Sheet/ CA Certificate/ Related Net-worth Documents
a)	More than 20 crore	15	
b)	Rs 15 cr - Rs 20 cr	10	
c)	Less than Rs. 15 cr	5	
<b>C 2</b>	<b>Food Processing Experience of promoter(s) having at least 10% shareholding in PEA</b>	<b>10</b>	Balance Sheet of existing operations / FSSAI license
a)	Turnover > Rs.5 crore*	10	"

b)	Turnover from Rs. 1 crore to Rs.5 crore*	5	"
c)	Turnover < Rs. 1 crore	3	"
<b>D</b>	<b>Special Strength</b>	<b>10</b>	
a)	Adoption of modern technology for reducing carbon foot print, energy efficiency, fast-tracking & optimizing operations / use of automated technology / systems	5	Supporting documents
b)	Focus on processing and preservation of perishables in core processing facilities and proposed food processing units in the cluster	5	Supporting documents / DPR / Bank Appraisal
	<b>Total</b>	<b>100</b>	

\*Annual turnover of the promoter claiming food processing experience shall be in at least two of the years out of previous three years.

**APPLICATION FORM****1. Details of the applicant:**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details</b>
i.	Name of company/firm with complete contact details / address, Tel/Fax No. , Mobile No., E-mail	
ii.	Legal status of applicant (Govt. Institution / organization / PSUs, Joint Venture, NGO, Co-operative/ Company/ partnership firm/ proprietorship, Farmer Producer Company, Self Help Group, etc.)	
iii.	Registration No. /CIN	
iv.	PAN / TIN /TAN	
v.	Aadhar Registration No.	

**2. Details of the Director(s)/ Promoter(s)/Partner(s) of PEA**

<b>Sl. No.</b>	<b>Name of Promoter(s)/Partner(s)</b>	<b>Address</b>	<b>Tel/Fax No. /Mobile No. /E-mail</b>	<b>Aadhar No.</b>	<b>PAN No.</b>	<b>Shareholding pattern</b>	<b>Net-worth</b>
Please add additional rows, if needed.							

**3. Experience of the lead Promoter(s)/Partner(s) of PEA in Food / agro produce processing**

<b>Sl. No.</b>	<b>Name of lead Promoter(s)/Partner(s)/ Applicant Entity</b>	<b>Details of Experience</b>	<b>Details of Turnover (year-wise)</b>	<b>Supporting Document attached, if any (Yes/No)</b>

**4. PROFILE OF THE PROPOSED PROJECT:****(a). Details of location of Agro processing cluster proposed to be set up**

- (i). Proposed location of land for agro cluster (Name Village/Dist./state)
- (ii). Area of Land required (In acres)

- (iii). Status of possession (Owned/ leased\*\*)
- (iv). Status of Land Use Conversion (CLU)
- (v). Proof of water and power connection
- (vi) Availability of Approach Road
  - (vii) Connectivity Details. Distance (in Kms.) from: National Highway; State Highway; Freight corridor, Golden Quadrilateral, nearest agri-horti clusters
- (viii). Coordinate Details (Longitude & Latitude)
- (vxi). Agro commodities to be sourced

**(b). Proposed Core Processing facilities in Agro processing cluster**

Sl. No.	Type of facilities proposed to be created *	No.	Total Capacity [MT, MT/Hr., where ever applicable]	Built-up Area	Estimated Investment	No. of Days of operation of each facility in a year
i.	CA Store					
ii.	Normal cold store/ warehouse					
ii.	Frozen store					
iv.	Pre-cooling Chambers					
v.	Sorting, Grading, Waxing, Weighing, Packing facility					
vi.	Ripening Chambers					
vii.	IQF					
viii.	Blast Freezing					
	Any other facilities as per the requirement of food processing units in the cluster					

\* Only indicative list.

**(c). Food processing units proposed**

Type of food processing units	No. of units	Land to be allotted	Product mix	Estimated investment (In crore)	Estimated turnover (In crore)	Estimated employees	
						Direct	In-direct

**(d). Enabling basic Infrastructure**

Type of infrastructure	Capacity /Built-up Area	Estimated Investment

**(e). Non-core Infrastructure**

Type of infrastructure	Capacity /Built-up Area	Estimated Investment

**(f). Utilities Requirement:**

Utility	Units	Requirement
Power (maximum demand)	KW	
Water- industrial	Kilo Liters / Day	
Water- potable	Kilo Liters / Day	
Gas	Cubic Meters / Day	
Telephone (including fax)	No. of lines	
Waste disposal requirement (solid)	Kg / Day	
Waste disposal requirement (effluents)	Kilo Liters / Day	

**5. PROJECT FINANCIALS AND BUSINESS PLAN:****(a). Estimated Project Cost Details**

Item	Amount (Rs. in crore)
Land	
Land development	
Basic enabling Infrastructure	
Core Processing Infrastructure	
Non-core Infrastructure	
Other pre-operative expenses	
Margin money for working capital	
Contingencies/ pre-operative expenses	
Total	

**(b). Proposed Means of Finance**

Source	Amount (Rs. in crore)
PEA's contribution / equity	
Bank loan	
Grants-in-aid from MoFPI	
Unsecured Loan/ Bridge Loan	
Total	

**(c). Basic Revenue Projections**

Item	Year 1	Year 2	Year 3	Year 4	Year 5
Days of operations of each of the core facilities					
Revenue earning from different facilities					
Turnover					
Cost of operations					
Gross profit					
Profit before taxation					

**(d). Financial Parameters** (as per Bank Appraisal Note)

S No.	Particulars	Details (Ratio/%)	Ref Page No. in DPR*
i.	Internal Rate of Return (IRR) - with grant - without grant]		
ii.	Avg. Debt Service Coverage Ratio (DSCR)		
iii.	Break Even Point (BEP)		
iv.	Debt-Equity Ratio		

**(e). Other Details:**

Proposed strategy/methodology for building supply chain to ensure supply of raw materials to the food processing units inside agro cluster, including estimated quantities	
Available raw material crop-wise in the catchment area indicating source of data	
Crop matrix for seasonal availability of raw materials indicating source of data	
Estimated turnover of the proposed food processing units covered in the project	
Any other relevant details / documents	



6. No. of farmers expected to be benefited

7. Employment Generation projections

- a. Direct Employment: .....
- b. Indirect Employment : .....

8. Details of renewable/ alternate energy sources including solar energy, if any, proposed to be used for operating the project including inter alia, details of power generation.

**Signature of the authorized representative of PEA**

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

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

**The list of the Points / Information to be covered in the EoIs / Proposals**

**1. Profiles of the applicant firm / company**

- 1.1. Names and brief profiles of the proposed promoters of PEA along with their contact details.
- 1.2. Indicate the nature and location of existing operations of the Promoters.
- 1.3. Audited balance sheets for last 3 years and current year audited balance sheet or Chartered Accountant (CA) Certificates that would establish the net worth of each of the promoters / PEA along with supporting documents as mentioned in Para-4 of this Annexure. In case of companies, CA certificates need to be certified by their statutory auditors.
- 1.4. A brief note as to why the promoters are keen to undertake the Agro Processing Cluster, their vision etc.
- 1.5. Any other relevant information that would establish the credentials and suitability of the promoters / PEA in the context of the Scheme.

**2. Profile of the Proposed Project**

- 2.1. Rationale for proposed cluster/location in terms of availability of agricultural produces and marketable surplus, with focus on perishable produces.
- 2.2. Proposed Area and availability of requisite land for establishment of Agro Processing Cluster.
- 2.3. Selection of site needs to be justified in terms of connectivity and availability of basic infrastructure including power, water, approach road etc.
- 2.4. In case of land being available with PEA, proof of possession of land in form of sale deed/lease deed (CLU if applicable).
- 2.5. Details of the proposed core processing facilities and rationale for their selection in terms of availability of raw materials/market and type of food processing units being targeted.
- 2.6. Details of proposed enabling basic infrastructure including requirements of basic utilities like power, water, effluent treatment along with rationale in terms of overall business plan
- 2.7. Details of proposed non-core infrastructure and their justification
- 2.8. Above details for various project components should include area required, estimated capacities and costs for various facilities
- 2.9. Proposed strategy/methodology for building supply chain to ensure supply of raw materials to the food processing units inside agro cluster, including estimated quantities
- 2.10 Estimated turnover of the proposed food processing industry units covered in the project, after successful execution of the project
- 2.11 Estimated direct and indirect employment generation out of implementation of the project, and other impact on the industry and farm produce in the project area such as no. of farmers would be benefited, quantum of agri-horti produce to be handled and also processed per year in the cluster including in the food processing units proposed to be set up in the cluster etc.
- 2.12. Any other related information.

### **3. Project Financials and Business Plan**

- 3.1 Summary of estimated cost of each of the eligible components of the project for funding by Government as outlined in the Scheme
- 3.2 Proposed means of finance to fund the project: equity, debt etc
- 3.3 The amount of grant support needed for the project, as per the Scheme
- 3.4 Tie-ups with Financial Institutions/Banks, if any, for funding of the Project
- 3.5 Proposed Business Plan –Estimated revenue sources and assumptions, Estimated operating costs and assumptions, Projected profit and loss statements, balance sheets and cash flows based on these assumptions
- 3.6 Key financial indicators such as IRR, DSCR based on above financial assumptions

### **4. Documents in support of network:**

The net worth will be calculated as follows: -

#### **(I). In respect of Pvt. Ltd./ Public Ltd. Companies:**

(a). The net worth will be ascertained based on the paid-up share capital of the company and reserves created out of profits.

(b). Revaluation reserves only in respect of land & building may be considered for ascertaining the net worth, which will be based on circle rates duly supported by circle rate notification and land ownership documents. Such revaluation reserves shall also be reflected in forward going balance sheet of the company.

(c). Share application money would be considered towards calculation of net worth provided the same has been converted into Paid up Capital within stipulated time as per Companies Act but, in any case, it should be converted into paid up capital before submission of the proposal to the Ministry.

(d). A latest provisional balance sheet duly certified by the Statutory Auditor of the Company needs to be submitted for ascertaining the net worth.

(e). In case of Pvt. Ltd./ Public Ltd. Companies where a significant portion of its net worth stands invested in equity shares of unlisted companies or is shown as loans & advances to various parties with nil or negligible income/revenue, then following additional documents would be required to be submitted by the applicant to ascertain the net worth:-

- i. Details of Investments made in unlisted companies by the applicant company.
- ii. Audited Financial Statements (AFS) for the previous year or latest provisional Balance Sheet of the companies wherein the investment has been made.
- iii. Details of loans & advances along with reasons/justification for the same.

- iv. In case it is observed that the equity contribution made by the promoter company has been utilised by the investee company in creating tangible assets/ Capital work in progress in projects which are under execution then such investments in shares would be considered at face value.
- v. However, in case it is observed that the investment by the promoter company is further being reinvested by the investee company in equity shares of unlisted companies or given away as long term/short term advance to individuals/related party/other companies and the investor company has nil/negligible income/ revenue, then no additional clarification shall be asked for and the net worth of such promoter company shall be considered after deducting such investments/loans & advances

(f). In case of newly formed companies (Limited / Pvt. Ltd.), Net-worth of individual promoter(s)/director(s)/ shareholders(s) will be considered to assess the combined net-worth of PEA.

### **(II). In respect of Proprietorship/ Partnership firms / NGOs / Cooperatives/ SHGs / LLPs etc.**

The net worth of all entities other than companies will be ascertained on the basis of latest balance sheet of individual proprietor/partner(s) i.e. assets minus all liabilities, duly certified by the Chartered Accountant (CA). Assets include cash, current value of investments, land and building (supported by valuation report at circle rate, circle rate notification and land ownership documents), Bonds, cash value of life insurance, current total balance of savings, current or fixed deposit accounts. The following methodology shall be adopted for determining the net worth:

- a. Net-worth would be sum of the net-worth of the Individual partners and the partnership firm (avoiding duplication of the investment in the partner's capital account of the firm) & the investments of each individual partner towards the partnership firm.
- b. If the applicant is ongoing partnership/proprietorship firm and the applicant has submitted audited balance sheet of such partnership/proprietorship firm, net worth based on the audited balance sheet will be taken into consideration. However, if the net worth as per balance sheet is insufficient then the CA certified statement of Assets and Liabilities of the individual Partners/Proprietors will be taken into consideration provided assets are supported by relevant documents as per the guidelines.
- c. However, since in a partnership/proprietorship firm, liability of partners/proprietors is unlimited, therefore the applicant should submit CA certified "Nil Liability Statement" or Statement of "Assets and Liabilities" of the individual partners/proprietors and the net liabilities based on these statements will be deducted while ascertaining the net worth.

**(III). The aforesaid net worth components need to be supported by relevant documents**

**(IV). Shares of unlisted companies will be considered at face value for net worth and shares of listed companies will be considered based on the average market price of the share for a period of 6 months prior to date of submission of proposal.**

**(V). Assets such as car, jewellery, antiques, gold etc. would not be considered for net worth.**

**(VI). Loans and advances given to group companies/related concerns/individuals will also not be considered towards computation of net worth.**

(VII). In the case of proposed shareholders, if there is cross holding of the net-worth amongst the Members (e.g. both a company as well as the shareholders that company are the proposed shareholders), the net-worth of the company would be considered in full, however, net-worth of the individual would be considered only to the tune after discounting its shareholding in the company which is a proposed shareholder.

(VIII). The applicant(s) will have to give a self-certification regarding the details of the encumbrance of the property submitted by them towards the net worth.

**UNDERTAKING**

I ..... (Name of the Lead Promoter/ Director/ Partner/ Proprietor etc.) son of Mr..... (father's name) resident of ..... (residential address) do hereby solemnly affirm and declare/undertake as under:

1. That I am promoter/ director/ partner/ proprietor of M/s..... (name of applicant) having its Registration no. ....and Registered Office at ..... (office address of applicant).
2. I hereby make application and I am duly authorized in my own right/by management vide its resolution no. ....dated.....to apply and sign all required documents including this undertaking on behalf of company/partnership firm/cooperative society etc. named as .....; and am fully aware of the facts relating to the setting up of Agro-processing Clusters project at Survey/ Plot No....., Village....., Tehsil....., District....., State....., PIN code ..... (location of the main facility) for.....(activities to be undertaken by project) and application is being made to the Ministry of Food Processing Industries (MoFPI) under the Central Sector Scheme for Agro-processing Clusters.
3. That the term and conditions of the above scheme of the MoFPI under which an application is made by the applicant have been properly read and understood by me and I affirm that the project/ proposal comply with all the terms and conditions of the approval letter and provisions enshrined in the scheme guidelines.
4. That the proposed activities to be undertaken by the project/proposal are covered under the above scheme of MoFPI and no part of the scheme/infrastructure of the project is designed or assigned to be used for any activity other than the activities specified in the application at present or in the near future.
5. It is certified that ..... (name of applicant) has obtained / not obtained or applied for grants for the same component / activity of the project from any other Ministry or Department of the Government of India or State Government or their agencies. If obtained / applied for, the details thereof.
6. It is certified that applicant's sister concern (s)/ related company / group company/firms as well as the applicant itself has availed / not availed any financial assistance for a food processing project in the past from MFPI [if availed, the details shall be furnished separately].
7. I also solemnly affirm/undertake that the proposed project components in the application are a completely new activity and not a pre-existing activity or any component thereof.
8. In case of concealment of any facts in this regard, the Ministry would have right to reject/ cancel my application/project out right at any stage.
9. I will meet any shortfall in means of finance due to less admissibility of grant or any future reduction in grant-in-aid or any escalation caused in the cost of the project.

10. I shall not dispose-off or encumber or utilize the assets created wholly or substantially out of government grant for purpose other than those for which they have been sanctioned, without obtaining the prior approval of the sanctioning authority of grant-in- aid.
11. In case of non-implementation/ delayed implementation of the project the Ministry will have absolute right in cancelling the approval granted and also recall the grant released, if any, along with interest as per the scheme guidelines.
12. In case of failure to operate the project for at least three years after commencement of commercial operation, I shall return the entire grant-in-aid with interest @ 10% per annum.
13. User charges/hiring rates of the facilities created under the project will be disseminated to the public including uploading of the same on the website of the project/ organization. A copy of the same will also be made available to the Ministry.
14. I also undertake that all the information furnished in the application and the DPR with respect to the eligibility conditions, etc. are true and correct to the best of my knowledge and belief and nothing material has been concealed therefrom.

**Date:** \_\_\_\_\_  
**Place:** \_\_\_\_\_

**Signature of the PEA / Lead Promoter**

**CA Certificate Format  
(Letter Head of the CA)**

**CA certificate (With membership No. and firm registration No. of CA) in the following format:-**

**i. Project Cost: (Rs. in lakh)**

<b>Sl. No.</b>	<b>Name of the Component/Item</b>	<b>Cost approved by the Ministry</b>	<b>Actual expenditure incurred as on -----</b>
1.	Land/development charges		
2.	Civil works  7. Technical civil works 8. Other civil works		
3.	Plant & Machinery		
4.	Misc. Fixed Assets		
5.	Others		
	<b>TOTAL</b>		

**ii. Means of Finance: (Rs. in lakh)**

<b>Sl. No.</b>	<b>Item</b>	<b>Means of finance approved by the Ministry</b>	<b>Actual expenditure incurred as on -----</b>
1	PEA's Equity		
2	Term Loan		
3	Grant from MoFPI		
4	Unsecured loan*		
5	Others		

\*Details of unsecured loans along with PAN No. of lenders, if any, duly certified by CA.

**Signature and Seal of C.A (Statutory Auditor in case of company)**

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

(The certification by CA should be based on the verification of books of accounts, bills, invoices, work orders, bank statements, etc. related to the project.)

Counter signature of promoter/ authorized signatory of PEA with Seal



**Annexure to CA certificate certifying details of payments made for Plant & Machinery and Technical Civil Work**

Sl. No .	Name of Party	Components	Voucher/Bill no.	Date of Voucher/Bill	Basic Cost (only for P&M)	Taxes, freight, installations, insurance costs (for P&M)	Total Cost	Date of Payment as per bank statement	Mode of Payment

**CE Certificate (Civil) Format for Technical Civil Work  
(Letter Head of the CE)**

**CE certificate (With membership/registration No. of CE) in the following format:**

**Name of Project:**

**Location with address:**

**Date of site Visit by Chartered Engineer:**

**Project Progress: (If project has multiple locations, the location wise details should be submitted in below format for each location)**

<b>Sl . N o.</b>	<b>Name of Co mpon ent</b>	<b>Propos ed/ appr aised Ar ea (sqm )</b>	<b>Propos ed/ appr aised C ost (Lak h Rs)</b>	<b>Actu al Ar ea(s qm)</b>	<b>Act ual Cos t(La kh Rs)</b>	<b>Rate/ Unit( Rs/S qm)</b>	<b>Remarks about the status of i mplement ation</b>	<b>Comments on quality, constr uction standar ds, market rate s</b>
	<b>Total</b>							

**It is certified that the material/ components used in the Technical Civil Work are new.**

**Signature and Seal of C.E.**

**Counter signature of promoter/ authorized signatory of PEA with Seal**

**CE Certificate (Mechanical) Format for Plant & Machinery  
(Letter Head of the CE)**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Name of project:**

**Location with address:**

**Date of Visit by Chartered Engineer:**

**Project Progress (If project has multiple locations, the location wise details should be submitted in below format for each location)**

Sl. No.	Name of Component	Proposed/ appraised Quantity	Proposed/ appraised Cost (Lakh Rs)	Actual Quantity	Actual Cost (Lakh Rs)		Supplier/ Manufacturer	Status of implementation	Comments on quality, specifications, etc.
					Basic Cost	Taxes, Freight, installation, insurance			
	Component - 1							Such as:  <ul style="list-style-type: none"> <li>• Ordered</li> <li>• Received at site</li> <li>• Installation in progress</li> <li>• Installed</li> <li>• Commissioned</li> </ul>	
	Component - 2								
	Component - 3								
	<b>TOTAL</b>								

**It is certified that all the plant and machinery for which grant has been approved are new.**

**Signature and Seal of C.E.**

Counter signature of promoter/ authorized signatory of PEA with Seal

**(Letter Head of the Bank)**

**Certificate**

1. Certified that this bank has appraised the project of M/s.....(Name and Address of the project) for grant as per scheme guidelines of the Ministry of Food Processing Industries and also sanctioned term Loan of Rs. ....lakh.
2. It is further certified that we have released Rs. ....lakh (---% of sanctioned term loan) and Rs.....lakh (1<sup>st</sup>/ 2<sup>nd</sup> Installment of grant-in-aid) to M/s ..... (Name and Address of the project).
3. We have no objection in releasing 1<sup>st</sup>/ 2<sup>nd</sup> (delete whichever not applicable) installment of grant.

Signature with seal  
(Name of authorised signatory)  
(Branch Name)

Counter Signature of promoter/ Authorized  
Signatory of PEA with seal

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s \_\_\_\_\_, a \_\_\_\_\_ (Type of organization) incorporated / registered under the \_\_\_\_\_ (Name of the Act) and having its registered office at \_\_\_\_\_ (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand \_\_\_\_\_

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries' Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_ (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ Only) for the purpose of \_\_\_\_\_, (description of the project) at \_\_\_\_\_, out of which the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms and conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aid and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon, if a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @ 10% per annum shall be charged up to the date of its refund to the Government, unless it is agreed to be carried over.

The obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive/ have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created/ acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligors.

AND These Presents Also Witness that the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligors and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_ Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy of whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

Signature of AUTHORIZED SIGNATORY  
SIGNED FOR AND ON BEHALF OF  
(Name of the obliger in block letters)  
(seal/ stamp) of Organization)

1. Signature of witness  
Name & Address

2. Signature of witness  
Name & Address

**TO BE FILLED UP BY**  
**THE MINISTRY OF FOOD PROCESSING INDUSTRIES (ACCEPTED)**

For and on behalf of the President of India

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Notary Seal & Signature

Dated: \_\_\_\_\_

**Mandate Form****ELECTRONIC CLEARING SERVICE (CREDIT CLEARING) /REAL TIME GROSS  
SETTLEMENT (RTGS) FACILITY FOR RECEIVING PAYMENTS****DETAILS OF ACCOUNT HOLDER:**

NAME OF ACCOUNT HOLDER	
COMPLETE CONTACT ADDRESS	
TELEPHONE NUMBER/FAX/EMAIL	

**BANK ACCOUNT DETAILS:-**

BANK NAME	
BRANCH NAME WITH COMPLETE ADDRESS	
TELEPHONE NUMBER AND EMAIL	
BRANCH'S IFSC CODE	
TYPE OF BANK ACCOUNT (SB/CURRENT/CASH CREDIT)	
COMPLETE BANK ACCOUNT NUMBER (LATEST)	
MICR CODE OF BANK	

**DATE OF EFFECT:-**

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information I would not hold the Ministry of Food Processing Industries responsible.

**Date****Signature of Customer**

Certified that the particulars furnished above are correct as per our records.

**(Signature and Seal of Bank / Financial Institution)**

**(Note: Please attach a self-attested photocopy of cheque along with the verification obtained from the bank)**

**Statement indicating expenditure / utilization of the grant-in-aid released**

Certified that Rs. \_\_\_\_\_ of grant-in-aid sanctioned by the Ministry of Food Processing Industries towards first / second installment of grant-in-aid in favour of \_\_\_\_\_ has been utilized for the purpose for which it was sanctioned.

Signature of Authorized Signatory of PEA with Seal

Date\_\_\_\_\_

Countersigned of Chartered Accountants with CA registration number



**Net-worth Certificate**

This is to certify that networth of Mr./Mrs./Ms. -----  
-----

S/D/W/o Mr./Mrs. -----resident of---  
-----

having PAN #-----and Aadhar #-----and having date of birth--  
-----

is Rs. \_\_\_\_\_ lakh (Rupees-----  
-----

lakh only) as on \_\_\_\_\_ as per the computation given hereunder:

Computation of Net Worth as on \_\_\_\_\_

Rs. lakh

Sl. No.	Particulars	List	Sub-total	Grand Total
<b>I</b>	<b>Assets</b>			
A	Fixed Assets (landed properties, other than agricultural land)	A		
B	Other Assets			
a	Value (approx.) of Investments in shares and securities of various outside companies and Family Owned Companies / Business Establishments	B		
b	Investment in Mutual Funds	C		
c	Savings / Investments (Bank / Post Office deposits, Insurance policies, National Pension Scheme, PPF, etc.) (Paid up premium value for insurance policies)	D		
d	Personal Jewelleries (at cost)	E		
e	Personal Vehicles (at cost)	F		
f	Other Assets (specify)			
<b>I</b>	<b>Total Assets (A + B)</b>			

Rs. lakh

Sl. No.	Particulars	List	Sub-total	Grand Total
<b>II</b>	<b>Liabilities</b>			
A	Borrowings from Bank	G		
B	Borrowings from other sources Unsecured loan			
C	Other liabilities (specify)			
<b>II</b>	<b>Total Liabilities</b>			
<b>III</b>	<b>Networth ( I - II )</b>			

#### IV Guarantees (personal) issued

Sl. No.	Guarantee Deed executed with/issued to	Guarantee issued in favour of	Purpose of loan	Amount of loan (Rs. 'lakh)	Date of execution I issue of Guarantee
	<b>Total</b>				

#### V. Adjusted Tangible Networth [ I - (II + IV) ] (Rs. 'lakh):

It is further certified that computation of Networth based on my scrutiny of records and documents is true and correct to the best of my knowledge and belief and as per the information provided to my satisfaction.

All the Lists referred above form an integral part of this certificate.

For Chartered Accountants

Seal

Place:

Date:

Proprietor I  
Partner  
Membership  
No.

### Details of Assets and Liabilities

#### List A (Landed properties / other than agricultural lands)

Sl. No.	Nature of property  (commercial plot / commercial building / residential plot / non-agricultural land / apartment / independent house, etc.)	Area (acre, sq. m.)	Location and Address	Value as per Govt. Circle Rate declared within period of 30 days prior to signing of this certificate  Rs. lakh	Liability, if any, on this property

#### List B (Investments in shares and securities of various outside companies and Family Owned Companies / Firms, etc.)

Sl. No.	Company / Firm	No. of shares / bond held	% shareholding if it is > 10%	Present Value (as on date of signing of this document)
	Listed Companies			
	Unlisted Companies			
	Family Owned Business / Firm			

- Value of shares of unlisted companies to be reckoned at cost
- Value of shares of listed companies to be reckoned at market value as on date of signing of this document

**List C (Investments in Mutual Funds)**

Sl. No.	Name of the Asset Management Company of the Mutual Fund / Firm	Name of the Fund / Scheme	No. of units / shares / bonds held	Present market value of unit / share / bond (as on date of signing of this documents)

**List D (Savings / Investments such as Bank Post Office deposits, Insurance policies, National Pension Scheme, PPF, etc.)**

Sl. No.	Nature of Savings / Investments	Present Value (as on date of signing of this document)

**List E Personal Jewelleries (at cost)**

Gold Ornaments Gold Bullion Silver Diamond, etc.	Net Weight	Valued at cost

**List F Personal Vehicles (at cost)**

Type, Brand, Make of Vehicle	Date of Purchase	Valued at cost

**List G Borrowings from Banks**

Bank, Branch, IFS Code	Purpose (Education, housing, vehicle, business, etc.)	Loan amount sanctioned	Loan repayment period	Outstanding Balance as on date of signing of this document

## State-wise ceiling limit out of 100 Agro Processing Clusters (APC)

Sl. No.	State	No. slots allotted as per scheme guidelines dated 07.07.2017	Revised No. slots Allotted (IMAC dated 05.03.2019)
1	Andhra Pradesh	5	5
2	Arunachal Pradesh	1	1
3	Assam	2	2
4	Bihar	5	5
5	Chhattisgarh	2	2
6	Goa	1	1
7	Gujarat	5	5
8	Haryana	4	5
9	Himachal Pradesh	1	1
10	Jammu & Kashmir	1	1
11	Jharkhand	2	2
12	Karnataka	5	5
13	Kerala	2	2
14	Madhya Pradesh	6	6
15	Maharashtra	6	8
16	Manipur	1	1
17	Meghalaya	1	1
18	Mizoram	1	1
19	Nagaland	1	1
20	Orissa	3	3
21	Punjab	5	5
22	Rajasthan	5	5
23	Sikkim	1	1
24	Tamil Nadu	5	5
25	Telangana	2	2
26	Tripura	1	1
27	Uttar Pradesh	12	12
28	Uttarakhand	1	1
29	West Bengal	6	6
30	A & N Islands	1	4
31	Chandigarh	1	
32	D & N Haveli	1	
33	Delhi	1	
34	Daman & Diu	1	
35	Lakshadweep	1	
36	Pondicherry	1	
	<b>Total</b>	<b>100</b>	<b>100</b>

**Revised Guidelines**  
**For**  
**The Scheme of**  
**Setting –up/Up-gradation of Food Testing**  
**Laboratories**  
**with effect from 27.05.2019**

**Government of India**  
**Ministry of Food Processing Industries**  
**Panchsheel Bhawan, August Kranti Marg**  
**New Delhi -110 049**





**Revised Guidelines for Grant-in-Aid for Setting-up/Up-gradation of Food Testing Laboratories w.e.f. 27.05.2019.**

**(1) Objectives:**

Setting up / up-gradation of Food Testing Laboratories would benefit all stakeholders in ensuring safety and quality of food products. The objectives are:

- To analyze the samples received from food processing industry and other stakeholders.
- To reduce the time taken for analysis of samples by reducing transportation time of samples.
- To ensure compliance of domestic/international standards on food.
- To establish a surveillance system for monitoring the quality and composition of food.

**(2) Pattern of Assistance:**

- i. Central/State Government and its organizations /universities (including Govt. owned deemed universities) are eligible for grant-in-aid of entire cost of laboratory equipment and 25% of the cost of technical civil work to house the equipment and furniture and fixtures associated with the equipment for general areas and 33% for difficult areas. In addition, they are also eligible for 80% of the monthly emoluments of two technical staff for two years from the date of completion of the laboratory i.e. on procurement and installation of all the equipment and completion of civil work of Food Testing Laboratory, provided this does not exceed the emoluments prescribed for Junior Research Fellow (JRF) under ICAR.
- ii. Note: In case of any dispute regarding issues related to service/emoluments of the staff to be employed, MoFPI will not be a party and this will be purely between the respective lab and the employed staff.
- iii. All other implementing agencies/private sector organizations/ universities including deemed universities will be eligible for grant-in-aid of 50% of cost of laboratory equipment and 25% of the cost of technical civil work to house the Equipment and furniture and fixtures associated with the equipment for general areas and 70% of cost of lab equipment and 33% of technical civil work and furniture and fixtures for difficult areas.
- iv. When the Ministry establishes / sponsors such food testing laboratories, there would be no ceiling to financial assistance and the amount to be approved will be decided on case to case basis with the approval of Competent Authority.



- v. *The SC or ST promoter(s), as the case may be, holding majority stake in the implementation agency / applicant organisation / firm, will be treated as SC / ST proposals and will be treated at par with the difficult areas for the purpose of extending benefits under the scheme including the project period. For any change in the constitution / composition of such implementation agency / applicant organisation / firm, prior permission of Ministry shall be required.*
- vi. The food testing facilities so created will be accessible to public and will be made available to the food processing units for testing their products.
- vii. *The maximum admissible quantum of assistance under this Scheme would, however, be 70% of the cost of equipment and 33% of cost of Technical Civil Work and Furniture & Fixtures for all other Implementing Agencies (other than Government Organisations) in Difficult Areas.*
- viii. Difficult areas include J&K, Himachal Pradesh, Uttarakhand, Sikkim, North-Eastern States, Andaman & Nicobar Islands, Lakshadweep and Integrated Tribal Development Project (ITDP) areas.

*Note: In case of the proposal for up gradation of any food testing lab either established with own funds or any other assistance, shall only be considered after 7 years of their establishment/availing grant from the Ministry."*

### **(3) Documents Required:**

- (i) Application in the prescribed format as given in **Annexure-I** (Format available on website: <http://mofpi.nic.in>).
- (ii) Detailed Project Report clearly indicating the total project cost (with item-wise and cost - wise break-up), Means of Finance to meet the project cost, recurring expenditure, information on availability of land and building, qualified manpower available and proposed to be hired, implementation schedule, list of lab equipment available and proposed (their cost, purpose/parameters being tested/to be tested), Technical Civil Work (TCW) and the Furniture& Fixtures required etc.
- (iii) Sanction letter of term loan from bank / financial institution, if any.
- (iv) Certificate of incorporation/registration of the organization, Memorandum and Articles of Association and bye laws of the society (if applicable)/ partnership deed (notarized) etc.
- (v) Bio-data/background of the office bearers and promoters of the organization including details such as PAN/ Voter card / Aadhar card etc.
- (vi) Annual reports and Audited Statement of Accounts of last two years, in case of up gradation proposals with Service Tax Registration Number.
- (vii) Blue Print of the laboratory building Plan.



- (viii) For private organizations/universities, notarized copy of land document of owned land / building or rent / lease agreement with a validity period of minimum of 15 years, preferably with an extension clause (notarized English version, in case document is in regional language). For Government organizations/Universities, certificate regarding availability of land is required.
- (ix) Item wise and cost wise details of Technical Civil Work (TCW) proposed, duly certified by Chartered Engineer (Civil).
- (x) Item wise and cost wise details of lab equipment proposed duly supported by quotations and duly certified by Chartered Engineer (Mechanical). Each proposal with list of the commodities and equipment is to be given with parameters to be tested with equipment. In case of up-gradation of lab, list of existing lab equipment with complete details are also required to be furnished.
- (xi) *A self-attested confirmation as per the following format (Annexure-II):*
- “That the organization has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Govt./Government organization/agencies and State Govt. for the same purpose/activity /same component.”
- (xii) *A confirmation in the letter head of the organization/ Institute stating that the grant will be utilized for the purpose for which it is sanctioned (Annexure-III).*
- (xiii) Surety Bond (duly notarized) on non-judicial stamp paper of Rs.100/- by the applicants of private sector organizations, implementing agencies other than central/state government organizations/ universities. **(Annexure-IV).**
- (xiv) If the applicant is a Govt. organization / University / Public Sector institution and applies for assistance for 80% of cost of emoluments of two technical staff under the project, an undertaking on official letter head duly issued by the Head of the Department confirming that 20% of the monthly emolument of the technical staff to be employed under the project will be met by the applicant organization from its own resources.
- (xv) *Certificate of SC/ST from the concerned Government Authority, if applicable.*





**(4) The Applicant Organization has also to confirm the following:**

- (i) If the applicant is a Govt. organization / University / Public sector institution, the organization's share of expenditure is borne from their self-generated funds and not from other grants received from Govt. departments/bodies.
- (ii) The facility created out of financial assistance from MoFPI will be availed of by the food processing units for getting their products tested. The organization shall create awareness through wide publicity of such facility among the food processing units in and around the area.
- (iii) The gap in the means of finance between grant amount sought and approved by MoFPI shall be borne by the organization.
- (iv) The organization has adequate funds/ source of funds to meet recurring expenditure and maintain/upgrade testing facilities.
- (v) The organization has availability of qualified manpower available vis-à-vis the facility created or would recruit such manpower.
- (vi) *The organization would implement the schedule of the proposed laboratory within a period of 18 months in General areas and 24 months in difficult areas from the date of issue of approval letter.*
- (vii) *The documents for claiming the 1<sup>st</sup> installment of Grant-in-Aid will be submitted within a time period of 8 months in General areas and 10 months in difficult areas after issue of approval letter, failing which, the approval granted will automatically stand cancelled.*
- (viii) *The documents for claiming the 2<sup>nd</sup> installment of Grant-in-Aid will be submitted within a time period of 14 months in General areas and 18 months in difficult areas after issue of approval letter.*
- (ix) The time period by which NABL accreditation would be obtained for the parameters to be tested after setting up/up-gradation of lab with MFPI assistance. For proposals pertaining to up-gradation of an existing laboratory, it has to be confirmed that NABL accreditation has been obtained for existing parameters being tested.
- (x) *The confirmation that the laboratory will strive to obtain Food Safety and Standards Authority (FSSAI) recognition / notification for carrying out the analysis of food samples under Section 45 of FSS Act, 2006.*





**(5) Procedure for Approval and release of grant:**

- (a) Proposals for financial assistance for setting up / up-gradation of Food Testing Laboratories will be received by **Director / Deputy Secretary, Ministry of Food Processing Industries, Panchsheel Bhavan, August Kranti Marg, New Delhi – 49.**
- (b) All proposals received for financial assistance will be placed before Techno Scrutiny Committee (TSC) constituted by **MoFPI** for examining such proposals from technical angle. Applicant organizations will make presentations before the TSC. The organizations will have to furnish information / documents as sought by the TSC.
- (c) Thereafter, the proposals recommended by TSC and complete in all respects will be placed before Project Approval Committee (PAC) constituted by **MoFPI** for consideration and approval.
- (d) ***Subject to meeting the basic eligibility criteria, SC/ST beneficiaries will be given preference in sanction of the projects under the scheme to the extent of earmarked fund allocation for each category".(refer para 2(v)).***
- (e) The following schedule will be adopted for release of grant assistance for Central/State Government and its organizations /universities (including Govt. owned deemed universities):-
- (i) 1<sup>st</sup> installment of 40% of the total grant will be released after receiving requisite documents / confirmations prescribed in para 3 and 4 above. ***The organization shall submit the documents along with the request for 1<sup>st</sup> Installment within 8 months in General areas and 10 months in difficult areas from the date of issue of the approval letter.***
- (ii) 2<sup>nd</sup> installment of 40% of the total grant will be released only after ensuring full utilization of 1<sup>st</sup> installment of grant towards purchase of lab equipment, expenditure on Technical Civil Work (TCW) and fixing of Furniture & Fixtures for housing the equipment, as the case may be. ***The organization shall submit the documents along with the request for 2<sup>nd</sup> Installment within 14 months in General areas and 18 months in difficult areas from the date of issue of the approval letter.***
- (iii) 3<sup>rd</sup> installment of 20% of the total grant will be released only after ensuring full utilization of 2<sup>nd</sup> installment of grant towards purchase of lab equipment, completion of Technical Civil Works (TCW) and fixing of Furniture & Fixtures for housing the equipment, as the case may be.
- (iv) The emoluments at the rate of 80 percent for the two technical staff for 2 years will be released as 4<sup>th</sup> and final installment after all the PAC approved equipment has been purchased, installed and the organisation has submitted the utilization certificate for 3<sup>rd</sup> installment along with the status of NABL accreditation.

(Note: 2<sup>nd</sup> and 3<sup>rd</sup> installment would be released on submission of utilization certificate (**Annexure -V**) and certificate from Competent Authority relating to the expenditure incurred at each stage along with detailed statement of expenditure as per format at **Annexure-VII, along with copies of invoices, receipts, delivery challans**



etc.)

(f) The following schedule will be adopted for release of grant assistance for all other implementing agencies/private sector organizations/ universities including deemed universities:-

- (i) 1<sup>st</sup> installment of 40% of the total grant will be released after ensuring that 40% of the promoter's contribution and 40% of the term loan has been spent on the project. ***The promoter shall submit the documents along with the request for 1<sup>st</sup> Installment within 8 months in General areas and 10 months in difficult areas from the date of issue of the approval letter.***
- (ii) 2<sup>nd</sup> installment of another 40% of the total grant will be released after ensuring utilization of first installment of grant and that 80% of promoter's contribution and 80% of term loan have been spent on the project. Utilization certificate (**Annexure-V**) of the first installment shall be submitted by the promoter at the time of making claim for the second installment. ***The promoter shall submit the documents along with the request for 2<sup>nd</sup> Installment within 14 months in General areas and 18 months in difficult areas from the date of issue of the approval letter.***
- (iii) 3<sup>rd</sup> and final installment of remaining 20% of the grant will be released after ensuring that the second installment has been utilized fully and 100% of promoter's contribution and 100% of term loan has been spent in the project. It will be ensured that all the equipment that are approved by PAC have been procured, the project has achieved completion and commercial operation has started. Utilization Certificate (**Annexure-V**) of the second installment alongwith the status of NABL Accreditation shall be submitted by the promoter at the time of making claim for the 3<sup>rd</sup> and final installment.

(Note: 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> installment would be released on submission of certificates from Chartered Accountant relating to the expenditure incurred at each stage along with detailed statement of expenditure as per format at **Annexure-VII**, along with copies of invoices, receipts, delivery challans etc.)

(g) ***The implementation schedule for the project would be 18 months in General areas and 24 months in difficult areas as detailed below from the date of issue of approval letter, unless extended by Project Approval Committee (PAC) for reasons to be recorded:***

Sl.No	Particulars	Time Period <i>General/Difficult areas</i>
1	Date of issue of approval letter to 1 <sup>st</sup> installment	<b><i>8 /10 months</i></b>
2	1 <sup>st</sup> installment to release of 2 <sup>nd</sup> installment	<b><i>6 / 8 months</i></b>
3	2 <sup>nd</sup> installment to release of 3 <sup>rd</sup> installment	<b><i>4 /6 months</i></b>
	<b>Total</b>	<b><i>18 /24 months</i></b>

***The applicant organisation / promoter(s) shall make all possible efforts to complete the project as per the stipulated timelines. In case of non-adherence to stipulated timelines, except in case of force de majeure or reasons beyond the***



***control of applicant organisation / promoter(s), the PAC may consider imposing appropriate penalty in terms of reducing the grant, on case to case basis.***

- (h) The laboratory assisted under the scheme will submit the information in the prescribed format regarding procurement and installation of all the equipment and completion of civil work of Food Testing Laboratory [**Annexure-VI(a)(b)(c)**]. This must be submitted along with the claim for release of 3<sup>rd</sup> installment (in case of private organization) and claim for emoluments of technical personnel (in case of government organization).
- (i) ***Inspection to verify the progress before release of the final installment of grant may be carried out. Format for inspection report is at Annexure-VIII.***
- (j) Invariably, all the documents to be submitted at each step shall be countersigned by the applicant.

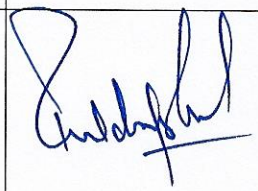
Note: The organization submitting the application as per above guidelines may ensure that the details/ documents are as per checklist (**Annexure-IX**).

\*\*\*\*\*





## Application Form for Setting up/ up-gradation of Food Testing Laboratory

S. No	Particulars	Details
1.	<i>Name and Address of promoter(s) including Telephone, Fax, email and contact details</i>	
2.	Name and Address of Laboratory including Telephone, fax, email with contact details etc.	
3.	<i>Whether the promoter of Applicant Organization belongs to SC / ST category (if yes, Certificate of SC/ST from the concerned Government Authority, to be submitted). (Refer para 2(v) and 5(d)).</i>	
4.	Type of Organization like Government, Private, Industry Association, Public sector, Co-operative etc.	
5.	Background of the organization	
6.	Objectives of the Laboratory	
7.	<i>The total capacity of the laboratory in terms of number of samples to be handled by utilizing the proposed equipment</i>	
8.	In case of up-gradation of existing lab, details of lab equipment available and their utilization with products and parameters being tested.	
9.	In case of up-gradation of existing lab performance of the last three years indicating type of food products tested, parameters, with number of samples tested, revenue earned and any other relevant information.	
10.	Justification for the proposed equipment with reference to products and parameters to be tested as per <b>Appendix-A</b>	
11.	Number of Food Processing Industries situated in the region/ nearby area and other potential users who may avail testing facilities. Attach list of giving names & address of units along with their products.	
12.	<b>Total Project cost :</b> <b>a. Land- not eligible for grant</b> <b>b. Building</b> (i) Technical civil work which includes only the constructed area required for housing the lab equipment, storage of samples/ chemicals/ consumables.  (ii) Non-technical civil work such as office area, library, roads, boundary wall, canteen, guest house etc.  <b>c. Laboratory Equipment</b>	



S. No	Particulars	Details
	Indigenous Imported  <b>d. Recurring Expenditure</b> (i) Consumables (ii) Salaries & Wages (iii) Any other expenses  <b>e. Furniture &amp; Fixtures</b> <b>f. Any other items</b>  <b>Total</b>	
13.	<b>Means of Finance</b> (a) Promoters Contribution (b) Grant from MFPI (c) Term Loan from bank (d) Any other Source (please Specify)  <i>*Unsecured loans will not be considered</i> <b>Total</b>	
14.	Details of Equipment proposed to be installed in the laboratory indicating specifications, make, quantity, cost (Please furnish technical literature and quotations for each proposed equipment)	
15.	Total no. of manpower available and to be employed (with their qualifications and experience)	
16.	Implementation Schedule- Bar chart/ Mile Stone Chart	
17.	Recurring expenditure & how this will be met. Cash flow for the next five years	
18.	Details of NABL accreditation for existing parameters being tested (In case of up- gradation). In case of setting up of laboratory, time frame by which the NABL accreditation will be obtained may be furnished.	
19.	Any other relevant details	

 Encl.: List of documents attached

Signature

Name and Designation  
Seal of the Organization

**Undertaking**

***(Rule 230(1) of GFR 2017)***

(As undertaking on Official Letter Head)

I .....Son of ..., aged ..... years, working as .....of .....hereby affirm and declare as under-:

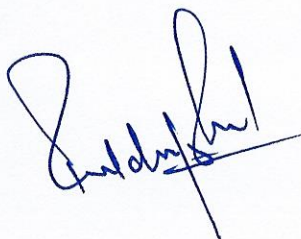
1. That the organization has not obtained/applied for /will not obtain any grant/subsidy from any Ministry/Department of Central Govt. / Govt. organization/Agencies and State Government for the same purpose / activity / same component.

Place :

Signature of the Authorized Signatory

Date :

Name of the Institution





**UNDERTAKING**

I, ....., aged ....., resident of ..... do hereby solemnly affirm that the grant will be utilized for the purpose it is sanctioned.

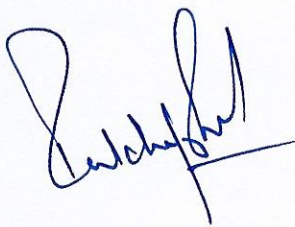
Hence this undertaking

Place :

Signature of the Authorized Signatory

Date :

Name of the Institution

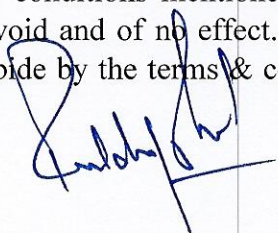
A handwritten signature in blue ink, appearing to be 'S. K. Singh', written in a cursive style.

(To be prepared on Non-Judicial Stamp paper of Rs. 100/-)

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s

\_\_\_\_\_, a

\_\_\_\_\_(Type of organization) incorporated / registered  
under the\_\_\_\_\_(Name of the Act) and having its registered  
office at\_\_\_\_\_(hereinafter called the "Obligors") are held fully  
and firmly bound to the President of India (hereinafter called the "Government") for the sum of  
Rs. \_\_\_\_\_(Rupees \_\_\_\_\_ only) well and truly to be paid to the  
Government on demand and without a demur for which payment we firmly bind ourselves and  
our successors and assignees by these presents.SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year  
Two Thousand \_\_\_\_\_.WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing  
Industries' Sanction Order No. \_\_\_\_\_ Dated\_\_\_\_\_  
(hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents,  
and a copy whereof is annexed hereto and marked as Annexure-I,  
agreed to make in favour of \_\_\_\_\_ the Obligors grants-in-aids of  
Rs. \_\_\_\_\_ (Rupees\_\_\_\_\_ only) for the purpose of  
\_\_\_\_\_ (description of the project) at\_\_\_\_\_ out of which the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been  
paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on  
condition of the Obligors executing a bond in the terms and manner contained hereinafter which  
the Obligors have agreed to do.NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and  
comply with all the conditions mentioned in the letter of sanction, the above written Bond or  
obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue.  
The Obligors will abide by the terms & conditions of the grants-in-aid by the target dates, if any  
specified therein.



THAT the Obligers shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligers shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligers individually and jointly will be liable to refund to the President of India, the entire amount of the grant-in-aid with interest of 10% per annum thereon. If a part of the grant-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligers agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grant-in-aid was intended of the property) buildings created/ acquired/constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_ Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by

\_\_\_\_\_ for and on behalf of the president on the date appearing below:-



\_\_\_\_\_  
Signature of the AUTHORISED SIGNATORY

Signed for and on behalf of  
(Name of the Obliger in block letters)  
(Seal / Stamp of Organization)





Annexure-V

**PROFORMA OF UTILIZATION CERTIFICATE AS PER GFR 19-A**

[Rule 212 (1)]

(To be generated through PFMS)

S. No.	Letter No. & Date	Amount

Certified that out of Rs. \_\_\_\_\_ of grant-in-aid sanctioned during the \_\_\_\_\_ year \_\_\_\_\_ in \_\_\_\_\_ favor of \_\_\_\_\_ under this Ministry/ Department letter No. given in the margin and Rs. \_\_\_\_\_ on account of unspent balance of the previous year, a sum of Rs. \_\_\_\_\_ has been utilized for the purpose of \_\_\_\_\_ for which it was sanctioned, that the balance of Rs. \_\_\_\_\_ remaining un-utilized at the end of the year \_\_\_\_\_ has been surrendered to Government (vide No. \_\_\_\_\_ dated \_\_\_\_\_) will be adjusted towards the grants-in-aid payable during the next year \_\_\_\_\_.

2. Certified that I have satisfied myself that conditions on which the grant-in-aid was sanctioned have been dully fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised.

- 1.
- 2.
- 3.



Signature (\*CA)

Designation \_\_\_\_\_

Date \_\_\_\_\_

Counter signature of applicant with Seal

Counter signature of Branch Manager with Seal

\* Competent Authority / comptroller of Accounts in case of Government organization/institution/universities.

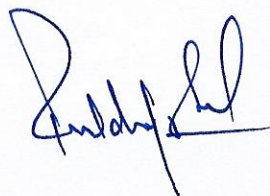
**ANNEXURE-VI (a)**

**DETAILS OF PROCUREMENT AND INSTALLATION OF ALL THE EQUIPMENT,  
FURNITURE & FIXTURE AND COMPLETION OF CIVIL WORK BY UTILIZATION OF  
GRANT-IN-AID AS RELEASED BY MoFPI.**

				<b>Rs. in Lakh</b>
<b>Head of Expenditure</b>	<b>Proposed Cost</b>	<b>Eligible Grant</b>	<b>MoFPI approved Grant</b>	<b>Promoters Contribution</b>
<b>Equipment</b>				
<b>Technical Civil Works</b>				
<b>Non-Technical Civil Works</b>				
<b>Furniture &amp; Fixture</b>				
<b>Total</b>				

Signature with Seal of the authorized  
person(s) of the  
grantee  
organization

Counter-signed by Chartered Engineer (Civil.)





# ANNEXURE-VI (b)

## DETAILS OF EQUIPMENT PURCHASED AND INSTALLED UNDER GRANT-IN-AID RELEASED BY MINISTRY OF FOOD PROCESSING INDUSTRIES IN THE FOOD TESTING LABORATORY.

Sl. No	Name of the PAC approved equipment	Price in US \$ / EUO etc.+ Custom Duty / Service (if Tax Applicable etc). (In of the case imported equipment	Exchange Rat as on (Date)	Price/Value in Rupees VAT / Service Tax etc., (if appl	Make/ Model	Date of Purchase as per invoices	Date of installation o the equipmen in the laboratory	Purpose of the equipment	Whether Functional or not	Amount utilized out of grant-in- aid released by MoFPI for purchase of equipment t

Signature with Seal of the authorized person(s)  
of the grantee organization

Counter-signed by Chartered Engineer (Mech.)

ANNEXURE-VI(c)

**DETAILS OF TECHNICAL CIVIL WORK AND FURNITURE AND FIXTURE PURCHASED/DONE IN THE FOOD TESTING LABORATORY UNDER GRANT-IN-AID RELEASED BY MINISTRY OF FOOD PROCESSING INDUSTRIES.**

Sl. No.	Name of the TCW and Furniture & Fixture as approved by PAC	Purpose	Whether completed/ installed or not	Expenditure incurred	Amount utilized out of grant-in-aid released by MFPI
1	2	3	4	5	6

Signature with Seal of the authorized person(s) of the grantee organization

Counter-signed by Chartered Engineer (Civil.)





## Annexure VII

CA Certificate/Statement of Expenditure (With membership No. of CA) in the following format:

Rs. in Lakh					
S. No.	Name of the Component	Proposed Project Cost	Eligible Cost considered by MoFPI for calculation of Grant-in-aid	Grant Approved	Actual /Expenditure Incurred as on date
1	Equipment				
2	Technical Work Civil				
3	Furniture & Fixtures				
4	Recurring Cost				
5	Other Expenditure (Please specify)				
<b>Total</b>					

## Means of Finance:

Rs. in Lakh					
Sr. No.	Name of the component / Item	Proposed Means of Finance	Approved Means of Finance	Actual Expenditure as on date	Remark
1.	Promoters equity				
2.	Grant from MoFPI				
3.	Bank loan				
4.	<b>Total</b>				

Signature and Seal of C.A.\*

Counter Signature by the Applicant with Seal

Counter Signature of Bank Branch Manager with seal (in case of bank loan).



\* Competent Authority / comptroller of Accounts in case of Government organization/institution/universities.

## Annexure VIII

### FORMAT FOR INSPECTION OF FOOD TESTING LABORATORIES ASSISTED BY MFPI

1. Name & Address of food testing laboratory (along with Tel./Fax/E-mail):
2. Name & designation of officer-in-charge:
3. Status of the laboratory i.e. Govt./Private/Autonomous/  
(Mention the administrative authority under which it operates)
4. Status of Building infrastructure for housing the laboratory:
  - a. Technical civil works
  - b. Non-technical civil works
5. (a) List of Instruments/Equipment as approved by PAC, their cost, the details of purchase/installation, make/specification, function, accuracy (qualitative/quantitative) supported with a copy of invoice. The details pertaining to deviation from PAC approval (if any) in respect of equipment cost should be clearly indicated.  
(b) List of TCW approved by PAC with cost and against that TCW Carried out with cost, bringing out deviation, if any.  
(c) Furniture & Fixtures (F&F): list of items approved by PAC with cost and against that F&F carried out with cost, bringing out deviation, if any.
6. List of scientists and technical staff with their qualifications and experience, staff structure and management.
7. Services provided / to be provided by the lab (such as analytical, training, certification etc.)
8. Available Analytical facilities:

Food quality parameters & Food Safety parameters in the following format

S.No	Test Parameters	Yes/No
1.	Physical Characteristics	
2.	Chemical Analysis (a) Proximate Analysis (b) Metal contaminants (c) Water analysis (d) Residue (Pesticides, Veterinary drugs, antibiotics etc.,)	



S.No	Test Parameters	Yes/No
	(e) Adulterants (f) Food Additives (Sweeteners, flavoring material, coloring matter etc.,) (g) Fatty acid & amino acid profile (h) Vitamins (i) Allergens	
3.	Microbiological Analysis (a) Toxins (Aflatoxin, mycotoxins etc.,) (b) Pathogens (c) TPC, Y & M, Coliform, E.Coli	
4.	Genetically modified components	
5.	Any other	

9. Brief description of participation in proficiency testing programme, if participated:
10. Performance of the lab for the last three years (if applicable): No. of samples tested year wise  
(indicating parameters): No. of clients served year wise  
Total revenue earned
11. Whether laboratory has specified rates for testing of the products. If so, details thereof. If not, reasons therefor.
12. Are all standard test methods available in the laboratory?
13. Are all standard reference materials available in the laboratory?
14. In case of existing lab, status of NABL accreditation. If not, steps taken in this regard.
15. Details of manpower employed for the project.
6. Details of Annual Maintenance Contract (AMC).
7. Whether commercial operation has started and the date thereof.
8. Recommendations of inspection team clearly indicating installation & functioning of lab equipment, status of building for housing the lab and the date of start of commercial operation.

**(Signature, Name and designation of members of inspection team)**

Note: Supporting documents are required to be enclosed with inspection report.

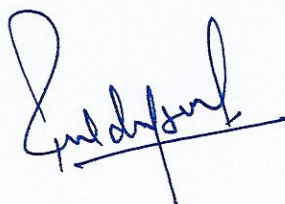


**Check list for the Scheme of Setting –up/ Up gradation of food testing laboratories**

1	Application in the MFPI prescribed format
2	Total project cost (item-wise and cost – wise break-up)
3	Means of finance to meet the project cost
4	Details of recurring expenditure,
5	Availability of land and building,
6	Details of existing /required qualified manpower
7	Implementation schedule
8	List of lab equipment duly supported by attested quotations with their specifications, cost, purpose/parameters along with the certificate by C.E (Mechanical).
9	Sanction letter of term loan from bank / financial institution
10	Certificate of incorporation/registration of the organization
11	Memorandum and Articles of Association and Bye laws of the Society
12	Bio-data/background of the office bearers/promoters of the organization
13	Annual Reports and Audited Statement of Accounts of last two years
14	Blue Print of the laboratory building Plan
15	Notarized land document of owned land/ building or rent/ lease agreement with a validity period minimum 15 years (notarized English version if the land document is in regional language).
16	Item wise and cost wise details of technical civil work envisaged duly certified by Chartered Engineer (Civil)
17	List of existing lab equipment with complete details along with products and parameters being tested
18	<i>An undertaking as per Annexure – II duly signed.</i>
19	<i>An undertaking as per Annexure –III, duly signed.</i>
20	Status of NABL accreditation

## Details of the proposed equipment with reference to products and parameters to be tested

Sl.No	Name of the equipment	Specification(s)	Quantity	Cost in Foreign currency(in case of Import)	Cost in Rupees	Purpose	Products to be tested	Parameters to be tested



**Government of India**  
**Ministry of Food Processing Industries**  
**Panchsheel Bhawan, August Kranti Marg,**  
**New Delhi-110049**

**Revised Guidelines for Grant-in-Aid to Food Processing Units for implementation of Food Safety and Quality Management System through HACCP/ISO 22000/ FSSC 22000/ BRC/ SQF or any other Global Food Safety Initiative (GFSI) approved certification scheme/ standard (w.e.f. 12.11.2018).**

## **1. Background**

In order to motivate the food processing industry for adoption of food safety and quality, assurance mechanisms, the Ministry of Food Processing Industries was operating the Central Sector Scheme of Implementation of Food Safety and Quality Management System earlier. Last revised scheme guidelines were issued on 01.04.2014.

This Scheme is now a component of Food Safety and Quality Assurance Infrastructure Scheme under the umbrella Scheme Pradhan Mantri Kissan Sampada Yojana (PMKSY) launched in 2017. For the purpose of smooth implementation, the guidelines of the scheme are being revised.

## **2. Objectives**

The scheme is intended to achieve the following objectives:

- i.** Motivate the food processing industry for adoption of food safety and quality assurance mechanisms.
- ii.** Enable adherence to stringent quality and hygiene norms by food processing industries and thereby protect consumer health.
- iii.** Prepare industry to face global competition.
- iv.** Enhance product acceptance by overseas buyers.
- v.** Keep Indian industry technologically abreast of international best practices.

## **3. Outcomes**

After implementation of the scheme, it is expected that the units which get assistance will be in a position to improve quality and safety of food products. This will result in greater acceptability of products in the market and help in growth of their business through HACCP/ISO 22000/ FSSC 22000/ BRC/ SQF or any other Global Food Safety Initiative (GFSI) approved certification scheme/ standard.

## **4. Eligible Organizations/agencies**

Central/ State Govt. Undertakings/ Organisations and Private Sector firms will be



eligible for reimbursement of expenditure towards implementation of above standard.

## **5. Eligible Sectors**

Proposals of units processing perishable items like fruits, vegetables, milk, meat, poultry, seafood and fish will only be considered eligible.

## **6. Eligible Project Cost**

Includes the cost of consultant fee, fee charged by certification agency and expenditure on plant & machinery and technical civil works (TCW) incurred after the date of application towards implementation of above standard in the food processing units.

## **7. Salient Features**

- i. The grant-in-aid would be reimbursement of expenditure incurred on acquiring above standard.
- ii. The Grant-in-aid as reimbursement of expenditure will be released by the Ministry in one instalment after obtaining necessary certification and submission of requisite documents.

## **8. Eligibility Criteria**

- i. The scheme shall provide one time reimbursement only against an Industrial Entrepreneurship Memoranda (IEM)/ Permanent SSI Registration/ Industrial License and FSSAI Licence.
- ii. The applicant should not have obtained/applied for grant/subsidy from any Ministry/Department of Central Govt./GOI organization/agencies and State Govt. for adoption of Total Quality Management System applied for under this scheme.
- iii. The units which have been operating from at least 3 years prior to the date of application will be eligible to apply.
- iv. The units which have already availed assistance from MoFPI for setting up/ expansion/modernization under any scheme of MoFPI will not be considered eligible for assistance under this scheme.

## **9. Pattern of Assistance:**

- i. All Implementing Agencies i.e. Central/ State Govt. Undertakings/ Organisations and Private Sector firms will be eligible for reimbursement of 50% of eligible project cost incurred towards implementation of above standard in the food processing units in general areas subject to maximum limit of Rs. 17 lakh and 75% in difficult areas subject to a maximum of Rs. 22 lakh. Difficult areas include J&K, Himachal Pradesh, Uttarakhand, Sikkim, North-Eastern States, Andaman & Nicobar Islands, Lakshadweep, Integrated Tribal Development Project (ITDP) Areas of States.
- ii. All implementing agencies with Scheduled Caste (SC)/ Scheduled Tribe (ST)



promoter(s), holding majority stake will be treated at par with the difficult areas for the purpose of extending benefits under the scheme. For any change in the constitution/composition of such implementing agencies, prior permission of Ministry shall be required. Subject to matching the basic eligibility criteria, SC/ST beneficiaries will be given preference in sanction of the projects under the scheme to the extent of earmarked fund allocation for each category.

## **10. Mode of submission of proposals**

Proposals for financial assistance will be submitted directly to the Ministry of Food Processing Industries through online portal only for implementation of Food Safety and Quality Management System through above standard in the food processing units.

## **11. Documents Required with application**

Following documents are required to be uploaded on the on-line portal, duly signed by the lead promoter/ authorised signatory: -

- i.** Application in the prescribed format available online has to be filled (**Format in Annexure -A**).
- ii.** Detailed Project Report including details of all promoters of the organisation along with the activities/background of the firm, products being manufactured, existing/ future market, list of existing plant and machinery along with Process Flow Chart, total Annual Turnover etc.
- iii.** Financial status of the firm/company duly certified by C.A. in the prescribed format (**Annexure-I**)
- iv.** Income Tax Returns of the organisation/ proprietor (in case of proprietorship firm) for previous three years.
- v.** GST Registration number of the firm or GSTIN.
- vi.** A copy of permanent SSI Registration/Entrepreneurs' Memorandum or Industrial Entrepreneur Memoranda (IEM) or Industrial Licence, whichever is applicable.
- vii.** A copy of valid FSSAI licence issued to the applicant organisation.
- viii.** Quotation of consultant firm/consultant.
- ix.** The consultant for implementing above standard should be registered either with National Accreditation Board for Education & Training (NABET) or National Board for Quality Promotion (NBQP) of the Quality Council of India or any other Central Government Body like Bureau of Indian Standards (BIS), Agricultural & Processed Food Products Exports Development Authority (APEDA) etc. for the relevant Standard.
- x.** Quotation from Certification Body.
- xi.** Confirmation that Certification Body is accredited by National Accreditation Board for Certification Bodies (NABCB) for the relevant scope, based on a recognised Standard for certification such as ISO 22000/HACCP, etc., which the applicant intends to implement.

- xii.** Details of proposed Plant & Machinery (Item-wise & Cost-wise) as per Gap Study Report duly certified by approved Chartered Engineer (Mechanical) and relevance to above standard with full justification in support of cost claimed in the prescribed format (**Annexure-I A**). The consultant is also required to certify the requirement and counter sign the cost of Plant & Machinery.
- xiii.** Complete details of Technical Civil Works as per Gap Study Report indicating item-wise/cost-wise break up and their relevance to implementation of above standard with justification duly certified by approved Chartered Engineer (Civil) in the prescribed format (**Annexure-I B**). The consultant is also required to countersign the cost of Civil Works.
- xiv.** Gap Study Report in the attached format with justification wherever modification of infrastructure & machinery is suggested (**Annexure-II**)
- xv.** An affidavit duly executed on non-judicial stamp paper of Rs. 10/- or more duly notarized as per **Annexure-III**.
- xvi.** Detailed implementation schedule for implementation of the above standard.

## **12. Grant of ‘In-Principle’ Approval**

The application received in the Ministry online will be examined and in case of proposals containing all relevant documents/ information, complying with eligibility criteria the letter for ‘In-Principle’ approval with a validity period of twelve months will be issued with the approval of competent authority to the applicant organisation. Incomplete applications will be summarily rejected by the Ministry.

## **13. Procedure for reimbursement of expenditure**

- i.** The applicant organisation is required to submit the following documents online to the Ministry of Food Processing Industries within 12 month of issue of in-principle approval letter requesting for reimbursement of expenditure incurred on Implementation of above standard:-
  - a.** Copy of ‘In-Principle’ approval letter and /or extension letter issued by the Ministry.
  - b.** Surety Bond in the prescribed format (**Annexure-IV**).
  - c.** Self-verified list of equipment purchased in the prescribed format (**Annexure-IV A**) along with copy of invoices/bills.
  - d.** Detailed Process Flow Chart.
  - e.** Latest C.A. certificate of actual expenditure incurred on the project with corresponding sources of finance (also countersigned by the consultant and promoter of the firm) in the prescribed format (**Annexure-IV C**).
  - f.** Copies of invoices of Consultant fee, fee charged by Certification Agency and other expenditure incurred. Details of Technical Civil Works done along with cost in the prescribed format (**Annexure-IV B**) along with Copies of invoices of Technical Civil Works.
  - g.** Copy of ISO 22000 /HACCP, etc. Certificate from an NABCB accredited certification body bearing NABCB logo.
  - h.** An undertaking by the firm on Letter Head of the firm in the prescribed

format (Annexure-IV D) to the effect that Implementation of above standard will be continued at least for a period of 3 years from the date of issue of certificate and guidelines & conditions stipulated in the certificate and FSMS Manual will be followed by the organization, failing which the firm is liable to refund the entire amount of grant-in-aid along with interest @ 10% per annum.

- ii. The requisite documents/information duly certified by the Promoter/Director/ Partner in the case of Private Bodies and through the Director or Head of the Institution in the case of Govt. Institutions shall be submitted to the Ministry. After satisfactory scrutiny of the documents/information thereof the MoFPI will reimburse the expenses to the implementing agency in terms of the approved scheme through Designated Bank.
- iii. An evaluation may be conducted by MFPI at the end of the year by an independent agency on the implementation of the scheme.

#### **14. Decision of Ministry to be final**

The decision of the Ministry in all matters relating to eligibility, acceptance or rejection of the applications and grant approved shall be final and binding on the applicants.

#### **15. Court's Jurisdiction**

Any dispute arising out of selection of proposals and implementation of approved project under this scheme guideline shall be subject to Courts/ Tribunals having jurisdiction over Delhi.

\*\*\*\*\*

**Annexure-A**

**Application for seeking assistance of MOFPI for implementation of Food Safety and Quality Management through HACCP/ISO 22000/ FSSC 22000/ BRC/ SQF or any other Global Food Safety Initiative (GFSI) approved certification scheme/standard. [To be submitted online only]**

(Rs. in lakhs)

S. No.	Particulars	Details
<b>A</b>	<b>Implementing Agencies-Organisation/Promoter</b>	
1.	Name & Address (Telephone, Fax, E-mail)	
2.	Whether Scheduled Caste (SC)/Scheduled Tribe (ST)/Shareholding of SC/ST/Promoter(s) in the firm	
3.	a) Background/Experience  b) Financial Status:- i) Audited Profit & Loss Account & Balance Sheet for the last three years ii) Turnover during the last three years iii) Banker's Name and Address	
4.	Existing activities of the firm	
5.	Name of the Products/By-products including brand name(specification & use)	
6.	Process of manufacture (with Flow Chart)	
7.	Processing technology being used:- (indigenous/imported)	
8.	List of existing Plant & Machinery and Quality Control facilities with cost.	
9.	Capacity of installed Plant & Manufacturing Unit (per day/per year)	
10.	Capacity utilisation during last three years (figures in %)	
<b>B</b>	<b>Project Description</b>	
1.	Name of the Project: (Implementation of ISO 22000/HACCP, etc.)	
2.	Location/ Area of the Manufacturing Unit (Full locational address & Telephone No. & E-mail etc.)	
3.	Details of Industrial Entrepreneur Memoranda (IEM)/Entrepreneurs Memorandum (EM)/SSI Registration /Industrial License(IL):- i) IEM/EM/SSI Registration/IL No. ii) Date of Issue iii) Issuing Authority iv) FSSAI Licence No. or acknowledgement (Enclose an attested copy) v) Date of start of commercial operations	
4.	Gap Study Report as per <b>Annexure-II</b>	
<b>C</b>	<b>Project Cost</b>	<b>(Rs. in lakh)</b>
a)	Consultant Fee	

b)	Fee charged by Certifying Agency	
c)	Pre-operative Expenses	
d)	Technical Civil Works (if any) with reference to GAP Study Report	
e)	Plant & Machinery with reference to GAP Analysis Report (This includes equipment required for up gradation of Hygiene, Quality Control testing facilities such as in-house Food Testing Laboratory etc.)	

f)	Any other expenses as per the requirement of ISO 22000 and /or HACCP etc.		
	<b>Total</b>		
<b>D</b>	<b>Means of Finance</b>	<b>(Rs. in Lakh)</b>	
a)	Equity(Promoter/Foreign/Other)		
b)	Loan(Term/Unsecured/Working Capital		
c)	Fund requirement from Ministry(MFPI)		
d)	Others		
	<b>Total</b>		
<b>E</b>	<b>Marketing</b>		
a)	Size of existing Market in terms of cost benefit ratio		
b)	Increase in Future Demand(Expected size of market in the first year after implementation of food safety/quality management systems)		
<b>F</b>	<b>Implementation Schedule</b>		
	i) Items of Work ii) Date of Implementation (Bar charts/Milestone charts may be enclosed)		
<b>G</b>	Details and Experience of the Consultant, if any		
<b>H</b>	Details and Experience of Certifying Body		
<b>I</b>	Details of Accreditation Body:		
<b>J</b>	Assistance already availed from MFPI (Give name of Scheme) i) ii)	Component/Activity for which assistance was taken  Activity for which assistance was taken	<b>Amount</b>  <b>Year</b>
<b>K</b>	List of Enclosures		

Place:

Date:

Authorised Signatory

Name (Block letters)

Designation

(With Special Seal of Organisation/Individual)

**List of documents attached**

**C.A. CERTIFICATE FOR FINANCIAL STATUS OF THE FIRM**

Name of the Company/Firm: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Financial Status of the firm is as under:-

(Amount in lakh)

Year	Turnover	Profit after Tax	Loan	
			Secured	Unsecured

2. Kinds of documents checked:-

- i. Profit and loss accounts
- ii. Balance Sheet

( Signature )  
Name of Authorised Signatory  
of the firm with stamp

( Signature )  
Name & Address of the  
Chartered Accountant with stamp

**DETAILS OF PROPOSED PLANT & MACHINERY**

Name of the Company/Firm: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This is to certify that the proposed Plant & Machinery is required for effective implementation of \_\_\_\_\_ (Name of Quality/Food Safety Management system to be implemented – HACCP/ISO 22000/ISO 9001/GHP/GMP etc).

S. No	Name of the Machinery/equipment/Item	Capacity	No. of Units	Rate/unit (₹)	Total Cost (₹)	Relevance to implementation of _____ (Name of Quality/Food Safety Management system to be implemented) with justification

( Signature )  
Name & Address of the Consultant/  
Consultant Firm with stamp

( Signature )  
Name & Address of the  
Chartered Engineer (Mech./Elect.) with stamp



**DETAILS OF PROPOSED TECHNICAL CIVIL WORK**

Name of the Company/Firm: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This is to certify that the proposed Technical Civil Work is required for effective implementation of \_\_\_\_\_ (Name of Quality/Food Safety Management system to be implemented – HACCP/ISO 22000/ISO 9001/GHP/GMP etc).

S. No	Name of item/Work	Area (Sq. Ft)	Rate/ Sq. Ft (₹)	Total Cost (₹)	Relevance to implementation of _____ (Name of Quality/Food Safety Management system to be implemented) with justification

( Signature )  
Name & Address of the Consultant/  
Consultant Firm with stamp

( Signature )  
Name & Address of the  
Chartered Engineer (Civil) with stamp

**MFPI Scheme – Implementation of Food Safety and Quality Management System  
through ISO 22000/ HACCP or any other similar standard-  
Gap Study Checklist for Hygienic Conditions based on Codex Recommended Code of  
Practice/General Principles of Food Hygiene (CAC/RCP 1-1969, Rev. 4-2003)**

<b>Company Details</b>		
<b>Name:</b> (Including site name);		
<b>Address:</b>		
<b>State:</b>		<b>Post Code</b>
<b>Tel. No.</b>		<b>FAX</b>
<b>Company Representative</b>		<b>Email address:</b>

<b>Products Details</b>			
<b>Products Manufactured</b>			
<b>Key Process Steps (Attach copy of process flow for each product and of layout of food production facility)</b>			
<b>Key Operations (Automated)</b>			
<b>Key Operations (Manual)</b>			
<b>Processing Technology</b>			
<b>Primary Packaging</b>			
<b>Storage conditions for finished products</b>			
<b>Best Before period declared on finished product</b>			
<b>Number of production lines</b>			
<b>Production facility utilization (All through the year / few months of the year)</b>			

REQUIREMENTS		CURRENT STATUS	IMPROVEMENT MEASURE PLANNED TO BE TAKEN	JUSTIFICATION FOR IMPROVEMENT MEASURE
<b>SECTION –IV- ESTABLISHMENT: DESIGN AND FACILITIES</b>				
<b>4.1</b>	<b>LOCATION</b>			
<b>4.1.1</b>	<b>Establishments</b>			
	Establishments should not be located anywhere where, after considering such protective measures, it is clear that there will remain a threat to food safety or suitability. In particular, establishments should normally be located away from:			
	• environmentally polluted areas and industrial activities which pose a serious threat of contaminating food;			
	• areas subject to flooding unless sufficient safeguards are provided;			
	• areas prone to infestations of pests;			
	• areas where wastes, either solid or liquid, cannot be removed effectively.			
<b>4.1.2</b>	<b>Equipment</b>			
	Equipment should be located so that it:			
	• permits adequate maintenance and cleaning;			
	• functions in accordance with its intended use; and			
	• facilitates good hygiene practices, including monitoring.			
<b>4.2</b>	<b>PREMISES AND ROOMS</b>			
<b>4.2.1</b>	<b>Design and layout</b>			
	Where appropriate, the internal design and layout of food establishments should permit good food hygiene practices, including protection against cross-contamination between and during operations by foodstuffs.			
<b>4.2.2</b>	<b>Internal structures and fittings</b>			
	Structures within food establishments should be soundly built of durable materials and be easy to maintain, clean and where appropriate, able to be disinfected.			

	In particular the following specific conditions should be satisfied where necessary to protect the safety and suitability of food:-			
	<ul style="list-style-type: none"> <li>the surfaces of walls, partitions and floors should be made of impervious materials with no toxic effect in intended use;</li> </ul>			
	<ul style="list-style-type: none"> <li>walls and partitions should have a smooth surface up to a height appropriate to the operation;</li> </ul>			
	<ul style="list-style-type: none"> <li>floors should be constructed to allow adequate drainage and cleaning;</li> </ul>			
	<ul style="list-style-type: none"> <li>ceilings and overhead fixtures should be constructed and finished to minimize the buildup of dirt and condensation, and the shedding of particles;</li> </ul>			
	<ul style="list-style-type: none"> <li>Windows should be easy to clean, be constructed to minimize the buildup of dirt and where necessary, be fitted with removable and cleanable insect-proof screens. Where necessary, windows should be fixed;</li> </ul>			
	<ul style="list-style-type: none"> <li>doors should have smooth, non-absorbent surfaces, and be easy to clean and, where necessary, disinfect;</li> </ul>			
	<ul style="list-style-type: none"> <li>Working surfaces that come into direct contact with food should be in sound condition, durable and easy to clean, maintain and disinfect. They should be made of smooth, non-absorbent materials, and inert to the food, to detergents and disinfectants under normal operating conditions.</li> </ul>			
<b>4.2.3</b>	<b>Temporary/mobile premises and vending machines</b>			
	Premises and structures covered here include market stalls, mobile sales and street vending vehicles, temporary premises in which food is handled such as tents and marquees.			
	Such premises and structures should be sited, designed and constructed to avoid, as far as reasonably practicable, contaminating food and harbouring pests.			
	In applying these specific conditions and requirements, any food hygiene hazards associated with such facilities should be adequately controlled to			

	ensure the safety and suitability of food.			
<b>4.3</b>	<b>EQUIPMENT</b>			
<b>4.3.1</b>	<b>General</b>			
	Equipment and containers (other than once-only use containers and packaging) coming into contact with food, should be designed and constructed to ensure that, where necessary, they can be adequately cleaned, disinfected and maintained to avoid the contamination of food.			
	Equipment and containers should be made of materials with no toxic effect in intended use.			
	Where necessary, equipment should be durable and movable or capable of being disassembled to allow for maintenance, cleaning, disinfection, monitoring and, for example, to facilitate inspection for pests.			
<b>4.3.2</b>	<b>Food control and monitoring equipment</b>			
	Equipment used to cook, heat treat, cool, store or freeze food should be designed to achieve the required food temperatures as rapidly as necessary in the interests of food safety and suitability, and maintain them effectively.			
	Such equipment should also be designed to allow temperatures to be monitored and controlled.			
	Where necessary, such equipment should have effective means of controlling and monitoring humidity, air-flow and any other characteristic likely to have a detrimental effect on the safety or suitability of food. These requirements are intended to ensure that:			
	<ul style="list-style-type: none"> <li>• harmful or undesirable micro-organisms or their toxins are eliminated or reduced to safe levels or their survival and growth are effectively controlled;</li> </ul>			
	<ul style="list-style-type: none"> <li>• where appropriate, critical limits established in HACCP-based plans can be monitored; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• Temperatures and other conditions necessary to food safety and suitability</li> </ul>			

	can be rapidly achieved and maintained.			
<b>4.3.3</b>	<b>Containers for waste and inedible substances</b>			
	Containers for waste, by-products and inedible or dangerous substances, should be specifically identifiable, suitably constructed and, where appropriate, made of impervious material.			
	Containers used to hold dangerous substances should be identified and, where appropriate, be lockable to prevent malicious or accidental contamination of food.			
<b>4.4</b>	<b>FACILITIES</b>			
<b>4.4.1</b>	<b>Water supply</b>			
	An adequate supply of potable water with appropriate facilities for its storage, distribution and temperature control, should be available whenever necessary to ensure the safety and suitability of food.			
	Potable water should be as specified in the latest edition of WHO Guidelines for Drinking Water Quality, or water of a higher standard. Non-potable water (for use in, for example, fire control, steam production, refrigeration and other similar purposes where it would not contaminate food), shall have a separate system. Non-potable water systems shall be identified and shall not connect with, or allow reflux into, potable water systems.			
<b>4.4.2</b>	<b>Drainage and waste disposal</b>			
	Adequate drainage and waste disposal systems and facilities should be provided. They should be designed and constructed so that the risk of contaminating food or the potable water supply is avoided.			
<b>4.4.3</b>	<b>Cleaning</b>			
	Adequate facilities, suitably designated, should be provided for cleaning food, utensils and equipment. Such facilities should have an adequate supply of hot and cold potable water where appropriate.			

<b>4.4.4</b>	<b>Personnel hygiene facilities and toilets</b>			
	Personnel hygiene facilities should be available to ensure that an appropriate degree of personal hygiene can be maintained and to avoid contaminating food. Where appropriate, facilities should include:			
	• adequate means of hygienically washing and drying hands, including wash basins and a supply of hot and cold (or suitably temperature controlled) water;			
	• lavatories of appropriate hygienic design; and			
	• Adequate changing facilities for personnel.			
	Such facilities should be suitably located and designated.			
<b>4.4.5</b>	<b>Temperature control</b>			
	Depending on the nature of the food operations undertaken, adequate facilities should be available for heating, cooling, cooking, refrigerating and freezing food, for storing refrigerated or frozen foods, monitoring food temperatures, and when necessary, controlling ambient temperatures to ensure the safety and suitability of food.			
<b>4.4.6</b>	<b>Air quality and ventilation</b>			
	Adequate means of natural or mechanical ventilation should be provided, in particular to:			
	• minimize air-borne contamination of food, for example, from aerosols and condensation droplets;			
	• control ambient temperatures;			
	• control odours which might affect the suitability of food; and			
	• control humidity, where necessary, to ensure the safety and suitability of food.			
	Ventilation systems should be designed and constructed so that air does not flow from contaminated areas to clean areas and, where necessary, they can be adequately maintained and cleaned.			



<b>4.4.7</b>	<b>Lighting</b>			
	Adequate natural or artificial lighting should be provided to enable the undertaking to operate in a hygienic manner. Where necessary, lighting should not be such that the resulting colour is misleading. The intensity should be adequate to the nature of the operation. Lighting fixtures should, where appropriate, be protected to ensure that food is not contaminated by breakages.			
<b>4.4.8</b>	<b>Storage</b>			
	Where necessary, adequate facilities for the storage of food, ingredients and non-food chemicals (e.g. cleaning materials, lubricants, fuels) should be provided.			
	Where appropriate, food storage facilities should be designed and constructed to:			
	• permit adequate maintenance and cleaning;			
	• avoid pest access and harbourage;			
	• enable food to be effectively protected from contamination during storage; and			
	• Where necessary, provide an environment which minimizes the deterioration of food (e.g. by temperature and humidity control).			
	The type of storage facilities required will depend on the nature of the food. Where necessary, separate, secure storage facilities for cleaning materials and hazardous substances should be provided.			
<b>SECTION-V- CONTROL OF OPERATION</b>				
<b>5.1</b>	<b>CONTROL OF FOOD HAZARDS</b>			
	Food business operators should control food hazards through the use of systems such as HACCP.			
	They should:			
	• <b>identify</b> any steps in their operations which are critical to the safety of food;			
	• <b>implement</b> effective control procedures at those steps;			
	• <b>monitor</b> control procedures to ensure their continuing effectiveness; and			

	<ul style="list-style-type: none"> <li>• <b>review</b> control procedures periodically, and whenever the operations change.</li> </ul>			
	These systems should be applied throughout the food chain to control food hygiene throughout the shelf-life of the product through proper product and process design.			
	Control procedures may be simple, such as checking stock rotation calibrating equipment, or correctly loading refrigerated display units. In some cases a system based on expert advice, and involving documentation, may be appropriate. A model of such a food safety system is described in <i>Hazard Analysis and Critical Control (HACCP) System and Guidelines for its Application</i> (Annex).			
<b>5.2</b>	<b>KEY ASPECTS OF HYGIENE CONTROL SYSTEMS</b>			
<b>5.2.1</b>	<b>Time and temperature control</b>			
	Inadequate food temperature control is one of the most common causes of foodborne illness or food spoilage. Such controls include time and temperature of cooking, cooling, processing and storage. Systems should be in place to ensure that temperature is controlled effectively where it is critical to the safety and suitability of food.			
	Temperature control systems should take into account:			
	<ul style="list-style-type: none"> <li>• the nature of the food, e.g. its water activity, pH, and likely initial level and types of microorganisms;</li> </ul>			
	<ul style="list-style-type: none"> <li>• the intended shelf-life of the product;</li> </ul>			
	<ul style="list-style-type: none"> <li>• the method of packaging and processing; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• How the product is intended to be used, e.g. further cooking/processing or ready-to-eat.</li> </ul>			
	Such systems should also specify tolerable limits for time and temperature variations.			
	Temperature recording devices should be checked at regular intervals and tested for accuracy.			
<b>5.2.2</b>	<b>Specific process steps</b>			
	Other steps which contribute to food hygiene may include, for example:			
	<ul style="list-style-type: none"> <li>• chilling</li> </ul>			
	<ul style="list-style-type: none"> <li>• thermal processing</li> </ul>			
	<ul style="list-style-type: none"> <li>• irradiation</li> </ul>			
	<ul style="list-style-type: none"> <li>• drying</li> </ul>			

	• chemical preservation			
	• vacuum or modified atmospheric packaging			
<b>5.2.3</b>	<b>Microbiological and other specifications</b>			
	Where microbiological, chemical or physical specifications are used in any food control system, such specifications should be based on sound scientific principles and state, where appropriate, monitoring procedures, analytical methods and action limits.			
<b>5.2.4</b>	<b>Microbiological cross-contamination</b>			
	Pathogens can be transferred from one food to another, either by direct contact or by food handlers, contact surfaces or the air. Raw, unprocessed food should be effectively separated, either physically or by time, from ready-to-eat foods, with effective intermediate cleaning and where appropriate disinfection.			
	Access to processing areas may need to be restricted or controlled. Where risks are particularly high, access to processing areas should be only via a changing facility. Personnel may need to be required to put on clean protective clothing including footwear and wash their hands before entering.			
	Surfaces, utensils, equipment, fixtures and fittings should be thoroughly cleaned and where necessary disinfected after raw food, particularly meat and poultry, has been handled or processed.			
<b>5.2.5</b>	<b>Physical and chemical contamination</b>			
	Systems should be in place to prevent contamination of foods by foreign bodies such as glass or metal shards from machinery, dust, harmful fumes and unwanted chemicals. In manufacturing and processing, suitable detection or screening devices should be used where necessary.			

<b>5.3</b>	<b>INCOMING MATERIAL REQUIREMENTS</b>			
	No raw material or ingredient should be accepted by an establishment if it is known to contain parasites, undesirable micro-organisms, pesticides, veterinary drugs or toxic, decomposed or extraneous substances which would not be reduced to an acceptable level by normal sorting and/or processing. Where appropriate, specifications for raw materials should be identified and			

	applied.			
	Raw materials or ingredients should, where appropriate, be inspected and sorted before processing. Where necessary, laboratory tests should be made to establish fitness for use. Only sound, suitable raw materials or ingredients should be used.			
	Stocks of raw materials and ingredients should be subject to effective stock rotation.			
<b>5.4</b>	<b>PACKAGING</b>			
	Packaging design and materials should provide adequate protection for products to minimize contamination, prevent damage, and accommodate proper labeling. Packaging materials or gases where used must be non-toxic and not pose a threat to the safety and suitability of food under the specified conditions of storage and use. Where appropriate, reusable packaging should be suitably durable, easy to clean and, where necessary, disinfect.			
<b>5.5</b>	<b>WATER</b>			
<b>5.5.1</b>	<b>In contact with food</b>			
	Only potable water, should be used in food handling and processing, with the following exceptions:			
	<ul style="list-style-type: none"> <li>• for steam production, fire control and other similar purposes not connected with food; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• In certain food processes, e.g. chilling, and in food handling areas, provided this does not constitute a hazard to the safety and suitability of food (e.g. the use of clean sea water).</li> </ul>			
	Water recirculated for reuse should be treated and maintained in such a condition that no risk to the safety and suitability of food results from its use. The treatment process should be effectively monitored. Recirculated water which has received no further treatment and water recovered from processing of food by evaporation or drying may be used, provided its use does not constitute a risk to the safety and suitability of food.			

<b>5.5.2</b>	<b>As an ingredient</b>			
	Potable water should be used wherever necessary to avoid food contamination.			
<b>5.5.3</b>	<b>Ice and steam</b>			
	Ice should be made from water that complies with section 4.4.1.			
	Ice and steam should be produced, handled and stored to protect them from contamination.			
	Steam used in direct contact with food or food contact surfaces should not constitute a threat to the safety and suitability of food.			
<b>5.6</b>	<b>MANAGEMENT AND SUPERVISION</b>			
	The type of control and supervision needed will depend on the size of the business, the nature of its activities and the types of food involved. Managers and supervisors should have enough knowledge of food hygiene principles and practices to be able to judge potential risks, take appropriate preventive and corrective action, and ensure that effective monitoring and supervision takes place.			
<b>5.7</b>	<b>DOCUMENTATION AND RECORDS</b>			
	Where necessary, appropriate records of processing, production and distribution should be kept and retained for a period that exceeds the shelf-life of the product. Documentation can enhance the credibility and effectiveness of the food safety control system.			
<b>5.8</b>	<b>RECALL PROCEDURES</b>			
	Managers should ensure effective procedures are in place to deal with any food safety hazard and to enable the complete, rapid recall of any implicated lot of the finished food from the market.			
	Where a product has been withdrawn because of an immediate health hazard, other products which are produced under similar conditions, and which may present a similar hazard to public health, should be evaluated for safety and may need to be withdrawn. The need for public warnings should be considered.			

	Recalled products should be held under supervision until they are destroyed, used for purposes other than human consumption, determined to be safe for human consumption, or reprocessed in a manner to ensure their safety.			
<b>SECTION VI - ESTABLISHMENT: MAINTENANCE AND SANITATION</b>				
<b>6.1</b>	<b>MAINTENANCE AND CLEANING</b>			
<b>6.1.1</b>	<b>General</b>			
	Establishments and equipment should be kept in an appropriate state of repair and condition to:			
	• facilitate all sanitation procedures;			
	• function as intended, particularly at critical steps (see paragraph 5.1);			
	• prevent contamination of food, e.g. from metal shards, flaking plaster, debris and chemicals.			
	Cleaning should remove food residues and dirt which may be a source of contamination. The necessary cleaning methods and materials will depend on the nature of the food business.			
	Disinfection may be necessary after cleaning.			
	Cleaning chemicals should be handled and used carefully and in accordance with manufacturers' instructions and stored, where necessary, separated from food, in clearly identified containers to avoid the risk of contaminating food.			
<b>6.1.2</b>	<b>Cleaning procedures and methods</b>			
	Cleaning can be carried out by the separate or the combined use of physical methods, such as heat, scrubbing, turbulent flow, vacuum cleaning or other methods that avoid the use of water, and chemical methods using detergents, alkalis or acids.			
	Cleaning procedures will involve, where appropriate:-			
	• removing gross debris from surfaces;			
	• applying a detergent solution to loosen soil and bacterial film and hold them in solution or suspension;			

	<ul style="list-style-type: none"> <li>• rinsing with water which complies with section 4, to remove loosened soil and residues of detergent;</li> </ul>			
	<ul style="list-style-type: none"> <li>• dry cleaning or other appropriate methods for removing and collecting residues and debris; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• Where necessary, disinfection with subsequent rinsing unless the manufacturers' instructions indicate on scientific basis that rinsing is not required.</li> </ul>			
<b>6.2</b>	<b>CLEANING PROGRAMMES</b>			
	Cleaning and disinfection programmes should ensure that all parts of the establishment are appropriately clean, and should include the cleaning of cleaning equipment.			
	Cleaning and disinfection programmes should be continually and effectively monitored for their suitability and effectiveness and where necessary, documented.			
	Where written cleaning programmes are used, they should specify:			
	<ul style="list-style-type: none"> <li>• areas, items of equipment and utensils to be cleaned;</li> </ul>			
	<ul style="list-style-type: none"> <li>• responsibility for particular tasks;</li> </ul>			
	<ul style="list-style-type: none"> <li>• method and frequency of cleaning; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• monitoring arrangements.</li> </ul>			
	Where appropriate, programmes should be drawn up in consultation with relevant specialist expert advisors.			
<b>6.3</b>	<b>PEST CONTROL SYSTEMS</b>			
<b>6.3.1</b>	<b>General</b>			
	Pests pose a major threat to the safety and suitability of food. Pest infestations can occur where there are breeding sites and a supply of food. Good hygiene practices should be employed to avoid creating an environment conducive to pests. Good sanitation, inspection of incoming materials and good monitoring can minimize the likelihood of infestation and thereby limit the need for pesticides.			
<b>6.3.2</b>	<b>Preventing access</b>			
	Buildings should be kept in good repair			



	and condition to prevent pest access and to eliminate potential breeding sites. Holes, drains and other places where pests are likely to gain access should be kept sealed. Wire mesh screens, for example on open windows, doors and ventilators, will reduce the problem of pest entry. Animals should, wherever possible, be excluded from the grounds of factories and food processing plants.			
<b>6.3.3</b>	<b>Harbourage and infestation</b>			
	The availability of food and water encourages pest harbourage and infestation. Potential food sources should be stored in pest-proof containers and/or stacked above the ground and away from walls. Areas both inside and outside food premises should be kept clean. Where appropriate, refuse should be stored in covered, pest-proof containers.			
<b>6.3.4</b>	<b>Monitoring and detection</b>			
	Establishments and surrounding areas should be regularly examined for evidence of infestation.			
<b>6.3.5</b>	<b>Eradication</b>			
	Pest infestations should be dealt with immediately and without adversely affecting food safety or suitability. Treatment with chemical, physical or biological agents should be carried out without posing a threat to the safety or suitability of food.			
<b>6.4</b>	<b>WASTE MANAGEMENT</b>			
	Suitable provision must be made for the removal and storage of waste. Waste must not be allowed to accumulate in food handling, food storage, and other working areas and the adjoining environment except so far as is unavoidable for the proper functioning of the business.			
	Waste stores must be kept appropriately clean.			
<b>6.5</b>	<b>MONITORING EFFECTIVENESS</b>			

	Sanitation systems should be monitored for effectiveness, periodically verified by means such as audit pre-operational inspections or, where appropriate, microbiological sampling of environment and food contact surfaces and regularly reviewed and adapted to reflect changed circumstances.			
<b>SECTION-VII- ESTABLISHMENT:- PERSONAL HYGIENE</b>				
<b>7.1</b>	<b>HEALTH STATUS</b>			
	People known, or suspected, to be suffering from, or to be a carrier of a disease or illness likely to be transmitted through food, should not be allowed to enter any food handling area if there is a likelihood of their contaminating food. Any person so affected should immediately report illness or symptoms of illness to the management.			
	Medical examination of a food handler should be carried out if clinically or epidemiologically indicated.			
<b>7.2</b>	<b>ILLNESS AND INJURIES</b>			
	Conditions which should be reported to management so that any need for medical examination and/or possible exclusion from food handling can be considered, include:			
	• jaundice;			
	• diarrhoea;			
	• vomiting;			
	• fever;			
	• sore throat with fever;			
	• Visibly infected skin lesions (boils, cuts, etc.);			
	• Discharges from the ear, eye or nose.			
<b>7.3</b>	<b>PERSONAL CLEANLINESS</b>			
	Food handlers should maintain a high degree of personal cleanliness and, where appropriate, wear suitable protective clothing, head covering, and footwear. Cuts and wounds, where personnel are permitted to continue working, should be covered by suitable waterproof dressings. Personnel should always wash their hands when personal cleanliness may affect food			

	safety, for example:-			
	• at the start of food handling activities			
	• immediately after using the toilet; and			
	• after handling raw food or any contaminated material, where this could result in contamination of other food items; they should avoid handling ready-to-eat food, where appropriate.			
<b>7.4</b>	<b>PERSONAL BEHAVIOUR</b>			
	People engaged in food handling activities should refrain from behaviour which could result in contamination of food, for example:			
	• smoking;			
	• spitting;			
	• chewing or eating;			
	• sneezing or coughing over unprotected food.			
	Personal effects such as jewellery, watches, pins or other items should not be worn or brought into food handling areas if they pose a threat to the safety and suitability of food.			
<b>7.5</b>	<b>VISITORS</b>			
	Visitors to food manufacturing, processing or handling areas should, where appropriate, wear protective clothing and adhere to the other personal hygiene provisions in this section.			
<b>SECTION-VIII- TRANSPORTATION</b>				
<b>8.1</b>	<b>GENERAL</b>			
	Food must be adequately protected during transport. The type of conveyances or containers required depends on the nature of the food and the conditions under which it has to be transported.			
<b>8.2</b>	<b>REQUIREMENTS</b>			
	Where necessary, conveyances and bulk containers should be designed and constructed so that they:			
	• do not contaminate foods or packaging;			
	• can be effectively cleaned and,			

	where necessary, disinfected'			
	<ul style="list-style-type: none"> <li>• permit effective separation of different foods or foods from non-food items where necessary during transport;</li> </ul>			
	<ul style="list-style-type: none"> <li>• provide effective protection from contamination, including dust and fumes;</li> </ul>			

	<ul style="list-style-type: none"> <li>• can effectively maintain the temperature, humidity, atmosphere and other conditions necessary to protect food from harmful or undesirable microbial growth and deterioration likely to render it unsuitable for consumption; and</li> </ul>			
	<ul style="list-style-type: none"> <li>• allow any necessary temperature, humidity and other conditions to be checked</li> </ul>			
<b>8.3</b>	<b>USE AND MAINTENANCE</b>			
	Conveyances and containers for transporting food should be kept in an appropriate state of cleanliness, repair and condition. Where the same conveyance or container is used for transporting different foods, or non-foods, effective cleaning and, where necessary, disinfection should take place between loads.			
	Where appropriate, particularly in bulk transport, containers and conveyances should be designated and marked for food use only and be used only for that purpose.			
<b>SECTION-IX- PRODUCT INFORMATION AND CONSUMER AWARENESS</b>				
<b>9.1</b>	<b>LOT IDENTIFICATION</b>			
	Lot identification is essential in product recall and also helps effective stock rotation. Each container of food should be permanently marked to identify the producer and the lot. Codex General Standard for the Labelling of Prepackaged Foods (CODEX STAN 1-1985, Rev. 1(1991)) applies.			
<b>9.2</b>	<b>PRODUCT INFORMATION</b>			

	All food products should be accompanied by or bear adequate information to enable the next person in the food chain to handle, display, store and prepare and use the product safely and correctly.			
<b>9.3</b>	<b>LABELLING</b>			
	Prepackaged foods should be labelled with clear instructions to enable the next person in the food chain to handle, display, store and use the product safely, Codex General Standard for the Labelling of Pre-packaged Foods (CODEX STAN 1-1985, Rev,(1991) applies.			
<b>9.4</b>	<b>CONSUMER EDUCATION</b>			
	Health education programmes should cover general food hygiene. Such programmes should enable consumers to understand the importance of any product information and to follow any instructions accompanying products, and make informed choices. In particular consumers should be informed of the relationship between time/temperature control and foodborne illness.			
<b>SECTION-V- TRAINING</b>				
<b>10.1</b>	<b>AWARENESS AND RESPONSIBILITIES</b>			
	Food hygiene training is fundamentally important. All personnel should be aware of their role and responsibility in protecting food from contamination or deterioration.			
	Food handlers should have the necessary knowledge and skills to enable them to handle food hygienically.			
	Those who handle strong cleaning chemicals or other potentially hazardous chemicals should be			

	instructed in safe handling techniques.			
<b>10.2</b>	<b>TRAINING PROGRAMMES</b>			
	Factors to take into account in assessing the level of training required includes:			
	<ul style="list-style-type: none"> <li>the nature of the food, in particular its ability to sustain growth of pathogenic or spoilage micro-organisms;</li> </ul>			
	<ul style="list-style-type: none"> <li>the manner in which the food is handled and packed, including the probability of contamination;</li> </ul>			
	<ul style="list-style-type: none"> <li>the extent and nature of processing or further preparation before final consumption;</li> </ul>			
	<ul style="list-style-type: none"> <li>the conditions under which the food will be stored; and</li> </ul>			
	<ul style="list-style-type: none"> <li>the expected length of time before consumption.</li> </ul>			
<b>10.3</b>	<b>INSTRUCTION AND SUPERVISION</b>			
	Periodic assessments of the effectiveness of training and instruction programmes should be made, as well as routine supervision and checks to ensure that procedures are being carried out effectively.			
	Managers and supervisors of food processes should have the necessary knowledge of food hygiene principles and practices to be able to judge potential risks and take the necessary action to remedy deficiencies.			
<b>10.4</b>	<b>REFRESHER TRAINING</b>			
	Training programmes should be routinely reviewed and updated where necessary. Systems should be in place to ensure that food handlers remain aware of all procedures necessary to maintain the safety and suitability of food.			

Checklist filled by (name):  
Designation in the food business organization:  
Dated:

Signature:

**Annexure-III**

Ministry of Food Processing Industries  
Government of India

**AFFIDAVIT**

**I.....S/W/D/o.....Resident of .....director  
Proprietor of M/s.....do hereby solemnly affirms and state as follows:-**

2. That I am the deponent herein and I am fully acquainted with the information given below:-

- (a) that company has not obtained any financial assistance for implementation of HACCP/ ISO 9001, ISO 22000/GHP/GMP in the past from MFPI.
- (b) that the organisation has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Govt./Government of India organisation/agencies and State Govt. for the same purpose/activity/same components.

3. That all the papers documents submitted to Ministry of Food Processing Industries are true and correct and nothing is concealed.

Deponent

All the above information at 1, 2 & 3 are true and correct.

Deponent

Solemnly affirmed and signed before me on this day.....

(Notary)

\*\*\*\*\*





Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_  
Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

\_\_\_\_\_  
Signature of the AUTHORISED SIGNATORY  
Signed for and on behalf of  
(Name of the Obliger in block letters)  
(Seal / Stamp of Organization)

1. Signature of witness  
Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Signature of witness  
Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO BE FILLED UP BY THE MINISTRY OF FOOD PROCESSING INDUSTRIES  
(ACCEPTED)

For and on behalf of the President of India

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

Notary Seal & Signature

**DETAILS OF PLANT & MACHINERY INSTALLED**

Name of the Company: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This is certified that the following Plant & Machinery has been purchased and installed as per proposed proposal:

Sr. No	Proposed					Actual			
	Name of the Machinery/ equipment/Item	Capacity	No. of Units	Rate/ unit (₹)	Total Cost (₹)	Capacity	No. of Units	Rate/ unit (₹)	Total Cost (₹)
1									
2									
3									

2. It is further certified that Plant & Machinery installed is new and has been purchased after submission of application for financial assistance in the Ministry of Food Processing Industries

( Signature )  
Name of Authorised Signatory  
of the firm with stamp

**DETAILS OF ACTUAL TECHNICAL CIVIL WORK DONE**

Name of the Company: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This is certified that the following Technical Civil Works has been completed as per proposed proposal:

Sr. No	Proposed				Actual	
	Name of item/Work	Area (Sq. Ft)	Rate/ Sq. Ft (₹)	Total Cost (₹)	Area (Sq. Ft)	Rate/ Sq. Ft (₹)

2. It is further certified that Technical Civil Works has been done after submission of application for financial assistance in the Ministry of Food Processing Industries

( Signature )  
Name of Authorised Signatory  
of the firm with stamp

**C.A. CERTIFICATE FOR ACTUAL PROJECT COST AND  
MEANS OF FINANCE**

Name of the Company/Firm: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

The following expenditure incurred on the project i.e. implementation of \_\_\_\_\_ (Name of Quality/Food Safety Management system– HACCP/ISO 22000/ISO 9001/GHP/GMP etc.) with corresponding sources of finance:-

**(a) Project Cost:** **(Amount in ₹)**

Head of Cost	Proposed	Approved	Actual cost as on.....
Consultant Fee			
Fee charged by Certification Agency			
Plant & Machinery			
Technical Civil Works			
Other Expenditure			
<b>Total</b>			

**(b) Means of Finance** **(Amount in ₹)**

	Proposed	Approved	Actual as on.....
Promoters Capital			
Bank Term Loan			
Grant from MFPI			
Unsecured Loan			
Others			
<b>Total</b>			

**(c) Details of Unsecured Loan, if any.**

S. No.	Name of Person	PAN No.	Amount in ₹
	<b>Total</b>		

2. Kinds of documents checked:-

- i. Invoices/Bills
- ii. Profit and loss accounts
- iii. Balance Sheet

( Signature )  
Name of Consultant with stamp

( Signature )  
Name & Address of the  
Chartered Accountant with stamp

**UNDERTAKING**  
**(ON THE LETTER HEAD OF THE FIRM)**

Name of the Company: \_\_\_\_\_

Complete address of the Factory/Unit: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

We do hereby state that implementation of ISO 22000 and/or HACCP (whichever is applicable) will be continued atleast for a period of 3 years from the date of issue of certificate and guidelines & conditions stipulated in the certificate and FSMS Manual will be followed by the organization, failing which the firm is liable to refund the entire amount of grant-in-aid along with interest @ 10% per annum.

( Signature )  
Name of Authorised Signatory  
of the firm with stamp





**Revised Guidelines  
For  
  
The Scheme of  
Research & Development in  
Processed Food Sector  
During 2017-2020**

**Government of India  
Ministry of Food Processing Industries  
Panchsheel Bhawan  
August Kranti Marg  
New Delhi - 110 049  
[www.mofpi.nic.in](http://www.mofpi.nic.in)**

**F.No. Q-30/1/2018-R&D**

**Date 30.01.2019**

# **MINISTRY OF FOOD PROCESSING INDUSTRIES**

## **Revised Guidelines For The Scheme of Research & Development In Processed Food Sector During 2017-2020**

### **1. INTRODUCTION**

The Ministry of Food Processing Industries (MoFPI) extends financial assistance as grant- in-aid to various institutions/universities, Public funded organizations and recognized R&D laboratories both in public and private sector, to promote and undertake demand driven R&D work in the field of Food Processing Sector for product and process development, design and development of equipment, improved storage, shelf-life, packaging etc.

From 1st April, 2017 onwards, the scheme is being implemented directly by the Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi – 110049.

### **2. OBJECTIVE**

Objective of the scheme is that the end product / outcome / findings of R&D work should benefit Food Processing Industry in terms of product and process development, improved preservation, packaging, storage and distribution technologies, value addition, standardization of additives, coloring agents, preservatives, pesticide residues, etc. with focus on enhancement of production, quality, consumer safety, public health and trade.

### **3. ELIGIBLE INSTITUTIONS**

All Universities, IITs, Central/State Government Institutions, Government funded Organisations, R&D laboratories and CSIR recognized R&D units in private sector.

### **4. ELIGIBLE PURPOSES**

4.1 Ministry supports research proposals preferably of applied nature with commercial value resulting in development of innovative products, processes and manufacturing practices, which lead to development of food processing industry in the country.

4.2 Preference would be given to those R&D project proposals which are beneficial for SMEs and farmers, use outcome/ findings of previous R&D projects and are intended towards its commercialization.

4.3 There should be an industrial partner associated with the project. The R&D projects would be carried out in collaboration with the industrial partner, which can take up/ purchase/ commercialize outcome of the project. However, this condition of having an industry partner in the project, may not be applicable, if MoFPI chooses to direct IIFPT, NIFTEM or any other public body to undertake a specific research in public interest.

## **5. FUNDING PATTERN**

5.1 For the Government organizations/universities/institutions, grant is given for the following:

- i) 100% of cost of equipment, consumables and expenditure related to Junior Research Fellow/Senior Research Fellow /Research Associate (JRF/SRF/RA) specific to the project of specified duration for maximum of three years.
- ii) The emoluments for JRF/SRF/RA engaged in the MOFPI's R&D projects will be governed as per the norms of applicant institution / but not exceeding scale laid down for the respective post by DST, ICAR, CSIR etc. Wherever, the norms of DST,ICAR,CSIR etc. have been adopted by applicant institutions, the emoluments may be revised based on notifications in this regard issued by the above agencies. Research Assistant(s)/ Project Assistant(s) may be engaged as an alternative to JRF/SRF/ Research Associate. The emoluments for such Research Assistant(s)/ Project Assistant (s) will be as per the norms of applicant institution but not exceeding the scale laid down for Junior Research Fellow (JRF) of DST. No assistance will be provided for already existing equipment.
- (iii) Lump sum provision up-to Rs.1 Lakh for TA/ DA for project related travel like survey, data/sample collection, etc. and for attending the meetings of the Expert Committee to present the project proposal and subsequently for the project review presentation. TA/DA will be given for an approved project only.
- (iv) Institutional Charges equal to 10% of project cost subject to maximum of Rs. 3 lakh for non-academic institutions and Rs. 5 Lakh for academic institutions.

5.2 For Private organizations/universities/institutions, grant is given to the tune of 50% of equipment cost in general areas and 70% in difficult areas.

- 5.3 Difficult areas include J&K, Himachal Pradesh, Uttarakhand, Sikkim, North-Eastern States, Andaman & Nicobar Islands, Lakshadweep, and Integrated Tribal Development Project (ITDP) areas.
- 5.4 100% Grant is provided for the Ministry's sponsored projects, restricted only to public funded organizations of repute, in the cases of cutting edge areas of research leading to development of innovative products, processes, manufacturing practices and technology .

## **6. HOW TO APPLY**

- 6.1. The Principal Investigator (P.I.) may submit research proposal (three copies along-with a soft version) in prescribed standard proforma (ANNEXURE-A) to the Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi – 110049. Applications for research grants can be submitted at any time during the year.
- 6.2. The application should be forwarded, through the Head of the concerned institution duly certified that (i) the required facilities (viz: land, buildings, laboratory, manpower and other infrastructure etc) are available and will be provided to the investigator(s) to work on the proposed project, and (ii) the department/university/institute will discharge all its obligations, particularly in respect of management of the grant given and patenting as well as commercialisation of the end product.
- 6.3. Three hard copies and one soft copy of the project proposal must be submitted along with the supporting documents (viz: 1. An affidavit / undertaking duly notarized/verified by Competent Authority / Head of the organization in compliance with Rule 230 (1) of GFR 2017 [ANNEXURE-E], 2. A consent letter from industrial partner, confirming that the outcome of the research will be taken up/purchased /commercialized by the industrial partner.
- 6.4. Depending on the magnitude and nature of research involved a research project may have more than one investigator and, in such a case, the first investigator shall be known as "Principal Investigator" (PI). In the event of a collaborative project involving two or more institutions, the consent of each institution must be furnished with the proposal.
- 6.5. Research proposals must be prepared after extensive and exhaustive consultation of available literature and references to ensure that there is no duplication of work. Proposals will be considered only when the end product

is new, innovative, and has commercial value or has relevance to Food Processing Sector.

## **7. PROCEDURE FOR APPROVAL OF PROPOSALS**

- 7.1. Ministry will evaluate the proposals comprising of peer review and/or evaluation by an Expert Committee. In the case of private sector research proposals, the concerned State Govt. representative may be invited to attend the Expert Committee meeting for consideration of such proposals.
- 7.2. After approval of the competent authority, in-principle approval of the project proposal for the approved grant amount will be conveyed to the applicant university/institute/organization and after fulfillment of all the required criteria, sanction will be issued for release of first/second/third installment of grant as per these orders.

## **8. PROCEDURE FOR RELEASE OF FUNDS**

### **8.1 Release of Funds:**

#### **8.1.1. Release of funds for Government/Public Funded Organizations:**

- a. After fulfillment of all the required criteria as per para. 8.2.1 (a), first installment of grant comprising (a) 100% of the approved cost of equipment (or as required by the applicant research organization), (b) 50% of the approved cost towards JRF / SRF / RA / Research Assistant / Project Assistant, (c) 50% of the approved cost towards consumables, (d) 50% of the approved cost towards TA/DA, and (e) 50% of the approved institutional charges will be released.
- b. After fulfillment of all the required criteria as per para. 8.2.1(b), second installment of grant comprising (a) 40% of the approved cost towards JRF/SRF/RA/ Research Assistant / Project Assistant, (b) 40% of the approved cost towards consumables, (c) 40% of the approved cost towards TA/DA and (d) 40% of the approved institutional charges will be released.

- c. After fulfillment of all the required criteria as per para. 8.2.1(c), third/ final installment of grant comprising (a) 10% of the approved cost towards JRF/SRF/RA /Research Assistant / Project Assistant, (b) 10% of the approved cost towards consumables, (c) 10% of the approved cost towards TA/DA and (d) 10% of the approved institutional charges will be released.

**8.1.2. Release of funds for Private Organizations:**

- a. After fulfillment of all the required criteria as per para.8.2.1 (a), first installment of grant comprising 50% of total grant approved for equipment will be released.
- b. After fulfillment of all the required criteria as per para.8.2.1 (b), second installment of grant comprising of 40% of the total grant approved for equipment will be released.
- c. After fulfillment of all the required criteria as per Para.8.2.1(c), final installment of grant comprising 10% of the approved grant for equipment will be released.

**8.2. Documents required to be submitted before each release:**

- a. Documents required for release of 1<sup>st</sup> Installment:
  - i. Compliance with the standard conditions as per Annexure- F.
  - ii. Govt. / Public Sector Organizations /Universities/ Institutions shall submit copy of quotation(s) for the equipment to be procured out of grant-in-aid. Private organizations / universities / institutions shall submit copy of the quotations alongwith the purchase order for the equipment to be procured out of 1st installment.
  - iii. Consent of the industrial partner, confirming that the outcome of the research will be taken up/purchased/ commercialized by that industrial partner.



- iv. Submission of an affidavit/undertaking in compliance with Rule 230 (1) of GFR 2017 (ANNEXURE-E).
  - v. Submission of notarized surety bond of Rs. 100/- in the case of private organizations / universities / institutions (ANNEXURE-G). (As per Rule 231 (3) of GFR 2017, execution of surety bond will not apply to quasi- Government institutions, central autonomous organizations and institutions whose budget is approved by Government.)
- b. Documents required for release of 2<sup>nd</sup> Installment:**
- i. Statement of expenditure (issued by the Competent Authority) countersigned by Chartered Accountant clearly bringing out the expenditure incurred by the applicant from their own internal resources and from the assistance provided by MoFPI, with detailed breakup.
  - ii. In the case of Government Organization/ Institute/ University where 100% cost of equipment grant is released in 1<sup>st</sup> installment, the applicant University/Institute/organisation must submit the copies of purchase order/invoice for whole equipment as approved by Expert Committee, alongwith statement of expenditure and progress report.
  - iii. In case the applicant University /Institute/organization opts for release of less than 100% of cost of equipment grant in the 1<sup>st</sup> instalment, the applicant University / Institute/organisation must submit the copies of invoice/bill of equipment purchased out of 1<sup>st</sup> intalment grant alongwith quotation for equipment to be purchased out of 2<sup>nd</sup> instalment grant with statement of expenditure and progress report.
  - iv. Further, in the case of private organizations / institutions, they should submit copies of purchase order for the equipment to be purchased out of second instalment alongwith statement of expenditure and progress report.
- c. Documents required for release of 3<sup>rd</sup> and final instalment:**
- i. Submission and acceptance of Final Project Completion Report (FPCR) in the prescribed format i.e. as per Annexure- C.

- ii. Statement of expenditure (issued by the Competent Authority) countersigned by Chartered Accountant clearly bringing out the expenditure incurred by the applicant from their own internal resources and from the assistance provided by MoFPI, with detailed breakup.
  - iii. In the case of Private Organization/ Institute they should submit copies of invoice/bill for approved equipment, as also duly audited accounts indicating that the entire expenditure has been incurred on the purchase of the approved equipment.
- 8.3. The findings of the project shall be made available (preferably with the demonstration) before the appraising team as and when required.

## **9. FINAL PROJECT COMPLETION REPORT (FPCR)**

- 9.1. The applicant university/institute/organization must submit the FPCR in prescribed format as per (ANNEXURE-C) and shall also discuss how the technology is going to be commercialized, patented and its future potential for technological advancement. The details of scientists/scholars trained and expertise developed, their qualification along with the permanent address shall also be mentioned in the FPCR.
- 9.2. The PI is required to submit FPCR (ten copies) for the entire duration, within three months from the date of completion of the project. The report must be in detail and should include information about (a) the original objective(s) of the scheme, (b) how far these objective(s) have been achieved, and (c) how the results have benefited the country's technological development or enriched the existing knowledge pool on the subject. The actual research achievements made under the scheme may be summarized in about 200 words and mentioned in the FPCR to facilitate publication of the same by MoFPI and for making available on the website of MoFPI.
- 9.3. Copies of manuscripts, preprints and reprints of papers arising from the work completed under the scheme should be attached to the FPCR. Failure to submit the FPCR on completion of the scheme will disqualify the investigator from seeking further assistance from MoFPI. The names of defaulting Principal Investigators (P.Is.)/Institute will be circulated to all the

funding agencies and this may lead to the concerned Investigators/Institute not getting any assistance for his/her new projects in future.

## **10. TENURE, PROGRESS REPORT**

- 10.1. The tenure of a project would normally be 3 years or less as proposed by the investigator. The start of project will be considered from the date of issue of in-principle approval letter for the project. Expert Committee (EC) of MoFPI will evaluate the progress of schemes to ensure that the funds are effectively utilized as per the intended objectives. For this purpose PIs are required to submit a comprehensive progress report as per the format (ANNEXURE- B) as and when demanded by MoFPI, normally after one year. In the case of some deserving cases depending upon the satisfactory progress, MoFPI may extend the project period to one more year on a case-to-case basis without any financial implication.
- 10.2. Progress of the project will be monitored through progress report submitted or onsite inspection (if required) of the project. Periodic review may also be taken by the Expert Committee.

## **11. RESULTS OF RESEARCH AND INTELLECTUAL PROPERTY(IP) RIGHTS**

- 11.1 Investigators are encouraged to seek legal/patent protection for the outcome of research.
- 11.2 Investigators are also encouraged to publish the results of research only after filing the necessary relevant IP protection applications. While doing so, acknowledgement to the effect that financial assistance was received from MoFPI should be made in the research paper(s) published. MoFPI should be acknowledged in similar type of other published work/press reports (please note: releasing to the press before IP protection may invalidate the prior art of the invention as it becomes known to public).
- 11.3 Project Investigators (PI) are encouraged to avail assistance for filing and obtaining patents for research outcome of MoFPI assisted projects through Technology Information, Forecasting and Assessment Council (TIFAC), an autonomous organization under the Department of Science &

Technology. Patent Facilitating Centre (PFC) under TIFAC will facilitate filing and obtaining patents for academic institutions and universities without any charges as MoFPI will make necessary arrangement for the same directly with PFC, TIFAC. The interested PIs/ organizations may apply to:

The Head, Patent Facilitating Centre (PFC), TIFAC, 5<sup>th</sup> Floor, A-wing, Vishwakarma Bhavan, Sheedjeet Singh Marg, New Delhi-110016 Tel No. 011-4242808/26967458,

Email: dirpfc.tifac@gmail.com for this purpose as per the guidelines of PFC. Copies of such applications may also be endorsed to the Ministry (in such case only MoFPI endorsed applications would be entertained by FPFC).

- 11.4 While PI is recognized as inventor, the title to the patent, or other legal protection accorded to the results of research, shall vest with University/Institute.
- 11.5 Ministry of Food Processing Industries shall reimburse the administrative and other charges, if any, to PFC, TIFAC on this account.
- 11.6 Private institutions may also avail the benefit of this scheme for filing and obtaining patents through PFC, TIFAC under DST, provided they are registered as educational society under the Societies Act.

## **12. OPERATION OF FUNDS**

The general conditions to be complied for operation of the funds are as follows:

- i) The detailed statement of the expenditure certified by the Accounts Officer and countersigned by the Finance Officer/ Registrar / Administrator of the university/institute/organization/ Head of the Department or Chartered Accountant (as required) should be submitted to MoFPI.
- ii) Any unspent balance from earlier payment lying with the Institution at any time due to termination/resignation of the Fellow, etc. must be refunded to MoFPI immediately by means of demand draft in favour of Fund for PAO, Ministry of Food Processing Industries. In case the unspent balance is not returned within three months, it will attract interest as per the existing General Financial Rules (GFR 2017).

- iii) University/institute/organization receiving grants shall have to maintain separate accounts for each research project on ledger type system.
- iv) The released grant shall not be diverted or spent other than for what it has been approved.
- v) All equipments purchased out of the grant shall be the property of the Government of India and have to be entered into the Stock Register maintained by the University/Institution and also in a separate Register maintained by the project Investigator and certified by the Head of the Department.
- vi) The university /institute /organization shall be responsible for the safe custody of the equipment purchased out of the grant.
- vii) Items of equipment should be purchased following a transparent, fair and competitive tender system Second hand equipment is not eligible for grant-in-aid.
- viii) A list of equipment purchased is to be appended with the application for 2<sup>nd</sup> instalment. The name, description of the equipment, cost in rupees, date of purchase, and the name of the supplier, may be given in the list. The main purpose/function of the equipment may also be mentioned against each item. Equipment should be purchased within 4 months from the date of receipt of the sanction letter of respective installments, otherwise the grant shall be liable to be cancelled and be called back.
- ix) After the termination of project, the University/institute/organization may retain all the equipment purchased for the purpose of the project out of MoFPI grant. A label with the legend "MoFPI FUNDED" shall be stuck prominently on the equipment.
- x) The research carried out with the financial assistance of MoFPI shall be in public domain. The facilities created thereof may be utilized as Business/R&D Incubation Centre after the research is completed for testing/research/product development, etc by other institutes/ organizations on payment basis.

- xi) The books of accounts of the grantee institution shall be open to inspection by the sanctioning authority/audit and by any other authority specified by the Ministry, whenever the institution is called upon to do so.

### **13. OBLIGATIONS OF PRINCIPAL INVESTIGATOR**

The following are the obligations of the PI of a research scheme:

- i) The sanctioned research scheme must commence within 4 months from the date of receipt of the sanction letter of first instalment, unless otherwise authorized by MoFPI, failing which the grant shall be liable to be cancelled and be called back.
- ii) It is mandatory for the PI/Co-PI to come to the Progress Review Presentation when invited to present the progress of the work done on the scheme.
- iii) Acknowledgement of the support given by MoFPI in all the publications arising from the work done under the scheme. MoFPI should be acknowledged in similar type of other published work/press reports etc.
- iv) Submission of the final project completion report (ANNEXURE-C) within 3 months of completion of the project, describing original objective(s), how far these objective(s) have been achieved and how the results have benefited the technological development or enriched the existing knowledge on the subject and enclosing manuscripts, preprints and reprints of the papers arising from the scheme.
- v) Claim for any dues must be made immediately. Submission of the utilization certificate and audited statement of accounts for the grants paid and to arrange refund of unspent amount of the grant must be made immediately on completion of the project. Claim of bills in any case will not be entertained after six months of the completion of project.
- vi) Sending of one reprint of each research paper(s) published as a result of the work done under the MoFPI grant to R&D Division of MoFPI as and when published. (Please ensure that in case you desire to file a patent, it must be done before publishing the results).

- vii) In the event of a PI proceeds on leave or takes up an assignment, alternative arrangements shall be made by the organization, so that project does not suffer.

#### **14. INDEPENDENT ANNUAL EVALUATION**

Ministry may undertake evaluation of the project (s) through a 3<sup>rd</sup> party having requisite expertise in the matter.

**Note:** These terms and conditions supersede all previous instructions issued in regard to R&D scheme. In all matters, decision taken by Secretary, MoFPI shall be final.

**FORMAT FOR SUBMISSION OF PROJECT**

(To be filled by applicant)

1. Project Title
2. Broad Subject:
  - I. Product development
  - II. Processing
  - III. Packaging
  - IV. Equipment – Design and Development
  - V. Storage
  - VI. Shelf Life
  - VII. Any other (Please specify)
3. Duration in months
4. Total cost
5. Foreign Exchange Component
6. Principal Investigator
  - 6.1: Category (SC/ST/Others)
7. Designation
8. Department
9. Institute
10. Address
11. Date of Birth: Sex (M/F)
12. Telephone / Fax / E-mail
13. Co-Investigator
14. Designation
15. Department
16. Institute



17. Address

18. Date of Birth: Sex (M/F)

19. Telephone / Fax / E-mail

(Repeat 13 to 19 for additional Co-Investigators, if any)

20. Project summary (maximum 150 words)

21. Key words (maximum 6)

22. Technical details

22.1. Introduction (under the following heads)

22.1.1. Origin of the proposal

22.1.2. Definition of the problem

22.1.3. Objectives

22.1.4. Process/Technology/design of any new machinery and products to be developed including by-products, if any:

22.1.5. Uses of products and by-products:

22.1.6. How demand is being met-indigenous / imported:

22.1.7. Salient features of existing technology/manufacturing problems and technological gaps:

22.1.8. Details of new or improved technology to be developed:

22.1.9. Demand assessment for both domestic and export markets

22.2. Review of status of Research and Development in the subject

22.2.1. International status

22.2.2. National status

22.2.3. Novelty Importance of the proposed project in the context of current status

22.2.4. If the project is location specific, basis for selection of location.

23. Target beneficiaries of the proposed work

24. Review of expertise available with the PI, the proposed investigating group/institution in the subject of the project

- 24.1. Preliminary work already done on the project. Status of research / development by the organization or at the collaborating research laboratory, if any, their scope of work and role in the present project.
- 24.2. Details of Industrial partner indicating name and address of the Industrial unit, who has been associated in the R&D project and its financial contribution, if any. Consent letter of the Industrial partner is to be attached.
- 24.3. If applicant is an industrial unit linked with an R&D institution that may provide technical input, please furnish signed agreement.
- 24.4. Brief history of the Institution / Industrial firm including products being made, capacities, related collaborations, achievements, R&D capabilities, etc. (latest annual report and company brochure may be given):

24.5. Details of the Institute:

(a) Status of the Institute:

Public funded	Public funded	Industry
Academic Institute	Research Lab	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	
Private University	Private College	Private Research Lab
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- (b) Whether Institution is a CSIR/ICAR/ICMR/SAU organization
- (c) Whether In-house R&D unit of the firm is recognized by DSIR, Ministry of Science & Technology
- (d) Please indicate recent major achievements of In-house R&D unit of the Industrial firm in development of new products/processes, indigenous development of capital goods, absorption, adaptation and up gradation of the imported technology, if any.

24.6 Details of the manpower available (Give separate details for Executive and Collaborating Agencies).

a) Ph. Ds	-
Engineers	-
Scientists	-
Post/graduates	-
Total S&T Manpower in the R&D Unit	-

- b) Number of other staff in R&D unit -  
(Technical/Non-Technical)

24.7 Financial capabilities of the Executing Agency (in case of Private Institutes other than universities)

Please provide Memorandum & Articles of Association of the company, Annual Reports for the last 3 years, sources of financing the proposed project and financial commitment letter from the competent authority for undertaking the proposed project.

25. Patent details (domestic and international), if applicable

26. Sustainability: Issues relating to sustainability, including stakeholder commitment, operation and maintenance of assets after project completion, and other related issues.

27. Work plan

27.1 Methodology

27.2 Organization of work elements

27.3 Time schedule of activities giving milestones (bar diagram)

27.4 Do the physical and financial targets (given in section 30) match with each other

27.5 Suggested plan of action for utilization of research outcome expected from the project.

28. The development "Outcomes" and "Outputs" of the project (This may include broad details of relevant aspects)

28.1 Expected number of prototypes / pilot plant.

28.2 Expected optimization / improvements in products / process design/performance, etc.

28.3 Improvements in productivity, yields, efficiencies / quality, value added etc. / (to be quantified)

28.4 Any other benefits

29. Economic implications of the proposed work, if any.

**30. BUDGET ESTIMATES:****30.1. BUDGET SUMMARY FOR THE GOVERNMENT ORGANIZATIONS / UNIVERSITIES / INSTITUTIONS:**

Sl.No.	Item	Budget			(In Rupees)
		1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
A	Non-recurring (Capital Items)				
I	Pmt Equipment				
B	Recurring (General)				
I	Salaries				
II	Consumables				
III	TA/DA				
IV	Institutional Charges				
	Total (General)				
C	Grand Total				

\*FEC- Foreign Exchange Component

Foreign Exchange component (in US\$) equivalent of rupee amount at the prevailing rates may be furnished.

**30.1.1. BUDGET FOR SALARIES/WAGES**

		BUDGET			(in Rupees)
		1st Year (m.m.*)	2nd Year (m.m.)	3rd Year (m.m.)	Total (m.m.)
Designation & number of persons	Monthly Emoluments				
Total					

\*m.m.:man months to be given within brackets before the budget amount

**30.1.2. Justification for the manpower requirement.**

### 30.1.3. BUDGET FOR CONSUMABLE MATERIALS

		BUDGET			(in Rupees)
Item		1st Year	2nd Year	3rd Year	Total
	Q*				
	B**				
	F***				
Total	B				
	F				

\*Q: Quantity or number, \*\* Budget, \*\*\*F: Foreign Exchange Component in US\$

### 30.1.4. Justification for consumable materials

### 30.1.5. BUDGET FOR TA/DA

		BUDGET			(in Rupees)
		1st Year	2nd Year	3rd Year	Total
	Travel (Only inland travel)				

### 30.1.6. Justification for intensive travel, if any.

### 30.1.7. BUDGET FOR EQUIPMENT

Sl. No.	Generic name of the Equipment along with make & model	Imported/Indigenous	Estimated Costs (in Foreign Currency also)*	Spare time for other users (in %)

### 30.1.8. Justification for the proposed equipment.

### 30.2. BUDGET SUMMARY FOR PRIVATE ORGANIZATIONS

	Sanction head	Amount in Rs.
A	Non-recurring (Capital Items)	
	Pmt Equipment	
A'	Total (Capital)	
	SERB/MFPI Contribution (50% of A')	
	Institute Contribution (50% of A')	

#### 30.2.1. BUDGET FOR EQUIPMENT

Sl. No.	Generic name of the Equipment along with make & model	Imported/Indigenous	Estimated Costs (in Foreign Currency also)*	Spare time for other users (in %)

\* includes transport, insurance and installation charges.

30.2.2. Justification for the proposed equipment.

31. Time Schedule of Activities through BAR Diagram

32. List of facilities being extended by parent institution(s) for the project implementation.

A) Infrastructural Facilitie

Sr. No.	Infrastructural Facility	Yes/No/ Not required Full or sharing basis
1.	Workshop Facility	
2.	Water & Electricity	
3.	Laboratory Space/ Furniture	
4.	Power Generator	
5.	AC Room or AC	
6.	Telecommunication including e-mail & fax	
7.	Transportation	
8.	Administrative/ Secretarial support	
9.	Information facilities like Internet/ Library	
10.	Computational facilities	
11.	Animal/ Glass House	
12.	Any other special faciity being provided	

B. Equipment available with the Institute/ Group/ Department/ Other Institutes for the project:

Equipment available with	Generic Name of Equipment	Model, Make & year of purchase	Remarks including accessories available and current usage of equipment
PI & his group			
PI's Department			
Other Inst in the region			

34. Detailed Bio-data of the Investigator(s)/Co-Investigator(s)

- Name, Address, Date of Birth, Institution's Address etc.
- Academic Qualifications (University/College from where attained, year of passing, class, Thesis title etc.)
- Publications list (Title of paper, authors, Journal details, pages, year etc.)  
Patent list, if any

35. Details of Research Projects being implemented/ completed/ submitted by the Investigator(s)/Co-Investigators

- Investigator(s) Name & Institute
- Project Title
- Project Status
- Completed-duration, period (from.... to.....), funding agency and total cost  
On-going-duration, date of start, funding agency and total cost  
proposed-duration, funding agency where submitted and total cost
- Summary of the project
- Major Results/ Highlights of the project including achievement (publications, patents etc.), for completed projects
- Up-to date Technical progress report for on-going projects.



36. Any other relevant matter.

File No\*\* \_\_\_\_\_

1. Title :

2. Proposed Budget for 3 years :

2.1 Total :

2.2 Equipment :

(Please give list of major/  
minor equipment)

2.3 Staff (proposed research staff) :

2.4 Other Recurring costs :

Consumables :

TA/DA:

Institutional Charges:

3. Date of receipt\*\* :

4. PI Name, Designation & Address :

5. Date of Birth :

6. Co-Investigator(s) details :

7. Date of Birth(s) :

8. Other projects with the PI/Co-PI(s) :

Sr.No.	Title	PI / Co-PI Name (s) & Institute	Cost (in rupees)	Duration	Funding Agency

**Cover sheet to be filled in by the Investigator \*\* to be filled by MoFPI**

**ANNEXURE-B****PROGRESS REPORT**

1. Project Title:	File No:
2. PI (Name & Address):	Date of Birth
3. Co-PI (Name & Address):	Date of Birth
4. Broad area of Research  4.1 Sub Area	
5. Approved Objectives of the Proposal :	
Date of Start:	Total cost of Project:
Date of completion:	Expenditure as on _____:

6. Methodology :

7. Salient Research Achievements:

7.1 Summary of Progress

7.2 New Observations:
7.3 Innovations:
7.4 Application Potential: 7.4.1 Long Term  7.4.2 Immediate
7.5 Any other
8. Research work which remains to be done under the project (for on-going projects)

9. Manpower Training :					
Ph.Ds Produced no:		Technical Personnel trained:		Research Publications arising out of the present project:	
10. List of Publications from this Project (including title, author(s), journals & year(s))					
(A) Papers published only in cited Journals (SCI)					
(B) Papers published in Conference Proceedings, Popular Journals etc.					
11. Patents filed/ to be filed:					
12. Equipment					
S No	Sanctioned List	Procured (Yes/ No) Model & make	Cost (Rs in lakhs)	Working (Yes/ No)	Utilisation Rate (%)

13. Grant Received, and Expenditure:							
Sr. No.	Sanctioned Head	Sanctioned Amount (in Rs.)	Total Released Amount (in Rs.)	Expenditure (in Rs.)			
				1st Financial Year	2nd Financial Year	3rd Financial Year	Total
1.	Equipment						
2.	JRF/SRF/RA						
3.	Consumables						
4.	TA/DA						
5.	Institutional Charges						
Total							

**Signature of PI**

**Date**

**Signature of  
Head of Institute  
/ Organization**

Note: No column should be left blank, in such cases write Not applicable (NA) wherever applicable. Additional sheets may attach wherever needed.

**FINAL PROJECT COMPLETION REPORT (PCR)**

- Notes:**
1. 10 copies of the Final Project Completion Report (PCR) should be sent within one month of the completion or termination of the project.
  2. The PCR should be in bound form.
  3. Cover page should include the title of the project, file number, names and addresses of the investigation.

1. Title of the project:
2. Principal Investigator(s) and Co-Investigator(s):
3. Implementing Institution(s) and other collaborating Institution(s):
4. Date of commencement:
5. Planned date of completion:
6. Actual date of completion:
7. Objectives as stated in the project proposal:
8. Deviation made from original objectives if any, while implementing the project and reasons thereof:
9. Experimental work giving full details of experimental set up, methods adopted, data collected supported by necessary table, charts, diagrams & photographs:
10. Detailed analysis of results indicating contributions made towards increasing the state of knowledge in the subject:
11. Conclusions summarising the achievements and indication of scope for future work:
12. S&T benefits accrued:

- i. List of Research publications

S No	Authors	Title of paper	Name of the Journal	Volume	Pages	Year

- ii. Manpower trained on the project
  - a) Research Scientists or Research Associates
  - b) No. of Ph.D. produced
  - c) Other Technical Personnel trained
- iii. Patents taken, if any

### 13. Financial Position:

No	Financial Position/ Budget Head	Funds Sanctioned	Expenditure	% of Total cost
I	Salaries/ Manpower costs			
II	Equipment			
III	Consumables			
IV	Contingencies			
V	Travel			
VI	Institutional Charges			
	<b>Total</b>			<b>100%</b>

### 14. Procurement/ Usage of Equipment

a)

S No	Name of Equipment	Make/ Model	Cost (FE/ Rs)	Date of Installation	Utilisation Rate (%)	Remarks regarding maintenance/ breakdown

b) Plans for utilising the equipment facilities in future

Name and Signature with Date

a. \_\_\_\_\_  
(Principal Investigator)

b. \_\_\_\_\_  
(Co-Investigator)

Date:

Head of Institute/Organization

Note: Final project Completion Report (PCR) is expected to be self-contained complete report of the work done. Please do not leave any column unanswered.



**STATEMENT OF EXPENDITURE**

1. Sanction Order No and date:
2. Total Project Cost:
3. Revised Project Cost:  
(if applicable)
4. Date of Commencement:
5. Statement of Expenditure:  
(month wise expenditure incurred during current financial year)

Month & year	Expenditure incurred/ committed

6. Grant received in each year:
  - a. 1<sup>st</sup> Year :
  - b. 2<sup>nd</sup> Year:
  - c. 3<sup>rd</sup> Year:
  - d. Interest, if any:
  - e. Total (a+b+c+d):

*Statement of Expenditure*

**(to be submitted financial year wise ie. DOS\* to 31<sup>st</sup> March of that financial year say 20XX, 01-04-20XX till 31.03.20XX+1 year and so on)**

Sr No	Sanctioned Heads	Funds Allocated (indicate sanctioned or revised)	Expenditure Incurred				Balance as on (date)	Requirement of Funds upto 31 <sup>st</sup> March next year	Remarks (if any)
			<u>1<sup>st</sup> Year</u>  (DOS to to 31 <sup>st</sup> March next year)	<u>2<sup>nd</sup> Year</u>  (1 <sup>st</sup> April to 31 <sup>st</sup> March next year)	<u>3<sup>rd</sup> Year &amp; so on</u>  (1 <sup>st</sup> April to 31 <sup>st</sup> March next year)	Total			
I	II	III	IV	V	VI	VII (IV + V + VI)	VIII (III – VII)	IX	X
1.	Manpower costs								
2.	Consumables								
3.	TA / DA								
4.	Equipment								
5.	Institutional charges								
Total									

Name and Signature of Principal Investigator:

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

Signature of Competent financial authority:

(with seal)

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

\* DOS – Date of Start of project

- Note : 1. Expenditure under the sanctioned heads, at any point of time, should not exceed funds allocated under that head, without prior approval of MoFPI i.e. Figures in Column (VII) should not exceed corresponding figures in Column (III)
2. Utilisation Certificate for each financial year ending 31<sup>st</sup> March has to be enclosed.

**COST DETAILS OF PERMANENT EQUIPMENT/ ASSET**

S No	Name of Equipment/ Asset with manufacturer & model name, etc. and date of procurement	Sanctioned Amount		Actual Expenditure*		Other expenses, if any **	Utilisation Rate (%)
		FE	Rs	FE	Rs		
1.							
2.							
3.							
Total							

\* This should include only the cost of equipment, insurance and freight charges.

\*\* Other expenses such as bank charges, agency commission etc. should be avoided through appropriate negotiations. If unavoidable expenses are incurred, the same may be indicated.

Name and Signature  
of Principal Investigator:  
Date:

Signature of Competent  
financial authority: \_\_\_\_\_  
(with seal)  
Date: \_\_\_\_\_

**PROFORMA FOR RULE 209 (1) OF GFR 2005**

**UNDERTAKING**

I, \_\_\_\_\_ s/o \_\_\_\_\_ R/o \_\_\_\_\_ (*Address*) \_\_\_\_\_, the deponent do hereby solemnly affirm and declare on oath as under: -

1. That the deponent is the Competent authority in the Organization. (*Name of firm and address*) \_\_\_\_\_.
2. That the organization has not availed any financial assistance for the same purpose or the R&D activity from the Ministry of Food Processing Industries in the past.
3. That the deponent do hereby affirm that the Organization will not apply/ has not applied for/ obtained any grant/ subsidy from any Ministry/ Central Government Department/ GOI organizations/ any agency of State / Central Government for the same purpose/ activity.
4. That all the documents, explanations/ information's etc. submitted by the organization from time to time are true, correct and complete to the best of its knowledge and belief.

Deponent

**Verification:**

Verified that the content of this affidavit are true and correct to the best of the knowledge and belief of the deponent and no part of this affidavit is kept concealed therein, If anything is found false in this Affidavit subsequently deponent and organization shall alone be liable jointly and severally for action under the laws, hence verified at \_\_\_\_\_ (*Place*) \_\_\_\_\_ on \_\_\_\_\_ (*Date*) \_\_\_\_\_.

Deponent

**Terms and Conditions of the Grant**

1. I shall from time to time disclose fully to Ministry of Food Processing Industries (MoFPI) the progress of any other investigations undertaken by me while in receipt of such assistance as aforesaid.
2. I confirm that, at any time during the course of such assistance or within a period of three years after the completion of the project, if I shall make any invention arising out of or in connection with the said Investigation, I shall hold the same in trust on behalf of MoFPI and I shall forthwith disclose to MoFPI.
3. I confirm that the Applicant organization (Private organization) accepts that the remaining expenditure will be borne by them from their budget.
4. Confirmation that,
  - (a) Necessary provision for housing the equipment procured out of MFPI grant and other infrastructure facilities have been created,
  - (b) These equipment (or any one equipment) will not be shifted to any other place of work/laboratory/Department for any reason, as the set is for specialized research work and,
  - (c) The University/organisation will bear the cost of maintenance and repair of the equipment procured out of MFPI grant.
5. I confirm that the equipment will be procured through competitive bidding directly from manufacturers or their authorized agent(s). Further, in case of private organizations/universities/institutions, they shall submit copy of purchase order for the equipment to be purchased.
6. The result of the project shall be shared with the Ministry within the stipulated time and progress report will be sent (as per standard Proforma) as and when demanded by the Ministry, normally once a year.
7. At the end of each financial year (FY) and at the time of seeking further instalment of grant, I shall submit the following documents strictly as per the Ministry formats:
  - a) Two copies of Statement of Expenditure (SE) including expenditure for the previous financial year (in original); as per Annexure D

- b) Technical Progress Report as mentioned above in Para 6.
  - c) List of Assets acquired till that Financial Year.
8. I confirm that, (a) the research carried out with the financial assistance of MFPI shall be in public domain, (b) the equipment procured out of MFPI grant will be property of MFPI/GOI and may be utilized as Business/R&D Incubation Centre after the research is completed for testing / Research / Product Development etc by other Institute / organizations on payment basis.
9. I confirm that employing any research or other staff for the instant project does not imply any assurance or guarantee for subsequent employment by MFPI. The Ministry will not be concerned / answerable for any legal issues related to further employment / payment of salary / wages etc and it will be solely the responsibility of the University / Institution where he/she is working.
10. I confirm that any financial assistance for the proposed project shall not be obtained / taken from other sources (except industrial partner).
11. As per the current guidelines, an affidavit/undertaking duly notarized / verified by competent authority / chief administrator of the organization in compliance with rule 209 [I] of GFR 2005, (Annexure-E) shall be submitted.
12. Confirmation that the proposed equipment to be procured out of MFPI fund are not already available with any division/section of the institute/ organization.
13. Expert Committee recommendation is subject to Administrative and Financial Approval of Competent Authority of the Ministry. The eligibility and pattern of assistance is that the Government organizations will be considered for financial assistance to the tune of 100% of equipment cost plus cost of consumables and expenditure related to JRF/SRF/RA and or Research / Project Assistant, specific to the project of specified duration up to three years only. No assistance will be provided for already existing equipments. Government organization will also be eligible for availing grant towards TA/DA and Institutional Charges as per the guidelines and Private organizations will be eligible for financial assistance towards the cost of equipment only to the tune of 50% in General Areas and 70% in the Difficult Areas. 100% grant will be provided for the Ministry sponsored project to (s) reputed public funded organization only in cases of cutting edge areas of research leading to development of innovative products, processes and manufacturing practices.

14. Undertake to refund unspent balance within 3 months of completion of project, else interest may be levied on that unspent amount as per provisions of GFR(s).
15. I hereby undertake to abide by the current Terms and Conditions for R&D Schemes.

**Signature of P.I.**

**Date:**

**Signature of  
Head of Institute  
/ Organization**

**(To be prepared on Non-Judicial Stamp paper of Rs. 100/-)**

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s \_\_\_\_\_, a \_\_\_\_\_ (Type of organization) incorporated / registered under the \_\_\_\_\_ (Name of the Act) and having its registered office at \_\_\_\_\_ (hereinafter called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) well and truly to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents.

SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand \_\_\_\_\_.

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries' Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_

(hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in favour of the Obligors grants-in-aids-in-aid of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) for the purpose of \_\_\_\_\_ (description of the project) at \_\_\_\_\_ out of which the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms & conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).



THAT the Obligers shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligers individually and jointly will be liable to refund to the President of India, the entire amount of the grants -in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligers agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligers.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No. \_\_\_\_\_  
Dated

\_\_\_\_\_ passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

\_\_\_\_\_  
Signature of the AUTHORISED  
SIGNATORY Signed for and on behalf of  
(Name of the Obliger in block letters) (Seal  
/ Stamp of Organization)

1. Signature of witness

Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Signature of witness

Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO BE FILLED UP BY THE MINISTRY

the applicant University/Institute/organisation must submit the quotation, detailed specification alongwith the copy of Purchase Order for the equipments to be procured out of Second instalment

(ACCEPTED)

For and on behalf of the President of India

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

Notary Seal & Signature

**Revised Guidelines**  
**For**  
**Scheme for Promotional Activities, Advertisement,**  
**Publicity, Studies and Surveys**

**Government of India**  
**Ministry of Food Processing industries**  
**Panchsheel Bhawan**  
**August Kranti Marg**  
**New Delhi - 110049**

# **GUIDELINES FOR PROMOTIONAL ACTIVITIES THROUGH NATIONAL/ INTERNATIONAL EXHIBITIONS/ FAIRS, WORKSHOPS/ SEMINARS AND STUDIES/ SURVEYS**

## **1. Objectives of the Scheme:-**

- (i) To organize, co-sponsor, participate in all India level seminars, workshops, fairs and exhibitions for food processing sector to encourage investment in food processing and to create awareness on plan, policy and programmes of the Ministry for promotion and development of food processing sector.
- (ii) To commission studies/surveys to assess, evaluate various aspects of food processing sectors and allied activities.
- (iii) To create awareness about schemes and activities of the Ministry through print/audio-visual media through advertisements and publicity materials.
- (iv) To organize road shows, development of software and investor facilitation activities to promote food processing sector.

## **2. The scheme has four components broadly-**

- 1) Seminars / Workshops.
- 2) Studies / Surveys.
- 3) Exhibitions / Fairs.
- 4) Advertisement and Publicity

## **3. Guidelines for each of the components of the scheme are as under:-**

### **3.1. SEMINARS/WORKSHOPS**

3.1.1 Objectives: To create awareness on various aspects of food processing sector and plan, policy and programmes of the Ministry to promote and develop food processing sector in the country.

3.1.2 Eligible Organizations: Assistance for National/International Seminar/Workshop would be provided by MoFPI under the Scheme for Human Resources and Institutions to the Apex Industry Bodies like CII, FICCI, ASSOCHAM, PHDCCI, ICC, AIFPA etc., Central/State Governments, Autonomous Bodies and Public Sector Undertakings. These organizations are required to apply in the prescribed format (Annexure-I) preferably 2 months in advance of the event. If any application is received after an event has already taken place, no assistance will be provided.

3.1.3 Criteria: The organization must ensure that the target group of participants is from food processing sector or desirous of taking up the food processing activities.

3.1.4 Pattern of Assistance: For organizing seminars/workshops, agencies will be eligible for grant up to 50% of the cost of the event or maximum of Rs. 5 lakhs. When the Ministry sponsors/co-sponsors such events, there would be no ceiling on financial assistance provided.

3.1.5 Sponsorship/Co-sponsorship: Prior confirmation from the Ministry of Food Processing industries is to be obtained by the organization, before the start of the event, if sponsorship/co-sponsorship for the event is sought by the organization.

**3.1.6. Approval & Release of Grant:-**

**(A) Approval of the grant-in aid will be considered on submission of the following information / documents: -**

- (i) An application in the prescribed format (Annexure-I).
- (ii) Confirmed date of the event/Programme Schedule.
- (iii) List of resource persons.
- (iv) Estimated expenditure & disclosure of sources of funding.
- (v) An undertaking to the effect that the organization has not availed/ applied for/will not avail grant/subsidy from any other Ministry/ Department/Agency of Govt. of India or State Govt. for the same purpose/activity/component under the provision of GFR 230(1) as per proforma enclosed (Annexure-III).
- (vi) Confirmation from the organizers that no Utilization Certificate is pending for submission by them in respect of previous grant(s), if any, availed from this Ministry.

**(B) Reimbursement of approved grant-in aid will be considered on receipt of complete post event details containing the following documents: -**

- (i) Proceedings of the event.
- (ii) Copies/cutting of advertisements/publicity done.
- (iii) List of participants.
- (iv) List of resource persons with topics/presentations made by them.
- (v) Details of sources of income and items of expenditure duly audited by C.A.
- (vi) Outcome of the event/recommendations for various stakeholders.
- (vii) Surety Bond on a non-judicial stamp paper of Rs.100/- or above as per Proforma enclosed (Annexure-II), wherever called for. **Execution of Bond will not apply to Quasi-Government Institutions, Central Autonomous Organizations and Institutions whose budget is approved by Government.**
- (viii) Proof of registration in Public Financial Management System (PFMS) for payment.

The post event reimbursement of the grant for a seminar/workshop, shall be done in one installment after receipt of the complete information/ document required as mentioned above.

**3.2 STUDIES /SURVEYS:** Study/Survey/Feasibility Report, etc. will be assisted by the Ministry as and when the Ministry commissions the same through professional agencies having domain knowledge/work experience in the subject.

3.2.1 Objectives:- To monitor/review/assess any important aspect/issue of food processing sector and the various schemes/plans/vision of the Ministry.

3.2.2 Pattern of assistance:- The Grant-in-Aid will be decided on the merits of the proposal and nature of the work to be executed or through bid process wherever applicable. There will be no financial ceiling of assistance on the study/survey/ evaluation work commissioned by the Ministry.

### **3.3 EXHIBITIONS / FAIRS/ROAD SHOWS**

3.3.1 Objectives:

- To disseminate information regarding opportunities in food processing industry.
- To familiarize the existing and prospective entrepreneurs with modern technology, processes and products of food processing and packaging.
- To develop market and popularization of process/value added products/ machinery etc.
- To attract investments in food processing sector.
- To assess potential and other relevant aspects of food processing sector on sectoral and regional basis.

3.3.2 Eligible Organizations:

The Ministry on its own or in close association with APEDA, CFTRI, ITPO Industry Associations etc. may participate in national/international exhibitions/fairs. The quantum of assistance depends on the merits of proposal. Government/Academic Bodies, National Level Industries Associations like FICCI, CII, ASSOCHAM, PHDCCI, ICC, and AIFPA etc, can apply directly in the prescribed format. The proposal should be submitted preferably 2 months in advance of event. In case an event has already taken place assistance shall not be provided. For participation in fairs/exhibitions abroad, assistance may be provided to government/ government organizations.

3.3.3 Criteria: The target group must be from processed and allied sectors.

3.3.4 Pattern of Assistance:

- (i) When Ministry in close association with APEDA, CFTRI, ITPO, Industry Associations etc. participates in national/ international exhibitions/fairs, financial assistance shall be provided for items of expenditure like space rentals, construction of stalls/pavilion, publication of literature etc., arranging investor meet, making audio-visual digital display and presentations, promotional movies etc.
- (ii) In case of financial assistance to any institution/ organization for organizing a fair/exhibition or sponsoring/co-sponsoring of a fair/exhibition, quantum of assistance shall be decided on merits of the proposal.

3.3.5 Reimbursement / Release of Grant:

Financial assistance will be released/reimbursed in one installment as per the following terms of payment: -

**(A) Approval of the grant-in aid will be considered on submission of the following information / documents: -**

- (i) An application in the prescribed format.
- (ii) Confirmed date of the event / programme Schedule.
- (iii) Estimated expenditure & disclosure of sources of funding.
- (iv) A Certificate to the effect that the organization has not availed / applied for / will not avail grant / subsidy from any other Ministry / Department / Agency of Govt. of India or State Govt. for the same purpose / activity / component under the provision of GFR 230(1) as per pro-forma enclosed (Annexure-III).
- (v) Confirmation from the organizers that no Utilization Certificate is pending for submission by them in respect of previous grant(s), if any, availed from this Ministry.

**(B) Reimbursement of approved grant-in aid will be considered on receipt of complete post event details containing the following documents: -**

- (i) Proceedings of the event.
- (ii) Copies/cutting of advertisements/publicity done.
- (iii) List of participants/exhibitors.
- (iv) Details of sources of income and items of expenditure duly audited by C.A.
- (v) Outcome of the event/recommendations for various stakeholders.
- (vi) Surety Bond on a non-judicial stamp paper of Rs.100/- or above as per proforma enclosed (Annexure-II), wherever called for. Execution of Bond will not apply to Quasi-Government Institutions, Central Autonomous Organizations and Institutions whose budget is approved by Government.
- (vii) Proof of registration in Public Financial Management System (PFMS) for payment.

The post event reimbursement of the grant for a seminar/workshop, shall be done in one installment after receipt of the complete information/ document required as mentioned above.

**3.3.6 MINISTRY'S PARTICIPATION IN THE FAIRS/EXHIBITIONS**

Participation of the Ministry on its own in the fairs / exhibitions may be made through its own officers / resources or through engagement of Event Management Agency / industry bodies selected, after following due procedure. If an Agency is selected to represent MoFPI, it should be mandatory for the Agency to furnish an audited Income Expenditure Statement for the event. The selected agency shall submit a post event report along with the photographs, visitors book and visiting cards etc and invoice/bill. After receipt of these documents etc and on the basis of the report submitted by the representative of the Ministry, their payment will be released in one installment.



### **3.3.7 Financial Assistance to Government/ Government Organizations for Participation in Exhibitions / Fairs Abroad**

For participation in fairs/exhibitions abroad, 25% of the actual rental for the space taken by the Government / Government Organizations will be provided by MFPI subject to maximum of Rs. 20.00 lakhs in a year.

Grantee institution/ organization must apply in the format prescribed by MoFPI for financial assistance for organizing Seminars/ Workshops/ Exhibitions/ Fairs (Annexure-I) indicating all the required details at least two months in advance of the event.

### **3.4 Advertisement and Publicity**

Ministry will publish various advertisements in print media i.e. Newspaper, magazine, and audio-visual spots in Radio/TVs, etc. for promotion of various schemes and allied activities being undertaken by the Ministry to promote Food Processing sector. The expenditure on advertisement will be borne as per DAVP rates wherever available.

The Ministry will also create various print materials like brochures, e-books, pocket books, etc., multimedia aids like CDs, pen drives, social media digital contents, promotional movies, etc., software development and required accessories for interactive digital display, investor facilitation website, etc. The above work will be executed through competitive bidding process/through empanelled agencies on DAVP rates wherever available.

#### **3.4.1 HOW TO APPLY**

Application in the prescribed format i.e. Annexure-I for organizing seminars/workshops/exhibitions/fairs/road shows to be submitted to MFPI. Applications in the prescribed format i.e. Annexure-IV to be submitted to MFPI for financial assistance for conduct of studies/surveys. Application formats are available on MFPI website: [www.mofpi.nic.in](http://www.mofpi.nic.in)

**Application Form**

For Financial Assistance for organizing Seminars/ Workshops/Exhibitions/Fairs / Study Tours

1. **Organiser/Promoter:**  
 Name & Address  
 Telephone/fax/e-mail nos.  
 (Please attach copies of Registration certificate, Memorandum and Articles of Association and Audited Annual Accounts for the last three years)
2. **Main activities of the Organization**
3. **Name of the event, i.e., Seminar/workshop/ Exhibition/Fairs (Subject details of the event may be indicated)**
4. **Date(s) and period of the proposed event**
5. **Venue (preferential treatment will be given for holding the event in areas where SC/ST Population is predominant)**
6. **Objective of the event (with specific relevance to promotion of food processing industries)**
7. **No. of participants (Target group of the participations may be indicated)**  
  
 From India  
 From Abroad
8. **Estimated expenditure with detailed break- up of expenditure**
9. **Whether the organization is prepared to contribute 50% of the estimated expenditure**
10. **Sources of funding: -**
  - i. MFPI's assistance sought
  - ii. Grant sought to be received from Other Government bodies/organizations Including private organizations etc
  - iii. Organizers' own contribution
  - iv. Income from registration/ participation fees
  - v. Income from souvenir
  - vi. Income from other sources (to be identified)
11. **Details of Resources persons (Faculties/speakers) (Their names, address and topics to be addressed by them to be mentioned)**
12. **Experience of the Organiser/promoter (In case, they have organized similar event (s) earlier, their details along with the outcome may also be indicated)**
13. **A Certificate indicating details of grants received from this Ministry and/or any other Ministry /Department of the Central Government duly Affirmed and attested by Notary (applicable in the case of NGOs).**

14. Whether Utilisation Certificates for earlier (prior to April, 2017) grants-in-aid received from MFPI in from 19-A, duly countersigned by a Chartered Accountant has been furnished if so, a copy of the same may be enclosed. If not, the same may please be furnished along with this application.
15. Please indicate briefly the capabilities of the organization to conduct the event leading to logical conclusions/recommendations for the benefit of processed Food sector.

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

Signature  
(Stamp)

**SURETY BOND**

KNOW ALL MEN BY THESE PRESENTS that we, M/s-----, a (Type of organization) incorporated / registered under the----- (Name of the Act) and having its registered office at----- (here in after called the "Obligors") are held fully and firmly bound to the President of India (hereinafter called the "Government") for sum of Rs. ----- (Rupees -----only) . We /I to be paid to the Government on demand and without a demur for which payment we firmly bind ourselves and our successors and assignees by these presents. Signed on the day of in the year two thousand-----.

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing Industries Sanction Order No.----- Dated ----- (hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and a copy whereof is annexed hereto and marked as Annexure-1, agreed to make in favour of the Obligors grants-in-aid of Rs. (Rupees-----only) for the purpose of----- (description of the project) at----- out of which the sum of Rs. ----- (Rupees -----only) have been paid to the Obligors (the receipt of which the Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in the terms and manner contained hereinafter which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfill and comply with all the conditions mentioned in the letter of sanction, the above written Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force and virtue. The Obligors will abide by the terms & conditions of the grants-in-aid by the target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aids and entrust execution of the Scheme or work concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants-in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged upto the date of its refund to the Government, unless it is agreed to be carried over.

The Obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligors.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligers and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligers the day herein above written in pursuance of the Resolution No.

Dated \_\_\_\_\_ passed by the governing body of the Obligers, a copy whereof is annexed hereto as Annexure-II and by

\_\_\_\_\_ for and on behalf of the president on the date appearing below: -

Signature Signed (Name of the (Seal / Stamp of Organization)	of for of the	the and Obliger	AUTHORISED on in	SIGNATORY behalf block letters)
---	---------------------	-----------------------	------------------------	--

1. Signature of witness  
Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Signature of witness

Name & Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO BE FILLED UP BY THE MINISTRY OF FOOD PROCESSING INDUSTRIES  
(ACCEPTED)

For and on behalf of the President of India

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

**GFR 230(1)****UNDERTAKING**

I.....son  
of.....aged .....Chairman/President/  
Director/Secretary / ..... of(Name of the organization) and address  
..... hereby affirm and  
declare as under -

1. That the organization has not availed / applied for / will not avail grant/ subsidy from any other Ministry / Department / Agency of Govt. of India or State Govt. for the same purpose / activity / component.
2. That all the documents, explanations / information etc. submitted by the company from time to time are true, correct and complete to the best of the company's knowledge and belief.

I also affirm that the Declaration / Certification given above by me is true and fair to the best of my knowledge and belief.

**Signature**

**VERIFICATION**

Verified that the contents of this certificate are true and correct to the best of my personal knowledge and belief. If anything is found false in this certificate subsequently, my organization and I shall be liable jointly and severally for action under the laws.

**Signature**

## **Application Form**

### **For Financial Assistance for Conduct of Studies/ Surveys**

1. Name of the Organization  
Address  
Telephone/fax/E-mail nos.  
(please attach copies of Registration certificate.  
Memorandum and Articles of Association  
And audited annual accounts for the last three years)
2. Main activities of the organization
3. Purpose and subject of the study/Survey
4. Methodology to be adopted
5. Detailed terms of reference
6. Benefits from the proposed study/Survey
7. Whether at least two beneficiaries have been roped with the study and whether beneficiaries are prepared to contribute 10% of the cost.
8. Whether SCs & STs would be benefited directly or indirectly from the project.
9. Time for completion of the study & Implementation schedule
10. Cost of the study along with detailed break-up.
11. Whether the organization is agreeable to contribute 50% of the cost of the study.  
if so, the source of funding may be indicated
12. Amount of assistance sought from MFPI
13. Payment Scheduled
14. Details of previous studies conducted by the organization. Please furnish a copy of best report with following details: -

Subject of <i>Study</i>	Organization For which done	Year	<i>Amount</i>
15. An affidavit indicating details of grants received from this Ministry and/or any other Ministry/Department of the Central Government duly affirmed on oath and attested By Notary (applicable in the case of NGOs)			
16. Whether Utilization Certificate for earlier Grants-in-aid received from MFPI in Form 19-A, duly countersigned by a Chartered Accountant has been furnished. If so, a copy of the same to be enclosed. If not the same to be furnished along with this application.			
17. Enclose technical bio-data of Consultants Proposed to be engaged for the project.			

Date .....

Signature

(Stamp)



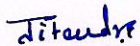
Dated: 11/03/2019

**Subject: Amendment in Operational Guidelines for Scheme for Human Resources and Institution -Skill Development (SHRISD) dated 05.10.2018**

Ministry of Food Processing Industries is implementing Scheme of Human Resources and Institution- Skill Development (SHRISD) under PMKSY and the operational guidelines for the scheme was uploaded on Ministry website on 05.20.2018. The scheme is open for application for applicants' desirous of availing grants under the scheme.

2. In order to make the scheme more attractive and investor friendly, operational guidelines of the scheme has been further amended by including Ministry assisted Mega Food Parks and Agro Processing Clusters as eligible categories for financial assistance for Plant and Machinery of approved job roles under the Scheme. Also, provision for PMU has been dispensed with under the revised guidelines.

3. Modified operation guidelines **(as enclosed at Annexure-I)** for Scheme of Human Resources and Institution- Skill Development (SHRISD) is hereby notified for information to all the stakeholders and public at large. Interested applicants are requested to apply as per revised guidelines.

  
(Jitendra Kumar)  
Director, Government of India  
e-mail: [jitendra.shukla73@gov.in](mailto:jitendra.shukla73@gov.in)

**F. No. I-13033/1/2016-Institution Division(Part)**  
**Ministry of Food Processing Industries**  
**Government of India**  
**Panchsheel Bhawan, August Kranti Marg,**  
**New Delhi-110049**

Dated: 11.03.2019

Subject: - Revised Operational Guidelines for Scheme for Human Resources and Institution - Skill Development (SHRISD)

**1. Introduction:**

The Ministry has formulated a Scheme for Human Resources and Institution - Skill Development (SHRISD) under the Central Sector Scheme Pradhan Mantri Kisan Sampada Yojana for a period coterminous with the 14th Finance Commission cycle. The guidelines of the Scheme were issued by this Ministry on 20/11/2017. Now the guidelines of the Scheme are being revised on the basis of inputs received from various stakeholders.

**2. OBJECTIVES OF THE SCHEME:**

The Scheme aims to achieve the following objectives:

- (i) Develop training/ Course modules in English, Hindi and recognized regional languages based on the Qualification Packages (QPs) validated by the NSDA as National Occupational Standards for different job roles in various sectors of Food Processing Industries.
- (ii) Assist Training Centers (TCs) for building requisite infrastructure for providing skill training for different job roles.
- (iii) Augment number of skilled workforce in different domains of food processing industries like floor level workers, Operators, Packaging and assembly line workers, quality control supervisors etc. and to meet the skilled Human Resources requirement in food processing sector.
- (iv) In the long run, upgrade the skills of the workers for various job roles in food processing sector depending upon their educational qualification, available/ future technological trends and the job role potential in various sectors of food processing, which can make them eligible for a suitable employment or self-employment.
- (v) Help create enabling resources of Training Partners (TPs) and course content developers to implement various skill development programs of food processing sectors in the country dovetailing with initiatives under the Pradhan Mantri Kaushal Vikas Yojana (PMKVY).

### **3. COMPONENTS OF THE SCHEME:**

The Scheme will have following components:

- (i) Development of Course Curriculum/ Training Module in English, Hindi and translation of the same in recognized regional languages (as per 8<sup>th</sup> schedule) based on the Food Processing QPs validated by NSDA as National Occupational Standards.
- (ii) Establishing Training Center (TC) / Expansion of Existing Training Centre to impart skill training on various job roles in food processing as per National Skill Qualification Framework (NSQF).

### **4. IMPLEMENTATION OF SCHEME COMPONENTS-**

The components of the scheme will be implemented as per the National Skill Qualification Framework (NSQF) and operational procedures established by the Sector Skill Council i.e. Food Industry Capacity & Skill Initiative (FICSI). The development of course curriculum/ training modules/ translation of training modules in regional languages is required to be as per validation of NSDC.

#### **4.1. Development of Course Curriculum/ Training Module in English, Hindi and translation of the same in recognized regional languages based on the QPs validated by NSDA as National Occupational Standards**

**4.1.1.** In order to impart standardized skill training, devising modular training curriculum for each job role in accordance to the QPs validated by NSDA is of paramount importance. High quality course content in English, Hindi and Regional languages in print as well as in multi-media for each job role identified under sub-sector, developed and translated under the scheme, shall be available to the training centers for conducting skill training on respective job roles of Food Processing Sector.

**4.1.2.** Following category of institutions/organizations shall be eligible to (i) All recognized Central / State/ Deemed Universities or its Departments of Food processing Technology, (ii) Colleges/Institutions of Food Technology affiliated with Central/ State Govt. Universities, (iii) Professional agencies with past experience in developing training modules, (iv) National level Food Processing Industry Associations/ Food Processing Wing of National level Industry Associations/Chambers of Commerce

#### **4.1.3 Pattern of Assistance (As Grants-in-aid):**

- a) Grants-In-Aid would be provided to the eligible Institutions/organizations upto a maximum of Rs. 5.00 lakhs per QP for development of training module both in print and Multi-media for each job role.

- b) Up to a maximum of Rs. 0.50 lakh per QP would be provided for the translation of already developed training modules in recognized regional languages as per 8<sup>th</sup> schedule both in print and Multi-media for each job role.
- c) The grant will be released after the training modules are developed / translated and are further validated by Industry and accepted by Food Industry Capacity & Skill Initiative (FICSI).
- d) Copyright of the training module, so developed, shall lie with the respective developer. However, MoFPI shall have unrestricted right of usage without any obligation to pay royalty and may authorize any training center to use the material.

#### **4.1.4. Method of Application:**

- a) The applicant institute/*organization* need to apply in prescribed format **(Annexure-I)** submitting therewith Food Processing sector training modules/ translated training modules duly validated by Industry and accepted by FICSI. Development of course content in sectors, other than Food Processing, shall not be eligible for assistance under the scheme.
- b) The application is required to be forwarded by Head of the Department/ Institution/*organization*.
- c) The application is to be accompanied with a confirmation letter from FICSI that the training module/ translation of the training module has not previously been done by any other agency/ institute. The date on which proposed training module is accepted by FICSI should be later to the date on which applications for grants under the scheme is called for by the Ministry.
- d) Applicant has to provide Surety Bond in **Annexure-III** and an affidavit that he has not availed assistance from any Government Agency for development of same training module **Annexure-IV**.

## **4.2 Establishing Training Center (TC) / Expansion of Existing Training Centre to impart skill/ training on various job roles in food processing.**

**4.2.1** To impart training for specific job roles in food processing sector, TCs are required to be equipped with specific machineries as prescribed under training modules. In order to help establishing new TCs and getting them affiliated/accredited with FICSI/*NSDC*/State Skill *Missions* or to expand the existing TCs, grants in aid will be provided to Training Partners for purchase of plant & machinery as per the requirement of specific Food Processing training module.

**4.2.2 Eligibility:** Following Institutions/*Organizations* shall be eligible to apply under the scheme-



- a) Recognized Central/State/Deemed University or its Department of Food Processing Technology.
- b) Colleges/Institutions of Food Technology, affiliated with Central/ State Govt. Universities.
- c) Govt. approved Industrial Training Institutes (ITIs),
- d) NABL accredited Food Labs,
- e) Training Partners having permanent/ temporary affiliation with or accreditation by FICSI, NSDC or State Skill Missions.
- f) MoFPI assisted Mega Food Parks and Agro Processing Clusters

#### **4.2.3 Pattern of Assistance (As Grant-in-aid):**

- a) Grants-In-Aid will be provided at the rate of 50% of cost of plant & machineries required for a NSDA/NSDC validated training module subject to a maximum of Rs. 15 lakh per training module.
- b) Grants-In-Aid will be provided to maximum of five training modules per TC, provided there is no overlap in plant and machinery. In case any machinery is required for more than one training module, Grants shall be provided only one number of that machinery, irrespective of number of training modules for which Grants is being provided.
- c) The Grants-In-Aid will be released by the Ministry to eligible institutions/organizations in two equal installments i.e. 50% advance and remaining 50% after the plant machinery has been purchased and installed by the Institute/ organization.
- d) Plant and machinery prescribed by NSDC/ FICSI from time to time for different training modules shall be eligible for Grants under the scheme. The current list of plant & machinery is available at URL ([http://smart.nsdcindia.org/knowledge\\_bank.aspx](http://smart.nsdcindia.org/knowledge_bank.aspx)).

#### **4.2.4 Method of application:**

- a) The applicant institute/ TC need to apply in prescribed format (**Annexure-II**) with details of Plant & machinery proposed to be purchased as per the training modules validated by NSDA/NSDC along with cost estimate of each item. Application need to be accompanied with Quotations, based on which cost estimates have been arrived at.
- b) The application is required to be forwarded by Head of the Department/ Institution/organization.
- c) The application should be accompanied with certificate from FICSI, NSDC or State Skill Mission to the effect that the training Partner has been affiliated to/accredited with the respective body. TPs with temporary affiliation/ accreditation are also eligible to apply under the scheme. However, prior to release of the second and final installment of Grants in Aid, they shall be required to get their training center audited by the respective affiliation/ accreditation body and should have permanent Affiliation/ Accreditation.

- d) The applicant has to certify that plant & machinery proposed to be purchased for the TC, where Training is proposed to be imparted, is as per the requirement of the training module of \_\_\_\_\_ (name of Sector and Job role).
- e) Applicant has to submit a Surety Bond (Annexure-III) as well as an affidavit to the effect that no assistance has been availed from any Government Agency for the same purpose (Annexure-IV).

## **5. SUBMISSION OF PROPOSALS:**

All proposals are to be submitted in the prescribed format online on the web portal of MoFPI with relevant documents.

## **6. APPROVAL OF PROPOSALS & RELEASE OF GRANTS-IN-AID:**

The proposals received under both the components of the scheme will be scrutinised by a Scrutiny Committee constituted for this purpose. The Scrutiny Committee will consist of

- a. Joint Secretary (Skill Division) MoFPI - Chairperson
- b. Director/Deputy Secretary (Skill Division) MoFPI - Member Secretary
- c. Deputy Secretary/Under Secretary (Finance) MoFPI - Member
- d. Nominee of NIFTEM- Member
- e. Nominee of IIFPT - Member
- f. CEO, FICSI or his nominee - Member

The proposals recommended by Scrutiny Committee under Development of Course Curriculum/ Training Module component shall be considered by the Ministry for final approval and release of the eligible Grant.

For establishment/ expansion of Training Centre (TC), release of the eligible Grants-in-Aid shall be made in the following two stages:

- i. A proposal meeting the prescribed eligibility conditions and found complete in all respect will be recommended by the Scrutiny Committee to the Ministry for consideration of approval. If approved by the Ministry, 50% of the eligible Grant shall be released in advance.
- ii. After purchase and installation of the equipment for the job role (s) and fulfillment of the following conditions as well as any other condition (s) imposed by the Ministry in Approval letter, release of second and final installment of Grant shall be considered by the Ministry against the eligible expenditure incurred by TP:

- a) Submission of voucher/bill of the Plant and machinery installed.
- b) Submission of certificate of permanent affiliation/ accreditation by FICSI, NSDC or State Skill Mission.
- c) Submission of a certificate from NSDC/FICSI/State Skill Mission/concerned District Labour/Employment Officer to the effect that the applicant Training Center is operational prior to release of the second and final installment of Grants in Aid.
- d) Submission of a Certificate from Chartered Engineer duly countersigned by Head of Department/Institution for installation of plant and machinery as per Annexure-V needs to be submitted.

Release of the instalment(s) of Grant shall be made online through PFMS and applicant need to get registered on PFMS/EAT prior to release of Grant.

\*\*\*\*\*

**ANNEXURE-I**

**Application for Development of Course Curriculum/ Training Modules based on the QPs validated by NSDA as National Occupational Standards in English, Hindi and translation of the same in recognized regional language, under Scheme for Human Resources and Institution – Skill Development (SHRISD).**

1.	NAME OF THE INSTITUTION	
2.	Nature of Organization (Company, Trust, College, University, Society, etc.)	
3.	Act under which Registered	
4.	Year of Incorporation/ Registration	
5.	Registered Address	
6.	Experience in Skilling ecosystem (In Years)	
7.	PAN No of Organization	
8.	TAN No. of organization	
9.	No of employees in the organization	
10.	Details of developed Training module along with corresponding validated QP	
10a	Whether developed in Print as well as Multi-media? (Pl provide details and enclose copy of the same)	
10b	Whether translated to recognised regional language? (Pl provide details and enclose copy of the same)	
11.	Whether training module validated by Industry and accepted by FICSI? (Pl provide validation letter)	
12.	Bank Account details	

Certified that the above information is correct and true to the best of my knowledge.

Signature\_\_\_\_\_

Name\_\_\_\_\_

Designation\_\_\_\_\_

Institution\_\_\_\_\_

Email\_\_\_\_\_

Mobile\_\_\_\_\_



**Application for Establishing Training Center (TC) / Expansion of Existing Training Centre to impart skill training on various job roles in food processing under Scheme for Human Resources and Institution – Skill Development (SHRISD)**

**PART A- GENERAL INFORMATION**

1.	NAME OF ORGANIZATION	
2.	Nature of Organization (Company, Trust, College, University, Society, etc.)	
3.	Act under which Registered	
4.	Year of Incorporation/ Registration	
5.	Registered Address	
6.	Experience in Skilling ecosystem (In Years)	
7.	PAN No of Organization	
8.	TAN No. of organization	
9.	No of employees in the organization	
10.	Detail of currently operational Training Centers	
11.	Details of Permanent/ Temporary Affiliation/ Accreditation with NSDC/ FICSI/State Skill Missions	
12.	Bank Account details	

**PART B- FINANCIAL INFORMATION**

1.	Audited Annual Turnover for the last three years	
----	--	--

**PART C-TRAINING CENTER DETAILS**

1.	Name of the Training Center	
2.	Whether Owned, Leased, Rented or Franchise?	
3.	Address of the Training Center	
4.	Details of the training on-going/ <i>proposed</i> to be conducted in the center <i>including business plan for utilisation of the equipment proposed to be purchased</i>	
5.	Whether training is being conducted under any scheme of govt. to carry out training?	
6.	Details of Job roles (Job Role Name, QP Code, NSQF Level) for which training is being conducted.	
7.	Whether training under any other sector carried out in the training center?	
8.	No. of Classrooms	
9.	Area of each classroom	
10.	Details of the training equipment available	
11.	Job Role details <b>and cost estimate</b> of the proposed Equipments/ plant & Machineries (To be supported with Quotations)	
12.	Total estimated cost	

Certified that the above information is correct and true to the best of my knowledge.

Signature\_\_\_\_\_

Name\_\_\_\_\_

Designation\_\_\_\_\_

Institution\_\_\_\_\_

Email\_\_\_\_\_

Mobile\_\_\_\_\_

**PART D- DOCUMENT CHECKLIST FOR APPLICATION**

Sl No	Items	Details/Documents Furnished or Not Furnished
1.	Certificate of Incorporation	
2.	Rent Agreement/ Franchise Agreement/ Ownership document of the training center, as applicable	
3.	PAN Card	
4.	Tan No.	
5.	Electricity Bill/Telephone Bill/ Municipal House tax Receipt for the last three months of the Training Center.	
6.	NSDC/ FICSI/ Sector Skill Council accreditation or Affiliation Certificate	
7.	Audited Financial Statements for the last three Financial Years.	
8.	Photos of:	
	a. Training Center Building	
	b. Approach Road	
	c. Each Classroom	
	d. Existing Plant & Machinery	
9	Surety Bond (Annexure III) & Affidavit in Rs.100 Non judicial stamp paper duly notarised (Annexure IV).	
10	Quotation for each equipment for which grant is being applied	

(Not applicable for quasi Government Institution Central Autonomous Organizations)

ANNEXURE-III

(To be prepared on Non-Judicial Stamp paper of Rs. 100/-)

SURETY BOND

KNOW ALL MEN BY THESE PRESENTS that we, M/s  
\_\_\_\_\_, a \_\_\_\_\_ (Type of organization)  
incorporated / registered under the \_\_\_\_\_ (Name of the Act)  
And having its registered office at \_\_\_\_\_  
(hereinafter called the "Obligors") are held fully and firmly bound to the President of India  
(hereinafter called the "Government") for the sum of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_ only) well and truly to be paid to the  
Government on demand and without a demur for which payment we firmly bind ourselves  
and our successors and assignees by these presents.  
SIGNED on the \_\_\_\_\_ day of \_\_\_\_\_ in the  
year Two Thousand \_\_\_\_\_.

WHEREAS on the Obligors' request, the Government as per Ministry of Food Processing  
Industries' Sanction Order No. \_\_\_\_\_ Dated \_\_\_\_\_

(hereinafter referred to as the "Letter of Sanction") which forms an integral part of these presents, and  
a copy whereof is annexed hereto and marked as Annexure-I, agreed to make in  
favour of the Obligors grants-in-aids-in-aid of Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only) for the purpose of  
\_\_\_\_\_ (description of the project) at  
\_\_\_\_\_ out of which the sum of Rs. \_\_\_\_\_ (Rupees  
\_\_\_\_\_ only) have been paid to the Obligors (the receipt of which the  
Obligors do hereby admit and acknowledge) on condition of the Obligors executing a bond in  
the terms and manner contained hereinafter which the Obligors have agreed to do.

NOW the conditions of the above written obligation is such that if the Obligors duly fulfil  
and comply with all the conditions mentioned in the letter of sanction, the above written  
Bond or obligation shall be void and of no effect. But otherwise, it shall remain in full force  
and virtue. The Obligors will abide by the terms & conditions of the grants-in-aid by the  
target dates, if any specified therein.

THAT the Obligors shall not divert the grants-in-aids and entrust execution of the Scheme or work  
concerned to another institution(s) or organization(s).

THAT the Obligors shall abide by any other conditions specified in this agreement and in the event of their failing to comply with the conditions or committing breach of the bond, the Obligors individually and jointly will be liable to refund to the President of India, the entire amount of the grants -in-aid with interest of 10% per annum thereon. If a part of the grants-in-aid is left unspent after the expiry of the period within which it is required to be spent, interest @10% per annum shall be charged up to the date of its refund to the Government, unless it is agreed to be carried over.

The Obligors agree and undertake to surrender / pay the Government the monetary value of all such pecuniary or other benefits which it may receive or derive / have received or derived through / upon unauthorized use of (such as letting out the premises on adequate or less than adequate consideration or use of the premises for any purpose other than that for which the grants-in-aid was intended of the property) buildings created / acquired constructed largely from out of the grants-in-aid sanctioned by the Government of India, Ministry of Food Processing Industries or the administrative Head of the Department concerned. As regards the monetary value aforementioned to be surrendered / paid to the Government, the decision of the Government will be final and binding on the Obligors.

AND THESE PRESENTS ALSO WITNESS THAT the decision of the Secretary to the Government of India in the Ministry of Food Processing Industries on the question whether there has been breach or violation of any of the terms or conditions mentioned in the sanction letter shall be final and binding upon the Obligors and

IN WITNESS WHEREOF these presents have been executed as under on behalf of the Obligors the day herein above written in pursuance of the Resolution No. \_\_\_\_\_  
Dated

\_\_\_\_\_ passed by the governing body of the Obligors, a copy whereof is annexed hereto as Annexure-II and by \_\_\_\_\_ for and on behalf of the president on the date appearing below:-

\_\_\_\_\_  
Signature of the AUTHORISED  
SIGNATORY Signed for and on behalf of  
(Name of the Obligor in block letters) (Seal /  
Stamp of Organization)

1. Signature of witness

Name & Address

---

---

---

2. Signature of witness

Name & Address

---

---

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TO BE FILLED UP BY THE MINISTRY

(ACCEPTED)

For and on behalf of the President of India

Name:\_\_\_\_\_

Designation:\_\_\_\_\_

Dated:\_\_\_\_\_

Notary Seal & Signature

**Affidavit**

**[As per GFR-230(1)]**

I ..... S/o ..... Resident of .....  
director /

proprietor of M/s ..... do here by solemnly affirms and state as follows:

(a) That organization's sister concern (s)/ inter connected company/Group company as well as the applicant company itself has not obtained any financial assistance for similar purpose from MoFPI.

(b) That the organization has not obtained/applied for or will not obtain any grant/subsidy from any Ministry/Department of Central Govt/GOI organization/agencies and State Govt for the same purpose/activity /same components.

Deponent

**Verification :**

Verified that the content of this affidavit are true and correct to the best of the knowledge and belief of the deponent and no part of this affidavit is kept concealed therein, If anything is found false in this Affidavit subsequently deponent and organisation shall be liable jointly and severally for action under the laws, hence verified at (Place) on (Date) .

Deponent

**Notary Seal& Signature**

**[Refer Para 4.3(ii)(a) of Guidelines]**

**CE Certificate (Mechanical) Format for Plant & Machinery:**

**(Letter Head of the CE)**

**CE Certificate (With membership/registration No. of CE) in the following format:-**

**Name of Training Centre:**

**Location with address:**

**Date of visit by Chartered Engineer:**

Sl. No	Name of Machinery/equipment	Quantity	Actual Cost (Lakh Rs)		Supplier / Manufacturer	Installed /Not Installed	Comments on quality, Specifications, etc.
			Basic Cost	Taxes, Freight, Installation, Insurance			
	<b>TOTAL</b>						

**It is certified that all plant and machinery for which grant being sought are new.**

**Signature and Seal of C.E.**

Counter signature of authorized signatory of from TC with Seal



**IMMEDIATE**

**F.No. 25-I(07)/2018-AHD(Coord)  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry and Dairying  
Department of Fisheries  
Plan Coordination Unit**

\*\*\*\*\*

**Krishi Bhawan, New Delhi**

**Dated the 12<sup>th</sup> June, 2019**

**To**

1. The Chief General Manager, FIDD,  
Reserve Bank of India, Central Office Building,  
10<sup>th</sup> floor, Shahid Bhagat Singh Road, Mumbai-400 001
2. The Chief General Manger, CPD,  
NABARD, 2<sup>nd</sup> floor, C Wing, C-24, G Block Bandra Kurla Complex,  
Bandra(East) Mumbai-400 051

**Subject: Operational Guidelines on Extension of Kisan Credit Card facility to Fisheries and Animal Husbandry farmers during the period 2018-19 and 2019-20-regarding.**

Madam/Sir,

In continuation of this Department's OM even No. dated 11<sup>th</sup> February, 2019, I am directed to hereby issue operational guidelines of Interest Subvention Scheme on Extension of Kisan Credit Card facility to Fisheries and Animal Husbandry farmers for a period of two years i.e. 2018-19 and 2019-20 to make the scheme coterminous with tenure of 14<sup>th</sup> Finance Commission with the following stipulations:-

- (i) In order to provide short term loans upto Rs. 2 lakh to farmers involved in activities related to Animal Husbandry and Fisheries, through a separate KCC for these activities, apart from the existing KCC for crop loan, at a concessional interest rate of 7 per cent per annum during the years 2018-19 and 2019-20, it has been decided to provide interest subvention of 2 per cent per annum to lending institutions viz. Public Sector Banks(PSBs), Private

Sector Commercial Banks(in respect of loans given by their rural and semi urban branches only), Regional Rural Banks(RRBs) and Cooperative Banks on use of their own resources. This interest subvention of 2 per cent will be calculated on the loan amount from the date of its disbursement/drawl upto the date of actual repayment of the loan by the farmer or upto the due date of the loans fixed by the Banks/RRBs/Cooperatives, whichever is earlier, subject to a maximum period of one year. In case of farmers possessing KCC for raising crops and involved in activities related to Animal Husbandry and / or Fisheries, the KCC for Animal Husbandry / Fisheries shall be within the overall limit of Rs. 3 lakh.

- (ii) To provide an additional interest subvention of 3% per annum to such of those farmers repaying on time i.e. from the date of disbursement of the working capital loan upto the actual date of repayment of farmers or upto the due date fixed by the banks for repayment of loan, whichever is earlier, subject to a maximum period of one year from the date of disbursement. This also implies that the farmers paying promptly would get short term loans @ 4% per annum during the years 2018-19 and 2019-20. This benefit would accrue to only those farmers who repay their crop loan and short term loans for Animal Husbandry / Fisheries activities on time.
- (iii) NABARD to be subvented to the extent of the difference between its cost of funds and the refinance rate. **Since the cost of funds for 2018-19 is taken at 4.25 per cent per annum which is lower than the refinance rate, subvention to NABARD on account of refinance to Cooperative Banks and RRBs would be zero for the year 2018-19.** However, for 2019-20, the subvention to NABARD on account of refinance to Cooperative Banks and RRBs will depend upon its cost of funds.
- (iv) To provide an administrative cost of 20 basis points to NABARD on its refinance assistance provided to Regional Rural Banks (RRBs) and Cooperative Banks.

2. To ensure hassle free benefits to farmers under the Scheme, the lending institutions may also be advised to make Aadhar linkage mandatory for availing short term loans during 2018-19 and 2019-20.

3. Further from 2018-19, the ISS is being put on DBT mode on "In kind"/services basis and all short term loans processed in 2018-19 are required to be brought on ISS



portal / DBT platform. Accordingly, the RBI and NABARD are requested to capture the category wise data of beneficiaries under the Scheme and report the same on ISS portal individual farmer wise to settle the claims arising from 2018-19 onwards.

4. In accordance with the instructions as above, the RBI and NABARD, the nodal agencies for implementation of Interest Subvention Scheme are requested to issue necessary instructions to PSBs, Private Sector Scheduled Commercial Banks, RRBs and Cooperative Banks about the extension of Interest Subvention Scheme to Fisheries and Animal Husbandry farmers for a period of two years i.e. 2018-19 and 2019-20 and also to adhere to provisions mentioned in para 2 and 3 above, under intimation to this Department.

5. RBI and NABARD are also requested to instruct the lending institutions to furnish their audited claims for 2018-19 to this Department with a copy to Dept. of Agriculture & Cooperation, if any, within the prescribed time limit.

Yours sincerely,

*S. majhi*  
(Sarbeswar Majhi)  
Deputy Secretary  
Tel: 011-23388534

**Copy to:**

- (i) Secretary (Expenditure), Department of Expenditure, North Block, New Delhi.
- (ii) Secretary, Department of Financial Services, Jeevan Deep Building, Parliament Street, New Delhi
- (iii) Secretary, Department of Economic Affairs, North Block, New Delhi
- (iv) Secretary, Department of Food & Public Distribution, Krishi Bhawan, New Delhi
- (v) Deputy Governor, RBI, HO, Mumbai
- (vi) Chairman, NABARD, HO, Mumbai
- (vii) CMDs of all Public Sector Banks
- (viii) The Vice President (Agriculture), Indian Banks' Association (IBA), Mumbai
- (ix) Chief Controller of Accounts, PAO, Department of Animal Husbandry, Dairying & Fisheries
- (x) Integrated Finance Division (IFD), DAHD



## **National Rural Livelihood Mission (NRLM)**

National Rural Livelihoods Mission (NRLM) was launched by the Ministry of Rural Development (MoRD), Government of India in June 2011. The program was renamed as Deendayal Antayodaya Yojana (DAY-NRLM) in November 2015. Aided in part through investment support by the World Bank, the Mission aims at creating efficient and effective institutional platforms of the rural poor, enabling them to increase household income through sustainable livelihood enhancements and improved access to financial services.

NRLM has set up dedicated sensitive support units at each level to catalyze social mobilization, build institutions, capacities and skills, facilitate financial inclusion and access to financial services, support livelihoods and to promote convergence and partnerships with various programmes and stakeholders. The units are:

- **National level** - National Rural Livelihoods Promotion Society (NRLPS)
- **State level** - State Rural Livelihoods Mission (SRLM)
- **District level** – District Mission Management Units (DMMU)
- **Block level** – Block Mission Management Units (BMMU)

An illustrative list of components being funded under the mission is given below:

- i. Social inclusion and institutions for the poor like milk producers' cooperatives
- ii. Promotion and setting up institutions of the poor at various levels.
- iii. Training, Capacity building and skill building
- iv. Revolving Fund and Capital Subsidy
- v. Universal Financial Inclusion
- vi. Provision of Interest Subsidy
- vii. Stabilizing and enhancing the existing livelihoods like cattle rearing, forest produce, fishing, and traditional non-farm occupations and subsequently diversifying their livelihoods
- viii. Infrastructure creation and Marketing support
- ix. Convergence with other programmes of the Ministry of Rural Development and other Central Ministries and programmes of state governments for developing synergies directly and through the institutions of the poor.

The details of the components being funded under the mission may be accessed from the NRLM Website: <http://www.aajeevika.gov.in/>



**F. No. 11015 / 06 / 2016 – SG - II**  
**Government of India**  
**Ministry of Tribal Affairs**

Shastri Bhavan, New Delhi  
Dated: 17.06.2016

To,

1. Chief Secretary to State Govt. / UT Administration (All States / UTs)
2. Principal Secretary / Secretary (in charge of) Tribal Development (All States)
3. Commissioner / Director (Head of Department), Tribal Development (All States)

**Sub: Guidelines for Inter-State allocation of funds and implementation of Programmes / Activities under Special Central Assistance (SCA) to Tribal Sub Plan (TSP) during 2016-17 and onwards.**

Sir,

Following guidelines are hereby laid down for allocation of funds and use of Special Central Assistance (SCA) to Tribal Sub Plan (TSP) during current fiscal 2016-17 and afterwards.

**1. General Features**

- 1.1 SCA to TSP is 100% grant from GOI (from 1977-78). It is charged to Consolidated Fund of India (except grants for NE States, a voted item) and is an additive to State Plan funds and efforts for Tribal Development.
- 1.2 TSP has following objectives to bridge gap between Scheduled Tribe (ST) population and others by accelerating development of STs by ensuring:
  - (i) Human resource development by enhancing their access to education and health services,
  - (ii) Enhanced quality of life by providing basic amenities in tribal areas / localities including housing (mostly to be covered under Pradhan Mantri Awas Yojana / State Housing Schemes under TSP flow.).

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- (iii) Substantial reduction in poverty and unemployment, creation of productive assets and income generating opportunities,
  - (iv) Enhanced capacity to avail opportunities, gain rights and entitlements and improved facilities at par with other areas, and
  - (v) Protection against exploitation and oppression.
- 1.3.1 SCA aims to address need of critical gaps, only as an additive to main vehicle i.e., fund flow under TSP for tribal development.
- 1.3.2 Fund flow under TSP consists of
- (a) State Plan Funds, and
  - (b) Funds under Central Sector / Centrally Sponsored Schemes.

Analysis of State Plan and TSP flow is, therefore, a must before finalizing activities / programmes under SCA.

## 2. Coverage:

- 2.1 23 States having notified STs (excluding tribal majority States) are eligible to receive grants under this Programme. These States are:-
- Andhra Pradesh, Assam, Bihar, Chhattisgarh, Goa, Gujarat, Himachal Pradesh, Jammu & Kashmir, Jharkhand, Karnataka, Kerala, Madhya Pradesh, Maharashtra, Manipur, Odisha, Rajasthan, Sikkim, Tamil Nadu, Telangana, Tripura, Uttar Pradesh, Uttarakhand and West Bengal. (Punjab and Haryana have no ST population)
- 2.2 Tribal majority States of Arunachal Pradesh, Meghalaya, Mizoram and Nagaland and Union Territories are not covered under SCA to TSP.
- 2.3 SCA must be utilized for economic development of following:
- (a) **Integrated Tribal Development Project (ITDP):** It is an area of size of one or more Development Blocks in which ST population is 50% or more of total population of such Blocks. Complete development block / panchayat samiti is the minimum constituent unit of an ITDP.

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- (i) There can be more than one ITDP in a District.
- (ii) Area of an ITDP may even consist of Blocks of more than one Districts. In such cases, ITDP will normally be named after its headquarter location or district where its headquarter is located.

Integrated Tribal Development Agency (Historically so called in Andhra Pradesh, Odisha and Telangana amongst other States) / Authority (ITDA) is concerned authority with jurisdiction for administration of tribal development projects. Hence an ITDA (i.e., agency or authority) should have jurisdiction over ITDPs (consisting of full blocks / Panchayat Samitis), MADA and Cluster pockets as well. Even dispersed tribal population of a district can also be within the jurisdiction of concerned district ITDA. (In this matter, concerned State Government must decide.)

- (b) **Modified Area Development Approach (MADA):** These are identified pockets (consisting of one or more revenue villages) in contiguous areas with a concentration of tribals 50% or more within total population of 10, 000 or more in such area.
- (c) **Clusters:** These are identified pockets (with one or more revenue village(s) being constituent units) with a concentration of tribals 50% or more within total population of 5, 000 or more in such area.

In case of both MADA and Cluster Pockets, complete revenue village(s) is constituent unit. A MADA pocket / Cluster for tribal development should be named after the village in such area, which has maximum ST population (2011 Census) in such MADA / Cluster Pockets. To illustrate it can be identified as A-B (MADA / Cluster), where A is concerned District and B is the revenue village having maximum ST population in such MADA / Cluster pocket.

- (d) **Particularly Vulnerable Tribal Groups (PVTGs):** Identified isolated communities among tribals characterized by a stagnant or declining rate of population growth, pre-agricultural level of technology and extremely low levels of literacy. [So far 75 PVTGs are identified. (Annexure 1)]

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(e) Dispersed tribal population outside (a), (b), (c) and (d) above.

- 2.3.1 Organizational structure (including district and field level set up) and administrative jurisdiction of an ITDA (or any other designated authority) may be decided by concerned State Government / UT administration.
- 2.3.2 Above areas need to be notified by Ministry of Tribal Affairs (MoTA), as proposed by State Government, before these can be reckoned with, as basis for allocation of funds. State Governments have to submit a proposal with details of identified area and population (as per 2011 Census) along with a map to MoTA accordingly.

### **3. Criteria – Inter-State Allocation**

- 3.1 From 2016-17 onwards, allocation of funds among 23 states (Para 2.1) under SCA to TSP shall be made in following manner:
- a) 50% based on State ST population,
  - b) 25% based on tribal areas covered under ITDPs / ITDAs. A few States where no ITDP / ITDA has been constituted, area of concerned Block / Panchayat Samiti (Middle level PRI), where ST population is 50% or more would be taken into account, and

From 2017-18 and onwards, above tribal area would include geographical area of

- (1) ITDPs
- (2) MADA Pockets, and
- (3) Cluster Pockets

as per 2011 Census basis.

Since these details are not readily available, only ITDPs / ITDAs area are accounted for in current fiscal 2016-17. In absence of above, area as worked out (Annexure 2) would be taken into account.

- c) Remaining 25% of allocation would be as per an analysis of outcome-based performance of concerned States.

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Parameters for evaluation of performance would be notified separately.

- 3.2 Minimum Floor will be based on 75% of 2015-16 allocations made on ST population basis. This floor allocation shall be subject to a minimum of Rs. 4.50 Crores (with 100% being Rs. 6.00 Crores).
- 3.3 A statement showing ST population of State, ITDP / ITDA area; and minimum floor allocation is at Annexure 3.

#### **4. Inter-District Allocation Criteria**

4.1.1 Inter-District allocation of SCA funds shall be as follows:

- (i) 66⅔ % on population
- (ii) 33⅓ % on Area. (i.e., on 2:1 proportion based on population: area)

Only such area needs to be taken into account where ST population is more than 50% of total population of such District / Sub-Division / Block / revenue Village.

4.1.2 In Project Appraisal Committee (PAC) meetings, State Government must submit such area details. (with revenue village being smallest constituent unit for MADA, Cluster Pockets and Blocks / Panchayat Samitis being the constituent unit of ITDPs.)

4.2.1 Districts having 25% or more STs (of district population) shall be focussed, for implementation of tribal development programmes. List of 177 Districts with 25% ST population or more (based on 2011 Census) is at Annexure 4. This also includes Districts, affected by Left Wing Extremism (LWE) activities (where ST population is even less than 25% floor). In case of such LWE affected areas, tribal inhabited areas are normally localized in a particular part of District. Area of such Sub-Division / Block / Village can be taken into account for area calculation.

Above would also be focus area for programme implementation on saturation basis.

Such details of identified areas and population (as per 2011 Census) along with a map must be provided by concerned State Govt. in 2016-17 PAC meetings.

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4.2.2 All MADA pockets / clusters shall be covered under some or other development programmes within every cycle of three years. (Starting from 2016-17)

4.3.1 Within ST population, some ST communities count each more than 5% population in every State. Details of such communities is at Annexure 5.

4.3.2 While doing inter-district allocation for tribal development programmes / activities, such communities should be especially focussed.

In case where economic basis of tribal household economy of more than one ST community is same, programmes can be common with such communities and clubbed for fund allocation. For Example, in HP, Gaddi and Gujjar STs (both being livestock dependent households) can be covered with similar type of development programmes / activities.

4.3.3 Fund allocation must be  $\pm 10\%$  of corresponding ST population share. That is, if a community counts for 20% of State ST population, then programmes should be for 18% - 22% band of total fund allocation for such a community.

If this community is more backward, then an increased allocation may be justified based on human development index parameters. In any case, if the allocation works out to lower than 18%, then total State allocation would be reduced accordingly.

4.4 State Government may inform as to any discrepancy in calculation of area (with  $\geq 25\%$  ST population based on 2011 Census) or community-wise % data (2011 Census). Relevant information would be reviewed and accounted for after revision of concerned data accordingly.

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## 5. Intra-State (Sectoral activities, community, area-wise) Prioritization and Allocation:

5.1 Priority must be accorded as under:

	Activity	Fund Allocation
(i)	Education	– 40 - 50%
(ii)	Health	– 10 - 15%
(iii)	Agriculture, Horticulture, Animal Husbandry (AH), Fisheries, Dairy & others in Primary Sector	– 20 - 30%
(iv)	Other income generating schemes to augment Tribal household economy	– 10 - 15%
(v)	Administrative structure (incl. manpower) / Institutional framework & Research studies	– < 5 - 10%
	Total:	100%

5.1.2 Conjunctural use with dovetailing of financial resources from ongoing activities of line departments must be resorted, to ensure larger spatial and higher demographic coverage (under TSP flow concept or funds especially available under Central Sector / Centrally Sponsored Schemes.)

5.1.3 Cluster (multiple beneficiaries in one location) approach on saturation (all beneficiaries of an identified area are covered / benefitted by Government activity / programmes) basis can be an excellent modus operandi, especially for districts with  $\geq 50\%$  and even for  $\geq 25\%$  ST population.

5.1.4 Use of institutional finance should also be optimized.

5.1.5 Projects modelled on Public - Private (Sector) Participation (PPP mode) can go a long way especially for Education and Health sectors and other human resource development programmes.

5.2.1 Primarily activities of non-recurring nature (including infrastructure and equipment with at least three years life time) shall be supported under SCA to TSP. Fund for recurring component of such programmes / schemes shall be borne by State funds / TSP allocation. An illustrative list of activities for SCA funding is at Annexure 6.

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- 5.2.2 ST Communities with similar livelihood pattern / traditional occupation (i.e., income source same for tribal household economy) should be clubbed together for planning under SCA to TSP.

ST household, especially with entitled land right under FRA Act, 2006 should be covered by programmes, activities; especially designed for them.

So also should be coverage of women Self Help Groups (SHGs), beneficiaries.

- 5.2.3 Major infrastructure sector, like road connectivity, electricity, drinking water, major irrigation projects, housing would not be funded under SCA, as substantive part of State Plan funds go into these programmes.

- 5.3 It is relevant to emphasize that close to 80% of tribal households depend upon agriculture and other primary sector economic activities. Guidelines of Ministry of Rural Development (MoRD) especially provide for MGNREGA works on individual tribal lands with State-funding. Such provision under extant guidelines must be utilized to ensure better income and livelihood support to ST households.

- 5.4.1 It must be emphasized that SCA to TSP must draw upon Guidelines issued vide OM No. 11012 / 03 / 2013 - SJ&SW dt. 18.6.14 issued by NITI Aayog (then Planning Commission) [enclosed at Annexure 7].

- 5.4.2 Especially, following must be acted upon for State proposals under SCA to TSP:

- (i) Para 1.2, 1.4 and 1.8 of Annexure 7 for “Plan Formulation”,
- (ii) Para 1.3 (Annex 7) for “Plan Documentation”,
- (iii) Para 1.5 and 1.6 (Annex 7) for “Earmarking TSP funds” and accordingly working out “SCA requirement for Critical Deficit Areas” to ensure catalytic impact, and
- (iv) Institutional arrangements (as in para 1.11 of Annex 7) needs to be adhered to.

- 5.4.3 Accordingly, proposals submitted to Ministry of Tribal Affairs (MoTA) Project Appraisal Committee (PAC) must be pre-approved by Executive Committee under Chief Secretary.

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- 5.5 Committed liability of approved programmes / activities (in previous years) would be accorded priority for allocation of funds.

## 6. Approval Process

Project Appraisal Committee (PAC) in MoTA would consist of:

(i)	Secretary, Ministry of Tribal Affairs (MoTA)	Chairperson
(ii)	Joint Secretary, MoTA	Member
(iii)	Principal Secretary / Secretary, Commissioner Tribal Development / Social Welfare (dealing exclusively with Tribal Development) and Planning Deptt. of concerned State Government.	Member
(iv)	Financial Advisor, MoTA	Member
(v)	Adviser, NITI Aayog	Member
(vi)	Concerned Director / Dy. Secretary / Under Secretary, MoTA	Member Convenor
(vii)	JS or Equivalent (Eqv.) Officer (Offr), MoRD	Invitee
(viii)	JS or Eqv. Offr, Mo HRD (School Education)	Invitee
(ix)	JS or Eqv. Offr, Do Agriculture, Cooperation and Farmers' Welfare	Invitee
(x)	JS or Eqv. Offr, Do Agriculture Research and Education (DARE)	Invitee
(xi)	JS or Eqv. Offr dealing with Horticulture [(Do Agriculture, Mission for Integrated Devt. of Horticulture (MIDH)]	Invitee
(xii)	JS or Eqv. Offr, Do Animal Husbandry, Dairying & Fisheries	Invitee
(xiii)	JS or Eqv. Offr, Mo Health & Family Welfare	Invitee

Other officials (Preferably JS or Eqv. Offr. (from any other Ministry / Department) can be coopted as invitees, as necessitated, with approval of Chairman, MoTA - PAC.

PAC will appraise and approve projects to be funded under SCA to TSP.

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## 7. Monitoring

- (i) State Tribal (Nodal) Department will co-ordinate progress of various schemes / programmes and design a comprehensive monitoring framework with well-defined indicators, covering fund allocation, release and expenditure, service delivery standards as well as outcomes.
- (ii) Concerned line departments will specifically monitor TSP progress and performance within their regular monitoring mechanisms at all levels.
- (iii) Nodal department will monitor progress for review by the Executive Committee. (Chaired by Chief Secretary)
- (iv) Monthly / Quarterly Performance Review report of State TSP, in general and programmes / activities funded under SCA to TSP would be communicated to MoTA through online / e-mail system.
- (v) A MIS format for above would be designed and circulated by MoTA at the earliest. Such progress reports must come within 30 days of concerned month / quarter.

8. This supersedes all previous circulars / guidelines issued so far and comes into effect immediately.

Encl: As above



(Dr. Shyam S. Agarwal)  
Secretary to the Government of India  
Tele: 23381652

No. 11015/06/2016-SG-II

Dated: 17.06.2016

**Copy forwarded for Information and necessary action to –**

- (i) Secretary to Government of India, Central Ministries / Departments (All).
- (ii) CEO, NITI Aayog, New Delhi.
- (iii) Secretary, National Commission for STs.



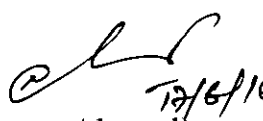
- (iv) Principal Secretary / Secretary, Finance Department of States (with ST population).
- (v) Principal Secretary / Secretary, Planning Department of States (with ST population).
- (vi) Directors, Tribal Research Institutes States.
- (vii) Project Director, ITDPs / ITDA (All States)

  
(Manoj Kumar Pingua)

Joint Secretary to the Government of India  
Tele: 23383622

**Copy forwarded for information to:**

- (1) JSs (and Eqv. Offrs.), MoTA (All)
- (2) PS to Hon'ble Minister, Tribal Affairs
- (3) PS to Hon'ble MoS, Tribal Affairs
- (4) Directors / Deputy Secretaries, MoTA (All)
- (5) PPS to Secy (TA)
- (6) CMD, NSTFDC; and MD, TRIFED
- (7) Joint Director, USs, DDs, ADs, SOs, ROs; MoTA (All)

  
(Nadeem Ahmad)  
Under Secretary  
Tele: 23073708

**List of Annexures**

- Annexure 1 - PVTGs – State and UT-wise
- 2 - State-wise ITDP / ITDA area statement
- 3 - Allocation under SCA to TSP 2016 – 17
- 4 - Districts with ST population (2011 Census) for priority under Development Programmes / Schemes
- 5 - Major Scheduled Tribe Communities (State-wise 2011 Census)
- 6 - List of activities (Illustrative) for SCA funding
- 7 - NITI Aayog O.M. No. M - 11012 / 03 / 2013 – SJ&SW dated 18.6.14 on Revised Guidelines for Implementation of SCSP / TSP by the States / UTs

F. No. 11015 / 01 / 2016 - SG-I  
Government of India  
Ministry of Tribal Affairs

Shastri Bhavan, New Delhi  
Dated: 20.06.2016

To,

1. Chief Secretary to State Govt. / UT Administration (All States/UTs)
2. Principal Secretary / Secretary (in charge of) Tribal Development (All States)
3. Commissioner / Director, Tribal Development (All States)

**Sub: Guidelines for Inter-State allocation of funds and implementation of Programmes / Activities under Proviso to Article 275(1) of the Constitution of India during 2016-17 and onwards.**

Sir,

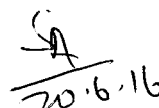
Following guidelines are hereby laid down for Inter-State allocation of funds and implementation of programmes under Proviso to Article 275(1) of Constitution of India during current fiscal, 2016-17 and afterwards.

**1. Salient features of Constitutional Provision**

**1.1 Constitution of India provides as under:**

*“Article 275. Grants from the Union to certain States – (1) Such sums as Parliament may by law provide shall be charged on the Consolidated Fund of India in each year as grants-in-aid of the revenues of such States as Parliament may determine to be in need of assistance, and different sums may be fixed for different states.*

*Provided that there shall be paid out of the consolidated fund of India as grants-in-aid of the revenues of a State such capital and recurring sums as may be necessary to enable that State to meet the costs of such schemes of development as may be undertaken by the State with the approval of the Government of India for the purpose of promoting the welfare of the Scheduled Tribes in that state or raising the level of administration of the Scheduled Areas therein to that of the administration of the rest of the areas of that State.”*

  
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- 1.2 Grants-in-aid under Proviso to Article 275(1) of Constitution of India are 100% annual grant from Government of India to States. It is charged to Consolidated Fund of India (except grants for NE States, a voted item) and is an additive to State Plan funds and efforts for Tribal Development.

## 2. Basic Objective

- 2.1 Following would be objectives for programmes / activities funded with Grants-in-aid under Proviso to Art. 275(1) of Indian Constitution [Art. 275(1) Grants] to bridge gap between Scheduled Tribe (ST) population and others by accelerating development of STs by ensuring:
- (i) Human resource development by enhancing their access to education and health services,
  - (ii) Enhanced quality of life by providing basic amenities in tribal areas / localities.
  - (iii) Substantial reduction in poverty and unemployment, creation of productive assets and income generating opportunities,
  - (iv) Enhanced capacity to avail opportunities, gain rights and entitlements and improved facilities at par with other areas, and
  - (v) Protection against exploitation and oppression.
- 2.2 Art. 275(1) Grants must address need of plugging critical gaps. It is only an additive to State efforts for tribal development, with fund flow under Tribal Sub Plan (TSP) strategy.

## 3. Coverage:

- 3.1 27 States having notified STs are eligible to receive grants under this Programme. These States are:-  
Andhra Pradesh, Arunachal Pradesh, Assam, Bihar, Chhattisgarh, Goa, Gujarat, Himachal Pradesh, Jammu & Kashmir, Jharkhand, Karnataka, Kerala, Madhya Pradesh, Maharashtra, Manipur, Meghalaya, Mizoram, Nagaland, Odisha, Rajasthan, Sikkim, Tamil Nadu, Telangana, Tripura, Uttar Pradesh, Uttarakhand and West Bengal. (Punjab and Haryana have no ST population).

Union Territories are not funded under Art. 275(1) Grants.

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3.2 Art. 275(1) grants must be utilized for socio-economic development of following:

(a) **Integrated Tribal Development Project (ITDP):** It is an area of size of one or more Development Blocks in which ST population is 50% or more of total population of such Blocks. Complete development block(s) / panchayat samiti(s) is the minimum constituent unit of an ITDP.

(i) There can be more than one ITDP in a District.

(ii) Area of an ITDP may even consist of Blocks of more than one District. In such cases, ITDP will normally be named after its headquarter location or district where its headquarter is located.

Integrated Tribal Development Agency (historically so called in Andhra Pradesh, Odisha and Telangana amongst other States) / Authority (ITDA) is concerned authority with jurisdiction for administration of tribal development projects. Hence an ITDA (i.e. agency or authority) should have jurisdiction over ITDPs (consisting of full blocks / Panchayat Samitis), MADA and cluster pockets as well. Even dispersed tribal population of a district can also be within jurisdiction of concerned district ITDA. (In this matter, concerned State Governments must decide the organizational structure.)

(b) **Modified Area Development Approach (MADA):** These are identified pockets (consisting of one or more revenue villages) in contiguous areas with a concentration of tribals 50% or more within total population 10,000 or more in such area.

(c) **Clusters:** These are identified pockets (with one or more revenue village(s) being constituent units) with a concentration of tribals 50% or more within total population 5,000 or more in such area.

In case of both MADA and Cluster Pockets, complete revenue village(s) is constituent unit. A MADA pocket / Cluster for tribal development should be named after the village in such area, which has maximum ST population (2011 Census) in such MADA / Cluster Pockets. To illustrate it can be identified as A-B (MADA / Cluster), where A is concerned District and B is the revenue village having maximum ST population in such MADA / Cluster pocket.

(d) **Particularly Vulnerable Tribal Groups (PVTGs):** Identified isolated communities among tribals are characterized by a stagnant or declining rate

of population growth, pre-agricultural level of technology and extremely low level of literacy. [So far 75, PVTGs are identified. (Annexure 1)]

(e) Dispersed tribal population outside (a), (b), (c) and (d) above.

3.3.1 Organizational structure (including district and field level set up) and administrative jurisdiction of an ITDA (or any other designated authority) may be decided by concerned State Government / UT administration.

3.3.2 Above areas need to be notified by Ministry of Tribal Affairs (MoTA), as proposed by State Government, before these can be reckoned with, as basis for allocation of funds. State Governments have to submit a proposal with details of identified area and population (as per 2011 Census) along with a map to MoTA accordingly.

#### **4. Criteria for Inter-State Allocation**

4.1 From 2016-17 onwards, allocation of funds among above 27 States (Para 3.1) under Art. 275(1) Grants shall be made in following manner:

- a) 50% based on State ST population,
- b) 25% based on tribal areas covered under ITDPs / ITDAs. A few States where no ITDP / ITDA has been constituted, area of concerned Block / Panchayat Samiti (Middle level PRI), where ST population is 50% or more would be taken into account, and

From 2017-18 and onwards, above tribal area would include geographical area of

- (1) ITDPs
- (2) MADA Pockets, and
- (3) Cluster Pockets

as per 2011 Census basis.

Since these details are not readily available, only ITDPs / ITDAs area are accounted for in current fiscal 2016-17. In absence of above, area as worked out (Annexure 2) would be taken into account.

Total geographical area (in sq. kms) of Tribal Majority States i.e., Arunachal Pradesh, Meghalaya, Mizoram and Nagaland would be taken into account.

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- c) Remaining 25% of allocation would be as per an analysis of outcome-based performance of concerned States.

Parameters for evaluation of performance would be notified separately.

- 4.2 Minimum Floor will be based on 75% of 2015-16 allocations made on ST population basis. This floor allocation shall be subject to a minimum of Rs. 4.50 Crores (with 100% being Rs. 6.00 Crores).
- 4.3 A statement showing ST population of State, ITDP / ITDA area, and minimum floor allocation is at Annexure 8.

## **5. Inter-District Allocation Criteria**

- 5.1.1 Inter-District allocation of Art. 275(1) Grants funds shall be as follows:

- (i) 66⅔ % on population  
(ii) 33⅓ % on Area. (i.e., on 2:1 proportion based on population : area)

Only such area needs to be taken into account where ST population is more than 50% of total population of such District / Sub-Division / Block / revenue Village.

In case of tribal majority States (para 4.1 above), entire geographical area of districts needs to be considered. (Since these States have > 50% ST population in the State as a whole.)

- 5.1.2 In Project Appraisal Committee (PAC) meetings, State Government must submit such area details. (With revenue village being smallest constituent unit for MADA, Cluster Pockets and Blocks / Panchayat Samitis being the constituent unit of ITDPs.) (Except for 4 tribal majority States.)

- 5.2.1 Districts having 25% or more STs (of district population) shall be focussed, for implementation of tribal development programmes. List of 177 Districts with 25% ST population or more (based on 2011 Census) is at Annexure 4. This also includes Districts, affected by Left Wing Extremism (LWE) activities (where ST population is even less than 25% floor). In case of such LWE affected areas, tribal inhabited areas are normally localized (with ST population being 50% or more of total population of revenue villages of such identified area) in a particular part of District. Area of such Sub-Division / Block / Village can be taken into account for area calculation.

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Such details of identified areas and population (as per 2011 Census) along with a map must be provided by concerned State Govt. in 2016-17 PAC meetings.

5.2.2 All MADA pockets / clusters shall be covered under some or the other development programmes within every cycle of three years. (Starting from 2016-17)

5.3.1 Within ST population, some ST communities count each more than 5% population in every State. Details of such communities is at Annexure 5.

5.3.2 While doing inter-district allocation for tribal development programmes / activities for such communities should be especially focussed.

In case where economic basis of tribal household economy of more than one ST community is same, programmes can be common with such communities and clubbed for fund allocation. For Example, in Himachal Pradesh, Gaddi and Gujjar STs (both being livestock dependent households) can be covered with similar type of development programmes / activities.

5.3.3 Fund allocation must be  $\pm 10\%$  of corresponding ST population share. That is, if a community counts for 20% of State ST population, then programmes should be for 18% - 22% band of total fund allocation for such a community.

If this community is more backward, then an increased allocation may be justified based on human development index parameters. In any case, if the allocation works out to lower than 18%, then total State allocation would be reduced accordingly.

5.4 State Government may inform as to any discrepancy in calculation of area (with  $\geq 25\%$  ST population based on 2011 Census) or community-wise % data (2011 Census). Relevant information would be reviewed and accounted for after revision of concerned data accordingly.

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## 6 Intra-State (Sectoral activities, community, area-wise) Prioritization and Allocation:

### 6.1.1 Priority must be accorded as under:

	Activity		Fund Allocation
(i)	Education	–	40 - 50%
(ii)	Health	–	10 - 15%
(iii)	Agriculture, Horticulture, Animal Husbandry (AH), Fisheries, Dairy & others in Primary Sector	–	20 - 30%
(iv)	Other income generating schemes to augment Tribal household economy	–	10 - 15%
(v)	Administrative structure (incl. manpower) / Institutional framework & Research studies	–	< 5 - 10%
	Total:		100%

6.1.2 Conjunctural use with dovetailing of financial resources from ongoing activities of line departments must be resorted, to ensure larger spatial and higher demographic coverage (under TSP flow concept or funds especially available under Central Sector / Centrally Sponsored Schemes.)

6.1.3 Cluster (multiple beneficiaries in one location) approach on saturation (all beneficiaries of an identified area are covered / benefitted by Government activity / programmes) basis can be an excellent modus operandi, especially for districts with  $\geq 50\%$  and even for  $\geq 25\%$  ST population.

6.1.4 Use of institutional finance should also be optimized.

6.1.5 Projects modelled on Public - Private (Sector) Participation (PPP mode) can go a long way especially for Education and Health sectors and other human resource development programmes.

6.2.1 Primarily activities of non-recurring nature (including infrastructure and equipment with at least three years life time) shall be supported under Art. 275(1) Grants. Fund for recurring component of such programmes / schemes shall be borne by State funds / TSP allocation. An illustrative list of activities for Art. 275(1) Grants funding is at Annexure 9.

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- 6.2.2 ST Communities with similar livelihood pattern / traditional occupation (i.e. income source same for tribal household economy) should be clubbed together for the purpose of planning under Art. 275(1) Grants.

ST household, especially entitled land right under FRA, 2006 should be covered by Programmes, Activities; especially designed for them.

So also should be coverage of women Self Help Groups (SHGs), beneficiaries.

- 6.3 Major infrastructure sector, like road connectivity, electricity, drinking water, major irrigation projects, housing would not be funded under Art. 275(1) Grants, as substantive part of State Plan funds go into these programmes.
- 6.4 It is relevant to emphasize that close to 80% of tribal households depend upon agriculture and other primary sector economic activities. Guidelines of Ministry of Rural Development (MoRD) especially provide for MGNREGA works on individual tribal lands with State-funding. Such provision under extant guidelines must be utilized to ensure better income and livelihood support to ST households.
- 6.5 Committed liability of approved programmes / activities (in previous years) would be accorded priority for allocation of funds.

## **7. Plan Formulation:**

- 7.1 State Tribal Development / Social welfare or other Department (in charge of tribal development / activities) will be the nodal department for tribal development programmes / activities (including under TSP flow of funds). The nodal department will work in close coordination with all relevant line departments.
- 7.2 Secretary of the Nodal department will be Member-Secretary of the Executive Committee (EC), chaired by Chief Secretary to State Government. The EC will be responsible for appraisal and approval of perspective document as well as of TSP schemes of different departments for inclusion in Annual TSP. The EC shall also be responsible for monitoring and evaluation of TSP Plans, programmes and activities.
- 7.3 Plan formulation necessarily must consist of following steps
- i. Preliminary exercise,
  - ii. Selection of Schemes, Programmes and Activities, and
  - iii. Plan finalization under TSP, along with norms for TSP allocation.

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Annexure 10 describes in detail above steps for plan formulation.

## **8. Plan Documentation**

- 8.1 State Government shall prepare a comprehensive perspective TSP document, taking into account all available sources of funding, to serve as a road map for implementation. Funds available for TSP under Central Sector and Centrally Sponsored Schemes as well as State Plans and Central Plans shall be pooled for TSP planning.

This perspective document shall, inter-alia, reflect on:

- (1) Strategy to address gaps and deficits in terms of relevant schemes taking into consideration strengths of tribal community, allocation of funds, fixing physical targets to address inter-tribal and inter-habitation variance / inequalities in their socioeconomic status, while adhering to an equity based approach.
- (2) Needs of Particularly Vulnerable Tribal Groups (PVTGs) will be accorded priority with focused approach and special attention to improve their conditions of food security, health and education for mainstreaming these sections.
- (3) The strategy should define priorities for TSP with a focus on long-term sustained gains in relation to area development.
- (4) Likely flow of benefits, in financial as well as physical terms, and specific steps required for accessing benefits by tribals from each of national (and State) level Flagship Schemes must be quantified.

Mechanism / surveillance system to ensure utilization of funds meant for the intended purpose.

- (5) Role and contribution of NSTFDC and State level STFDC and TRIFED etc should be categorically provided for.
- (6) Critical evaluation to assess whether ongoing schemes / programmes have potential to accelerate pace of development of STs and result in bridging gap in development in a time-bound manner.

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(7) Evaluation as to how TSP has and is likely to help STs in respect of following key areas:

- a) Prevention of land alienation and indebtedness;
- b) Access and control over forest and effective implementation of FRA Act, 2006 and PESA, wherever applicable; and
- c) Involuntary displacement due to development projects to be addressed with proper resettlement and rehabilitation support.

(8) Outcome Analysis with critical evaluation of implementation strategies in terms of effectiveness of schemes / programmes.

8.2 The State shall break up Perspective Plan into doable annual Action Plans and accordingly prepare annual plan documents taking into account all available funds during year, including State Plan, Central Sector and Centrally Sponsored Schemes.

## **9. TSP fund flow and Allocation of Art. 275 (1) Grants**

9.1 Earmarking TSP funds and working out Art. 275(1) Grants for “Critical Deficit Areas” is a must to ensure catalytic impact. Mechanism to do this is given at Annexure 11.

9.2 These steps must be followed so as to formulate a proper proposal for funding programmes, schemes and activities under Art. 275(1) Grants.

## **10. Institutional Structure**

10.1 Nodal Department should be adequately strengthened through technical support group, knowledge leadership, analytical functioning in areas pertaining to strategic planning, demand assessment, gap analysis, long term impact of schemes / programmes. Collection of related data is a must for evidence-based planning and decision making and capacity building at all levels.

10.2 State Government shall establish (most already have) following institutional structures and mechanism for effective formulation, implementation and monitoring of TSP.

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**(A) State Level**

- (1) **Apex Level Committee** (ALC) or a Tribal Advisory Council (TAC) should be with Chief Minister as Chairperson and Minister of Nodal Department as Vice-chairman.

**Key functions:**

- (a) To formulate policies relating to TSP;
- (b) To approve perspective TSP document and Annual TSP Plans; and
- (c) To suggest measures for proper planning and implementation of schemes by different departments; and
- (d) To monitor progress of TSP so as to take timely corrective measures for improving performance of line departments

The ALC / TAC will meet once in six-months. Nodal Department provides necessary secretarial backup to ALC / TAC.

- (2) **Executive Committee** should be with following composition:

- |  |   |                  |
|--|---|------------------|
| (i) Chief Secretary  | - | Chairperson      |
| (ii) Principal Secretary / Secretary-in-charge of all line departments | - | Members          |
| (iii) Principal Secretary / Secretary-in-charge of Nodal department    | - | Member Secretary |

**Key functions:**

- (a) Appraisal of perspective TSP document and finalization of Annual Tribal Sub Plan (TSP).
- (b) Monitoring and Evaluation / implementation of Annual TSP.
- (c) Formulation of strategy for tackling development deficit of STs.

The Executive Committee will hold its meetings once every three months.

**(B) District Level**

- (1) District Planning and Monitoring Committee (DPMC) should be with following composition:

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- (i) Dy. Commissioner / District Collector - Chairperson
- (ii) Project Officers of ITDP / ITDA - Secretary
- (iii) District level officers of concerned line Depts. - Members

The DPMC may also have representation from local legislative and parliamentary constituencies.

### **Key functions:**

- (a) Formulate plan at the District level.
- (b) Get it approved by the District Planning Committee.
- (c) Review implementation of programmes / activities under Art. 275(1) Grants every month.
- (d) Communicate quarterly Performance Review Report to nodal department for review by it and Executive Committee.

### **(2) Panchayati Raj Institution: Zila Parishad / Panchayat Samiti Level**

Panchayati Raj Institutions should review implementation of ongoing development programmes / activities in different locations on a monthly / quarterly basis and forward their observations to DPMC.

**10.3** Proposals submitted to Ministry of Tribal Affairs (MoTA) Project Appraisal Committee (PAC) must be pre-approved by Executive Committee under Chief Secretary.

## **11 Approval Process**

Project Appraisal Committee (PAC) in MoTA would consist of:

- |       |  |                 |
|-------|--|-----------------|
| (i)   | Secretary, Ministry of Tribal Affairs (MoTA)   | Chairperson     |
| (ii)  | Joint Secretary, MoTA  | Member          |
| (iii) | Principal Secretary / Secretary, Commissioner Tribal Development / Social Welfare (dealing exclusively with Tribal Development) and Planning Deptt. of concerned State Government. | Member          |
| (iv)  | Financial Advisor, MoTA  | Member          |
| (v)   | Adviser, NITI Aayog  | Member          |
| (vi)  | Concerned Director / Dy. Secretary / Under   | Member Convenor |

	Secretary, MoTA	
(vii)	JS or Equivalent (Eqv.) Officer (Offr), MoRD	Invitee
(viii)	JS or Eqv. Offr, Mo HRD (School Education)	Invitee
(ix)	JS or Eqv. Offr, Do Agriculture, Cooperation and Farmers' Welfare	Invitee
(x)	JS or Eqv. Offr, Do Agriculture Research and Education (DARE)	Invitee
(xi)	JS or Eqv. Offr dealing with Horticulture [(Do Agriculture, Mission for Integrated Devt. of Horticulture (MIDH)]	Invitee
(xii)	JS or Eqv. Offr, Do Animal Husbandry, Dairying & Fisheries	Invitee
(xiii)	JS or Eqv. Offr, Mo Health & Family Welfare	Invitee

Other officials (Preferably JS or Eqv. Offr. (from any other Ministry / Department) can be coopted as invitees, as necessitated, with approval of Chairman, MoTA - PAC.

PAC will appraise and approve projects to be funded under Art. 275(1) Grants.

## 12. Monitoring

- 12.1 State Tribal (Nodal) Department will co-ordinate progress of various schemes / programmes and design a comprehensive monitoring framework with well-defined indicators, covering fund allocation, release and expenditure, service delivery standards as well as outcomes.
- 12.2 Concerned line departments will specifically monitor TSP progress and performance within their regular monitoring mechanisms at all levels.
- 12.3 Nodal department will monitor progress for review by the Executive Committee. (Chaired by Chief Secretary)
- 12.4 Monthly / Quarterly Performance Review report of State TSP, in general and programmes / activities funded under Art. 275(1) Grants would be communicated to MoTA through online / e-mail system.
- 12.5 A MIS format for above would be designed and circulated by MoTA at the earliest. Such progress reports must come within 30 days of concerned month / quarter.

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12.6 In addition to regular monitoring as above effective evaluation of schemes under TSP must be done as under:

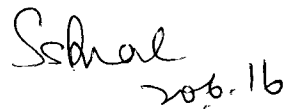
- (i) A Bench - Mark Survey (BMS) to assess delivery of benefits under TSP to reach STs.

It should reflect benefits already drawn, socio-economic status of STs, occupational category, availability of basic amenities etc. It shall be conducted on a continuing basis to reflect impact as measurable indications of socio-economic upliftment and change.

- (ii) State Tribal Research Institutions should be involved in this process.
- (iii) Evaluation studies on TSP shall be undertaken to oversee not only implementation and monitoring of utilization of funds under TSP, but also evaluation of programmes / schemes under TSP and their impact on upliftment of socio economic conditions of STs.

This supersedes all previous circulars / guidelines issued so far and come into effect immediately.

Encl: As above

  
(Dr. Shyam S. Agarwal)  
Secretary to the Government of India  
Tele: 23381652


No. 11015/01/2016-SG-I

Dated: 20.06.2016

**Copy forwarded for Information and necessary action to –**

- (i) Secretary to Government of India, Central Ministries / Departments (All).
- (ii) CEO, NITI Aayog, New Delhi.
- (iii) Secretary, National Commission for STs.
- (iv) Principal Secretary / Secretary, Finance Department of States (with ST population).
- (v) Principal Secretary / Secretary, Planning Department of States (with ST population).
- (vi) Directors, Tribal Research Institutes States.


(vii) Project Director, ITDPs / ITDA (All States)

  
20.6.16  
(G Ramesh Kumar)

Joint Secretary to the Government of India  
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**Copy forwarded for information to –**

- (1) JSs (and Eqv. Offrs.), MoTA (All)
- (2) PS to Hon'ble Minister, Tribal Affairs
- (3) PS to Hon'ble MoS, Tribal Affairs
- (4) Directors / Deputy Secretaries, MoTA (All)
- (5) PPS to Secy (TA)
- (6) CMD, NSTFDC; and MD, TRIFED
- (7) Joint Director, USs, DDs, ADs, SOs, ROs; MoTA (All)

  
20.6.16  
(P.K. Sahoo)  
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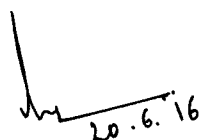
**List of Annexures**

- Annexure 1 - PVTGs – State and UT-wise
- 2 - State-wise ITDP / ITDA area statement
  - 8 - Allocation under Proviso to Article 275(1) Grants 2016 – 17
  - 4 - Districts with ST population (2011 Census) for priority under Development Programmes / Schemes
  - 5 - Major Scheduled Tribe Communities (State-wise 2011 Census)
  - 9 - List of activities (Illustrative) for Art. 275(1) Grants funding
  - 10 - Plan Formulation for Programmes / Activities under Art. 275(1) Grants and Tribal Sub Plan (TSP)
  - 11 - Earmarking / Allocation of Grants under Proviso to Art. 275(1) for Tribal Development Programmes / Activities (under TSP)




## Particularly Vulnerable Tribal Groups (PVTGs) - State / UT wise

			(As on 1.6.2016)
S.No.	State / UT	Name of PVTGs	Population (Census 2011)
1	Andhra Pradesh (including Telangana)	1. Bodo Gadaba <sup>++</sup> 2. Bondo Poroja <sup>+</sup> 3. Chenchu 4. Dongria Khond <sup>++</sup> 5. Gutob Gadaba <sup>++</sup> 6. Khond Poroja <sup>+</sup> 7. Kolam <sup>++</sup> 8. Kondareddis 9. Konda Savaras <sup>+</sup> 10. Kutia Khond <sup>++</sup> 11. Parengi Poroja <sup>++</sup> 12. Thoti	64,227       1,07,747     4,811
2	Bihar	13. Asurs 14. Birhor 15. Birjia 16. Hill Kharia <sup>++</sup> 17. Korwas 18. Mal Paharia 19. Parhaiyas 20. Sauria Paharia 21. Savar	4,129 377 208  452 2,225 647 1,932 80
2a	Jharkhand	13a. Asur 14a. Birhor 15a. Birjia 16a. Korwa 17a. Mal Paharia 18a. Parhaiyas 19a. Sauria Paharia 20a. Savar	22,459 10,726 6,276 35,606 1,35,797 25,585 46,222 9,688
3	Gujarat	22. Kathodi <sup>++</sup> 23. Kotwalia <sup>++</sup> 24. Padhar <sup>++</sup> 25. Siddi 26. Kolgha <sup>++</sup>	   8,661
4.	Karnataka	27. Jenu Kuruba 28. Koraga	36,076 14,794
5.	Kerala	29. Cholanaikayan (a section of Kattunaickans) <sup>++</sup> 30. Kadar 31. Kattunayakan 32. Kurumbas 33. Koraga	 2,949 18,199 2,586 1,582



S.No.	State / UT	Name of PVTGs	Population (Census 2011)
6	Madhya Pradesh	34. Abujh Marias <sup>++</sup> 35. Baigas 36. Bharias <sup>++</sup> 37. Hill Korwas <sup>++</sup> 38. Kamars 39. Saharias <sup>++</sup> 40. Birhor <sup>++</sup>	4,14,526    666
6a	Chhattisgarh	35a. Baigas 38a. Kamars	89,744 26,530
7	Maharashtra	41. Katkaria (Kathodia) <sup>++</sup> 42. Kolam <sup>++</sup> 43. Maria Gond <sup>+</sup>	
8	Manipur	44. Marram Nagas <sup>+</sup>	
9	Odisha	45. Birhor 46. Bondo <sup>+</sup> 47. Didayi 48. Dongria-Khond <sup>+</sup> 49. Juangs 50. Kharias <sup>++</sup> 51. Kutia Kondh <sup>+</sup> 52. Lanjia Sauras <sup>+</sup> 53. Lodhas 54. Mankidias.. 55. Paudi Bhuyans <sup>+</sup> 56. Soura <sup>+</sup> 57. Chuktia Bhunjia <sup>+</sup>	596  8,890  47,095    9,785 2,222
10	Rajasthan	58. Seharias <sup>++</sup>	
11	Tamil Nadu	59. Kattu Nayakans 60. Kotas 61. Kurumbas 62. Irulas 63. Paniyans 64. Todas	46,672 308 6,823 1,89,661 10,134 2,002
12	Tripura	65. Reangs	188,220
13	Uttar Pradesh	66. Buxas 67. Rajis	4,710 1,295
13a.	Uttarakhand	66a. Buxas 67a. Rajis	54,037 690
14	West Bengal	68. Birhor 69. Lodhas <sup>++</sup> 70. Totos <sup>++</sup>	2,241



S.No.	State / UT	Name of PVTGs	Population (Census 2011)
15	Andaman & Nicobar Islands	71. Great Andamanese <sup>+</sup> 72. Jarawas 73. Onges 74. Sentinelese 75. Shom Pens	380 101 15 229
Total			16,71,613

Note:

- + These 13 communities do not figure in present ST list. Hence, Census data are not available community-wise for these PVTGs.
- ++ These 22 PVTGs do not appear as main STs. Hence, Census data on these sub tribes are not available separately, but merged with concerned main STs.

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## State wise ITDP / ITDA Area Statement (As on 1.6.2016)

Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
1 ANDHRA PRADESH				
A	1	Kotaramachandrapuram	West Godavari (Eluru)	7
	2	Paderu	Visakhapatnam	18
	3	Parvathipuram	Vizianagaram	14
	4	Rampachodavaram	East Godavari (Kakinada)	10
	5	Seethampeta	Srikakulam	13
B	6	Chinthur	East Godavari (Kakinada)	4
	7	Nellore	SPSR Nellore	
	8	Srisailem	Kurnool	
Total :	8 ITDAs	7 Districts	66 Blocks	15,018 *
2 BIHAR				
Total :	There is no ITDP / ITDA			118
3 CHHATTISGARH				
	1	Ambikapur	Balrampur	1
			Surguja	7
	2	Baikunthpur	Koriya	5
	3	Bhanupratappur	Kanker	5
	4	Bijapur	Bijapur	4
	5	Dantewada	Dantewada	4
	6	Daundi Lohara	Balod	4
			Raigarh	5
	7	Dharamjaigarh	Jashpur	1
	8	Gariyaband	Gariyaband	3
	9	Gaurela	Bilaspur	5
			Kabirdham	1
			Mungeli	1
	10	Jagdulpur	Bastar	7
	11	Jashpur	Jashpur	7
	12	Kondagaon	Kondagaon	5
	13	Korba	Korba	5
			Bilaspur	2
	14	Nagri	Dhamtari	2
	15	Narayanpur	Narayanpur	2
			Kanker	2
	16	Rajnandgoan	Rajnandgoan	6
	17	Ramanujganj (Pal)	Balarampur	5
	18	Sukma	Sukma	3
	19	Surajpur	Surajpur	6
Total	19 ITDPs	21 Districts	98 Blocks	55,262 *
4 GOA				
Total :	There is no ITDP / ITDA			0

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Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.	
1	2	3	4	5	
<b>5 GUJARAT</b>					
A	1	Ahwa	Dangs	1	
	2	Chhotaudepur	Vadodara	4	
	3	Dahod	Dahod	7	
	4	Khedbrahma	Sabarkantha	4	
	5	Mandvi	Surat-II	5	
	6	Palanpur	Banaskantha	2	
	7	Rajpipla	Narmada	4	
	8	Songadh	Surat-I	5	
	9	Vansada	Navsari	2	
B	10	Bharuch	Bharuch	2	
	11	Godhra	Panchmahal	3	
	12	Valsad	Valsad	4	
<b>Total :</b>	<b>12 ITDPs</b>	<b>12 Districts</b>	<b>43 Talukas</b>	<b>26,042</b>	
<b>6 HIMACHAL PRADESH</b>					
	1	Bharmour	Chamba	Bharmour	1818
	2	Pangi	Chamba	Pangi	1595
	3	Kinnaur	Kinnaur(Reckong Peo)	Nichar, Kalpa, Pooh	6401
	4	Lahaul	Lahaul & Spiti (Keylong)	Lahaul	6250
	5	Spiti	Lahaul & Spiti (Keylong)	Spiti	7591
<b>Total :</b>	<b>5 ITDPs</b>	<b>3 Districts</b>	<b>7 Blocks</b>	<b>23,655</b>	
<b>7 JAMMU &amp; KASHMIR</b>					
<b>Total :</b>	<b>There is no ITDP / ITDA</b>			<b>50,135</b>	
<b>8 JHARKHAND</b>					
A	1	Chaibaasa	Pashchimi Singhbhum		
	2	Chakradharpur			
	3	Dumka	Dumka	10	
	4	Gumla	Gumla	12	
	5	Jamtara	Jamtara	6	
	6	Khunti	Khunti	6	
	7	Latehar	Latehar	9	
	8	Lohardaga	Lohardaga	7	
	9	Pakur	Pakur	6	
	10	Purbi Singhbhum	Purbi Singhbhum	11	
	11	Rajmahal	Sahibganj	9	
	12	Ranchi	Ranchi	18	
	13	Saraikela	Saraikela-Kharsawan	8	
	14	Simdega	Simdega	10	
B	15	Godda	Godda	2	
	16	Garhwa	Garhwa	1	
<b>Total</b>	<b>16 ITDPs</b>	<b>15 Districts</b>	<b>133 Blocks</b>	<b>43,604</b>	
<b>9 KARNATAKA</b>					
	1	Chikmagalur	Chikmagalur	7	
	2	Dakshin Kannada	Dakshin Kannada	7	
	3	Kodagu	Kodagu	3	
	4	Mysore	Mysore	7	
	5	Udupi	Udupi	6	
<b>Total</b>	<b>5 ITDPs</b>	<b>5 Districts</b>	<b>30 Talukas</b>	<b>25,397</b>	

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Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
<b>10 KERALA</b>				
1	Thodupuzha	Idukki	6	
2	Kannur	Kannur	7	
3	Kanjirappally	Kottayam	11	
4	Nilambur	Malappuram	13	
5	Attappady	Palakkad	1	
6	Nedumangad	Thiruvananthapuram	11	
7	Wayanad	Wayanad	1	
<b>Total</b>	<b>7 ITDPs</b>	<b>7 Districts</b>	<b>50 Blocks</b>	<b>6,128</b>

#### 11 MADHYA PRADESH

1	Alirajpur	Alirajpur	6	
2	Baagli	Dewas	3	
3	Bandhavgarh	Umaria	2	
4	Barwani	Barwani	4	
5	Behar	Balaghat	3	
6	Betul	Betul	5	
7	Bhainsdehi	Betul	3	
8	Deosar	Singrauli	2	
9	Dhar	Dhar	4	
10	Dindori	Dindori	5	
11	Harda	Harda	4	
12	Jaisingnagar	Shahdol	1	
13	Jhabua	Jhabua	6	
14	Karahal	Sheopur	2	
15	Kesla	Hoshangabad	4	
16	Khandwa	Khandwa	4	
17	Khargone	Khargone	6	
18	Kukshi	Dhar	8	
19	Kundam	Jabalpur	5	
20	Kurai	Seoni	1	
21	Kusmi	Sidhi	6	
22	Lakhnadoun	Seoni	4	
23	Maheshwar	Khargone	1	
24	Mandla	Mandla	6	
25	Niwas	Mandla	7	
26	Pushprajgarh	Anuppur	1	
27	Sailana	Ratlam	3	
28	Saunsar	Chhindwara	4	
29	Sendhwa	Barwani	3	
30	Shahdol	Shahdol	7	
31	Tamia	Chhindwara	8	
<b>Total</b>	<b>31 ITDPs</b>	<b>23 Districts</b>	<b>128 Blocks</b>	<b>1,08,199 *</b>

#### 12 MAHARASHTRA

A	1	Aheri	Gadchiroli	3
	2	Bhamragad	Gadchiroli	2
	3	Chandrapur	Chandrapur	10
	4	Dahanu	Palghar	4
	5	Dharni	Amaravati	14
	6	Gadchiroli	Gadchiroli	7
	7	Ghodegaon	Pune	14
			Satara	11
			Sangli	10
			Kolhapur	12

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Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
8	Jawhar	Palghar	4	
9	Kalwan	Nashik	7	
10	Kinwat	Nanded	16	
11	Nandurbar	Nandurbar	3	
12	Nashik	Nashik	8	
13	Pandharkawda	Yavatmal	8	
14	Rajur	Ahmadnagar	14	
15	Shahapur	Thane	7	
16	Taloda	Nandurbar	3	
17	Yawal	Jalgaon	15	
B 18	Akola	Akola	7	
		Buldhana	13	
		Washim	6	
19	Aurangabad	Aurangabad	9	
		Beed	11	
		Jalna	8	
		Latur	10	
21	Borivali	Mumbai	1	
		Mumbai Sub-urban	1	
22	Chimur	Chandrapur	5	
23	Deori	Gondiya	8	
24	Dhule	Dhule	4	
25	Kalamnuri	Hingoli	5	
		Parbhani	9	
26	Nagpur	Nagpur	14	
		Wardha	8	
27	Pen	Raigad	15	
		Ratnagiri	9	
		Sindhudurg	8	
28	Pusad	Yavatmal	8	
29	Solapur	Solapur	11	
		Osmanabad	8	
29	Bhandara	Bhandara	7	
<b>Total</b>	<b>29 ITDPs</b>	<b>36 Districts</b>	<b>357 Tehsils</b>	<b>39,307</b>

### 13 ODISHA

1	Baliguda	Kandhamal	9
2	Baripada	Mayurbhanj	10
3	Bhawanipatna	Kalahandi	2
4	Bonei	Sundargarh	4
5	Champua	Kendujhar	3
6	Gunupur	Rayagada	7
7	Jeypore	Koraput	5
8	Kaptipada	Mayurbhanj	4
9	Karanjia	Mayurbhanj	5
10	Keonjhar	Kendujhar	7
11	Koraput	Koraput	9
12	Kuchinda	Sambalpur	3
13	Malkangiri	Malkangiri	7
14	Nilagiri	Balasore	1
15	Nowrangpur	Nowrangpur	10

*20.6.16*

Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
16	Panposh	Sundargarh	4	
17	Parlakhemundi	Gajapati	5	
18	Phulbani	Kandhamal	3	
19	Rairangpur	Mayurbhanj	7	
20	Rayagada	Rayagada	4	
21	Sundargarh	Sundargarh	9	
22	Teleibani	Deogarh	1	
<b>Total</b>	<b>22 ITDAs</b>	<b>13 Districts</b>	<b>119 Blocks</b>	<b>63,896</b>

#### 14 RAJASTHAN

1	Banswara	Banswara	Ghatol	1268
			Garhi	711
			Banswara	1183
			Bagidora	860
			Kushalgarh	1046
			<b>Sub Total</b>	<b>5068</b>
2	Dungarpur	Dungarpur	Dungarpur	1673
			Aspur	683
			Sagwara	1454
			<b>Sub Total</b>	<b>3811</b>
3	Udaipur	Udaipur	Kotra	1134
			Jhadol	1470
			Girwa (Partly)	977
			Sarada	1083
			Dhariyawad	1203
			Salumber	934
			Kherwara	1089
			<b>Sub Total</b>	<b>7889</b>
4	Pratapgarh	Pratapgarh	Pratapgarh	1458
			Arnod	697
			<b>Sub Total</b>	<b>2155</b>
5	Sirohi	Sirohi	Aburoad (Block)	848
			<b>Sub Total</b>	<b>848</b>
<b>Total:</b>	<b>5 ITDPs</b>	<b>5 Districts</b>	<b>18 Tehsils</b>	<b>19,770</b>

#### 15 TAMIL NADU

A	1	Arunuthumalai	Salem	1
	2	Jawadhu Hills, Jamunar	Tiruvannamalai	1
	3	Kalrayan Hills	Salem	1
	4	Kalrayan Hills Vellima	Vilupuram	1
	5	Kolli Hills	Namakkal	1
	6	Pachamalai	Salem	1
	7	Pachamalai	Tiruchirappalli	1
	8	Sitteri Hills	Dharmapuri	1
	9	Yercaud Hills	Salem	1
		Jawadhu & Yelagiri		
B	10	Hills	Vellore	3
<b>Total :</b>	<b>10 ITDPs</b>	<b>7 Districts</b>	<b>12 Blocks</b>	<b>2,058</b>

#### 16 TELANGANA

A	1	Bhadrachalam	Khammam	26
	2	Eturunagaram	Warangal	11
	3	Utnoor	Adilabad	32
B	4	Mannar	Mahabubnagar	3
<b>Total :</b>	<b>4 ITDAs</b>	<b>4 Districts</b>	<b>72 Mandals</b>	<b>18,760 *</b>

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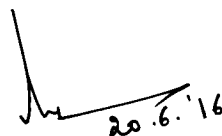
Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
<b>17 UTTARAKHAND</b>				
<b>Total : There is no ITDP / ITDA</b>				<b>1,435</b>
<b>18 UTTAR PRADESH</b>				
1	Chandan Chowki	Kheri	2	
<b>Total : 1 ITDP</b>				<b>92</b>
<b>19 WEST BENGAL</b>				
A	1	Bankura	Bankura	22
	2	Bardhaman	Bardhaman	31
	3	Birbhum	Birbhum	19
	4	Darjeeling	Darjeeling -Gorkhaland	8
			Siliguri	4
	5	Hooghly	Hooghly	18
	6	Jalpaiguri	Jalpaiguri	7
	7	Maldah	Maldah	15
	8	Murshidabad	Murshidabad	26
	9	North 24 Parganas	North 24 Parganas	22
	10	Paschim Medinipur	Paschim Medinipur	29
	11	Purulia	Purulia	20
	12	South 24 Parganas	South 24 Parganas	29
	13	Uttar Dinajpur	Uttar Dinajpur	9
B	14	Alipurduar	Alipurduar	6
	15	Dakshin Dinajpur	Dakshin Dinajpur	8
<b>Total : 15 ITDPs</b>				<b>273</b>
<b>16 Districts</b>				<b>8,499</b>
<b><u>NORTH EASTERN STATES</u></b>				
<b>20 ASSAM</b>				
<b>Total : 19 ITDPs</b>				<b>9,347</b>
<b>21 MANIPUR</b>				
	1	Chandel	Chandel	7
	2	Churachandpur	Churachandpur	13
	3	Senapati	Senapati	12
	4	Tamenglong	Tamenglong	5
	5	Ukhrul	Ukhrul	8
<b>Total : 5 ITDPs</b>				<b>45 Blocks</b>
<b>5 Districts</b>				<b>20,126</b>
<b>22 SIKKIM</b>				
	1	East District	East District	
	2	North District	North District	
	3	South District	South District	
	4	West District	West District	
<b>Total : 4 ITDPs</b>				<b>4,444</b>
<b>4 Districts</b>				
<b>23 TRIPURA</b>				
<b>Total:</b>				<b>7,148</b>
<b>Total (23 States)</b>				
<b>217 ITDPs</b>				<b>1453</b>
<b>184 Districts</b>				<b>4,96,753</b>

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Sl. No.	ITDP / ITDA	District	Administrative unit below Dist.	Area in sq.km.
1	2	3	4	5
<b>TRIBAL MAJORITY STATES</b>				
24	ARUNACHAL PRADESH			83743
25	MEGHALAYA			22,429
26	MIZORAM			21,081
27	NAGALAND			16,579
<b>Grand Total (27 States):</b>				<b>6,40,584</b>

Note:

1. Superscript + , Area apportioned based on total area of undivided State and proportion of ST population, since details provided by concerned State Government calls for reconciliation.
2. Blanks in col (4) imply relevant data has not been received from concerned State / UT
3. In case of variation or no data received for total area (in sq. km.) from any State, figures taken are as per Report of the Working Group of Development and Welfare of STs, 1990-95.
4. Against any State entry A and B indicate as under:  
A- As per record of Ministry of Tribal Affairs (MoTA), B - Further as reported by State.
5. 1990-95 data is used because thereafter (except for Teleibani in Odisha State which stands included in data) no additional ITDA / ITDP has been declared by

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## Annexure 3

## Floor Allocation under SCA to TSP (2016-17)

(Rs. in Lakh)

Sl. No.	States	ST Popln (in lakh)	ITDP / ITDA Area (in sq km)	2015-16 Allocation	2016-17 Allocation Proposed			Proposed Allocation (75%)	
				75% on Popln (Floor) 113226.00	50% (on popln)	25% (on area)	75% (6+7)		
1	2	3	4	5	6	7	8	9	10
				849,20	625,00	312,50	937,50	Min.	Max
A									
1	AP	26.31	15,018	22,85.84	16,82.35	8,55.72	25,38.07	22,85.84	25,38.07
2	Bihar	13.37	118	11,61.60	8,54.92	6.72	8,61.64	8,61.64	11,61.60
3	Chhattisgarh	78.23	55,262	67,96.71	50,02.28	31,48.82	81,51.09	67,96.71	81,51.09
4	Goa	1.49	0	1,29.45	95.28	0.00	95.28	95.28	4,50.00
5	Gujarat	89.17	26,042	77,47.19	57,01.81	14,83.87	71,85.68	71,85.68	77,47.19
6	HP	3.92	23,655	3,40.57	2,50.66	13,47.86	15,98.51	3,40.57	15,98.51
7	J & K	14.93	50,135	12,97.14	9,54.67	28,56.68	38,11.35	12,97.14	38,11.35
8	Jharkhand	86.45	43,604	75,10.88	55,27.89	24,84.55	80,12.44	75,10.88	80,12.44
9	Karnataka	42.49	25,397	36,91.58	27,16.95	14,47.12	41,64.06	36,91.58	41,64.06
10	Kerala	4.85	6,128	4,21.37	3,10.12	3,49.17	6,59.30	4,21.37	6,59.30
11	MP	153.17	108,199	133,07.59	97,94.18	61,65.16	159,59.34	133,07.59	159,59.34
12	Maharashtra	105.10	39,307	91,31.21	67,20.43	22,39.70	89,60.13	89,60.13	91,31.21
13	Odisha	95.91	63,896	83,32.77	61,32.79	36,40.78	97,73.57	83,32.77	97,73.57
14	Rajasthan	92.39	19,770	80,26.95	59,07.71	11,26.49	70,34.20	70,34.20	80,26.95
15	Tamil Nadu	7.95	2,058	6,90.71	5,08.35	1,17.26	6,25.61	6,25.61	6,90.71
16	Telangana	32.87	18,760	28,55.78	21,01.81	10,68.94	31,70.75	28,55.78	31,70.75
17	UP	11.34	92	9,85.23	7,25.12	5.24	7,30.36	7,30.36	9,85.23
18	Uttarakhand	2.92	1,435	2,53.69	1,86.71	81.77	2,68.48	2,53.69	4,50.00
19	W Bengal	52.97	8,499	46,02.09	33,87.07	4,84.27	38,71.34	38,71.34	46,02.09
	<b>Total (A)</b>	<b>915.82</b>	<b>507,375</b>	<b>795,68.37</b>	<b>585,61.10</b>	<b>289,10.12</b>	<b>874,71.22</b>	<b>764,58.16</b>	<b>910,83.46</b>
B									
	<b>NE States</b>								
20	Assam	38.84	9,347	33,74.46	24,83.55	532.59	30,16.14	30,16.14	33,74.46
21	Manipur	9.03	20,126	7,84.54	5,77.41	1146.78	17,24.18	7,84.54	17,24.18
22	Sikkim	2.06	4,444	1,78.98	1,31.72	253.22	3,84.94	1,78.98	4,50.00
23	Tripura	11.67	7,148	10,13.90	7,46.22	407.29	11,53.51	10,13.90	11,53.51
	<b>Total (B)</b>	<b>61.60</b>	<b>41,065</b>	<b>53,51.88</b>	<b>39,38.90</b>	<b>23,39.88</b>	<b>62,78.78</b>	<b>49,93.56</b>	<b>67,02.15</b>
	<b>Grand Total</b>	<b>977.43</b>	<b>548,440</b>	<b>849,20.25</b>	<b>625,00.00</b>	<b>312,50.00</b>	<b>937,50.00</b>	<b>814,51.72</b>	<b>977,85.61</b>

## Districts with ST Population (2011 Census) for Priority under Development Programmes / Schemes

(Popl. in Lakhs)

State / UT	≥ 50% STs, LWE affected(L)	≥ 25% & < 50% STs, LWE affected(L)	LWE districts with < 25% STs
Priority	1	2	3
(1)	(2)	(3)	(4)
Andaman & Nicobar Islands (1) <b>Total 0.24</b>	(1) Nicobars 0.24 (64.3%) <b>0.24</b>	---	----
Andhra Pradesh (1-LWE) <b>Total 6.19</b>	---	---	(1) Vishakhapatnam 6.19 (14.4%) <b>6.19</b>
Arunachal Pradesh (16) <b>Total 9.50</b>	(1) Kurung Kumey 0.91 (98.6%) (2) Upper Subansiri 0.78 (93.9%) (3) East Kameng 0.72 (92.0%) (4) Tirap 0.98 (87.9%) (5) Lower Subansiri 0.73 (87.8%) (6) West Siang 0.93 (82.6%) (7) Upper Siang 0.28 (80.6%) (8) Anjaw 0.16 (77.7%) (9) Dibang Valley 0.06 (71.2%) (10) East Siang 0.70 (70.5%) (11) Tawang 0.35 (69.7%) (12) Papum Pare 1.17 (66.4%) (13) West Kameng 0.46 (55.2%) <b>8.23</b>	(1) Lower Dibang Valley 0.26 (48.0%) (2) Changlang 0.54 (36.3%) (3) Lohit 0.47 (32.5%) <b>1.27</b>	----
Assam (7) <b>Total 20.73</b>	(1) Dima Hasao 1.52 (70.9%) (2) Karbi Anglong 5.39 (56.3%) <b>6.91</b>	(1) Dhemaji 3.26 (47.4%) (2) Chirang 1.79 (37.1%) (3) Baksa 3.31 (34.8%) (4) Udalguri 2.67 (32.1%) (5) Kokrajhar 2.79 (31.4%) <b>13.82</b>	
Bihar (6 LWE) <b>Total 1.81</b>	----	----	(1) Jamui 0.79 (4.5%) (2) Banka 0.9 (4.4%), (3) Muzzafarpur 0.06 (0.12%) (4) Nawada 0.02 (0.09%) (5) Gaya 0.03 (0.07%) (6) Aurangabad 0.01 (0.04%) <b>1.81</b>

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State / UT	≥ 50% STs, LWE affected(L)	≥ 25% & < 50% STs, LWE affected(L)	LWE districts with < 25% STs
Priority	1	2	3
(1)	(2)	(3)	(4)
Chhattisgarh (11 + 8 LWE)	(1) Sukma (L) 2.09 (83.5%) (2) Bijapur (L) 2.04 (80.0%) (3) Narayanpur (L) 1.08 (77.4%) (4) Dantewada (L) 2.01 (71.1%) (5) Kondagaon (L) 4.11 (71.0%) (6) Balrampur 4.59 (62.8%) (7) Bastar (L) 5.21 (62.4%) (8) Jashpur 5.30 (62.3%) (9) Surguja 4.82 (57.4%) (10) Kanker (L) 4.15 (55.4%)	(1) Koriya 3.04 (46.2%) (2) Surajpur 3.60 (45.6%) (3) Korba 4.94 (40.9%) (4) Gariyaband 2.16 (36.1%) (5) Raigarh 5.06 (33.8%) (6) Balod 2.59 (31.4%) (7) Mahasamund 2.80 (27.1%) (8) Rajnandgaon (L) 4.05 (26.4%) (9) Dhamtari 2.08 (26.0%)	----
<b>Total 65.72</b>	<b>35.4</b>	<b>30.32</b>	
Dadra & Nagar Haveli (1)	(1) Dadra & Nagar Haveli 1.79 (52.0%)	----	----
<b>Total 1.79</b>	<b>1.79</b>		
Gujarat (10)	(1) The Dangs 2.16 (94.7%) (2) Tapi 6.79 (84.2%) (3) Narmada 4.81 (81.6%) (4) Chhota Udepur 8.57 (79.9%) (5) Dahod 15.81 (74.3%) (6) Valsad 9.03 (52.9%)	(1) Navsari 6.40 (48.1%) (2) Bharuch 4.88 (31.5%) (3) Mahisagar 2.85 (31.2%) (4) Panchmahal 4.40 (25.5%)	----
<b>Total 65.7</b>	<b>47.17</b>	<b>18.53</b>	
Himachal Pradesh (3)	(1) Lahul & Spiti 0.26 (81.4%) (2) Kinnaur 0.49 (58.0%)	(1) Chamba 1.36 (26.1%)	----
<b>Total 2.11</b>	<b>0.75</b>	<b>1.36</b>	
Jammu & Kashmir (5)	(1) Kargil 1.22 (86.9%) (2) Leh (Ladakh) 0.96 (71.8%)	(1) Punch 1.76 (36.9%) (2) Rajouri 2.33 (36.2%) (3) Reasi 0.88 (28.1%)	----
<b>Total 7.15</b>	<b>2.18</b>	<b>4.97</b>	
Jharkhand (4 + 16 LWE)	(1) Khunti (L) 3.90 (73.3%) (2) Simdega (L) 4.24 (70.8%) (3) Gumla (L) 7.07 (68.9%) (4) Pashchimi- Singhbhum (L) 10.11 (67.3%) (5) Lohardaga (L) 2.63 (56.9%)	(1) Latehar (L) 3.31 (45.5%) (2) Dumka (L) 5.71 (43.2%) (3) Pakur 3.79 (42.1%) (4) Ranchi (L) 10.42 (35.8%) (5) Saraikela-Kharsawan 3.75 (35.2%) (6) Jamtara 2.40 (30.4%) (7) Purbi Singhbhum (L) 6.54 (28.5%) (8) Sahibganj 3.08 (26.8%)	(1) Ramgarh 2.01 (21.2%) (2) Garhwa 2.06 (15.6%) (3) Bokaro 2.56 (12.4%) (4) Giridih 2.38 (9.7%) (5) Palamu 1.81 (9.3%) (6) Hazaribagh 1.22 (7.02%) (7) Chatra 0.46 (4.4%)
<b>Total 79.45</b>	<b>27.95</b>	<b>39</b>	<b>12.5</b>
Lakshadweep (1)	(1) Lakshadweep 0.61 (94.8%)	----	----

State / UT	≥ 50% STs, LWE affected(L)		≥ 25% & < 50% STs, LWE affected(L)		LWE districts with < 25% STs
Priority	1		2		3
(1)	(2)		(3)		(4)
<b>Total 0.61</b>	<b>0.61</b>				
Madhya Pradesh (19)	(1)	Alirajpur 6.49 (89.0%)	(1)	Anuppur 3.59 (47.9%)	
	(2)	Jhabua 8.92 (87.0%)	(2)	Umaria 3.01 (46.6%)	
	(3)	Barwani 9.62 (69.4%)	(3)	Shahdol 4.76 (44.7%)	
	(4)	Dindori 4.56 (64.7%)	(4)	Betul 6.67 (42.3%)	
	(5)	Mandla 6.11 (57.9%)	(5)	Khargone (West Nimar) 7.30 (39.0%)	
	(6)	Dhar 12.23 (55.9%)	(6)	Seoni 5.20 (37.7%)	
			(7)	Chhindwara 7.70 (36.8%)	
			(8)	Khandwa (East Nimar) 4.59 (35.1%)	
			(9)	Singrauli 3.84 (32.6%)	
			(10)	Burhanpur 2.30 (30.4%)	
			(11)	Ratlam 4.10 (28.2%)	
			(12)	Harda 1.60 (28.0%)	
			(13)	Sidhi 3.13 (27.8%)	
<b>Total 105.72</b>	<b>47.93</b>		<b>57.79</b>		
Maharashtra (4 + 1 LWE)	(1)	Nandurbar 11.42 (69.3%)	(1)	Gadchiroli (L) 4.15 (38.7%)	----
			(2)	Palghar 11.18 (37.4%)	
			(3)	Dhule 6.47 (31.6%)	
			(4)	Nashik 15.64 (25.6%)	
<b>Total 48.86</b>	<b>11.42</b>		<b>37.44</b>		
Manipur (5)	(1)	Tamenglong 1.35 (95.7%)	----		-----
	(2)	Ukhrul 1.74 (94.4%)			
	(3)	Churachandpur 2.55 (92.9%)			
	(4)	Chandel 1.28 (89.0%)			
	(5)	Senapati 4.19 (87.5%)			
<b>Total 11.11</b>	<b>11.11</b>				
Meghalaya (7)	(1)	West Khasi Hills 3.75 (97.8%)	----		-----
	(2)	East Garo Hills 3.05 (96.0%)			
	(3)	Jaintia Hills 3.76 (95.2%)			
	(4)	South Garo Hills 1.34 (94.3%)			
	(5)	Ribhoi 2.30 (88.9%)			
	(6)	East Khasi Hills 6.61 (80.1%)			
	(7)	West Garo Hills 4.74 (73.7%)			
<b>Total 25.55</b>	<b>25.55</b>				
Mizoram (8)	(1)	Champhai 1.23 (98.2%)	----		-----
	(2)	Serchhip 0.63 (96.8%)			
	(3)	Saiha 0.55 (96.6%)			
	(4)	Lawngtlai 1.12 (95.3%)			
	(5)	Lunglei 1.54 (95.1%)			

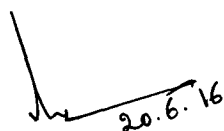
State / UT	≥ 50% STs, LWE affected(L)	≥ 25% & < 50% STs, LWE affected(L)	LWE districts with < 25% STs
Priority	1	2	3
(1)	(2)	(3)	(4)
<b>Total 10.37</b>	(6) Mamit 0.82 (95.0%) (7) Aizwal 3.74 (93.3%) (8) Kolasib 0.74 (87.7%) <b>10.37</b>		
Nagaland (11)  <b>Total 17.11</b>	(1) Tuensang 1.91 (97.1%) (2) Zunheboto 1.37 (97.0%) (3) Kiphire 0.71 (96.5%) (4) Longleng 0.49 (96.3%) (5) Phek 1.57 (96.2%) (6) Mon 2.38 (95.2%) (7) Wokha 1.57 (94.2%) (8) Mokokchung 1.78 (91.7%) (9) Peren 0.84 (88.5%) (10) Kohima 2.25 (83.9%) (11) Dimapur 2.24 (59.1%) <b>17.11</b>	-----	-----
Odisha (12 + 2 LWE)  <b>Total 76.41</b>	(1) Mayurbhanj 14.80 (58.7%) (2) Malkangiri (L) 3.55 (57.8%) (3) Rayagada 5.42 (56.0%) (4) Nabarangapur 6.81 (55.8%) (5) Gajapati 3.14 (54.3%) (6) Kandhamal 3.93 (53.6%) (7) Sundargarh 10.62 (50.8%) (8) Koraput (L) 6.98 (50.6%) <b>55.25</b>	(1) Kendujhar 8.19 (45.5%) (2) Debagarh 1.10 (35.3%) (3) Sambalpur 3.55 (34.1%) (4) Naupada 2.06 (33.8%) (5) Jharsuguda 1.77 (30.5%) (6) Kalahandi 4.49 (28.5%) <b>21.16</b>	--
Rajasthan (6)  <b>Total 51.56</b>	(1) Banswara 13.73 (76.4%) (2) Dungarpur 9.83 (70.8%) (3) Pratapgarh 5.50 (63.4%) <b>29.06</b>	(1) Udaipur 15.25 (49.7%) (2) Sirohi 2.92 (28.2%) (3) Dausa 4.33 (26.5%) <b>22.5</b>	----
Sikkim (4)  <b>Total 2.06</b>	(1) North District 0.29 (65.7%) <b>0.29</b>	(1) West District 0.58 (42.4%) (2) South District 0.41 (28.2%) (3) East District 0.78 (27.7%) <b>1.77</b>	----
Telangana (1 + LWE) <b>Total 6.57</b>	---	(1) Khammam (L) 6.57 (25.2%) <b>6.57</b>	----
Tripura (5)	(1) Dhalai 2.11 (55.7%)	(1) Gomati 1.89 (42.7%) (2) Khowai 1.40 (42.6%) (3) South Tripura 1.53 (35.5%)	----

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(Popl. in Lakhs)

State / UT	≥ 50% STs, LWE affected(L)	≥ 25% & < 50% STs, LWE affected(L)	LWE districts with < 25% STs
Priority	1	2	3
(1)	(2)	(3)	(4)
<b>Total 8.10</b>	<b>2.11</b>	(4) North Tripura 1.17 (28.1%) <b>5.99</b>	
West Bengal (2)	----	(1) Darjiling 2.51 (28.7%) (2) Alipurduar 3.82 (26.8%) <b>6.33</b>	----
<b>Total 6.33</b>			
<b>Total: 177 (142 + LWE 35)</b>	<b>(80 + LWE 14)</b>	<b>(62 + LWE 7)</b>	<b>14 LWE</b>
<b>Total 630.75</b>	<b>341.43</b>	<b>268.82</b>	<b>20.5</b>

LWE: Left Wing Extremism (Affected districts)

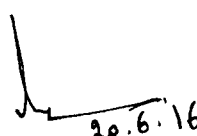




## Major Scheduled Tribe Communities (State wise - 2011 Census)

(As on 1.6.2016)

Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>1</b>	<b>ANDHRA PRADESH</b>		
	1. Yenadis..	5.34	20.3 %
	2. Yerukulas., Koracha	3.75	14.3 %
	3. Sugalis, Lambadis, Banjara	3.62	13.7 %
	4. Konda Dhoras, Kubi	2.11	8.0 %
	5. Savaras..	1.38	5.2 %
	6. Bagata	1.33	5.0 %
	<b>STs (6) (<math>\geq 5</math> % popln each)</b>	<b>17.51</b>	<b>66.6 %</b>
	Identified (28) STs (< 5 % popln)	8.05	30.6 %
	Other STs (< 5 % popln)	0.74	2.8 %
	<b>Total :</b>	<b>26.31</b>	<b>100 %</b>
<b>2</b>	<b>BIHAR</b>		
	1. Santal	4.06	30.4 %
	2. Gond	2.57	19.2 %
	3. Tharu	1.60	12.0 %
	4. Oraon..	1.44	10.8 %
	5. Kharwar	1.26	9.4 %
	<b>STs (5) (<math>\geq 5</math> % popln each)</b>	<b>10.93</b>	<b>81.8 %</b>
	Identified (27) STs (< 5 % popln)	1.27	9.5 %
	Other STs (< 5 % popln)	1.17	8.8 %
	<b>Total :</b>	<b>13.37</b>	<b>100 %</b>
<b>3</b>	<b>CHHATISGARH</b>		
	1. Gond., Arakh., Agaria, Asur, Bhatola, Bhimma, Bhuta / Bhuti., Bhar, Maria., Dhuru, Dhurwa, Dhoba, Dhulia, Dorla, Gaiki, Gatta., Kandra, Kalanga, Khatola, Koitar, Koya, Khirwar, Mana, Mannewar, Moghya, Monghya, Mudia, Nagarchi, Nagwanshi, Ojha, Raj, Sonjhari, Jhareka, Thatia, Thotya, Daroi	42.98	54.9 %
	2. Kavar., Kanwar, Cherwa, Rathia, Tanwar, Chattri	8.87	11.3 %
	3. Oraon, Dhanka, Dhangad	7.49	9.6 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>59.35</b>	<b>75.9 %</b>
	Identified (39) STs (< 5 % popln)	18.56	23.7 %
	Other STs (< 5 % popln)	0.32	0.4 %
	<b>Total :</b>	<b>78.23</b>	<b>100 %</b>



Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>4</b>	<b>GOA</b>		
	1. Gawda	1.07	71.5 %
	2. Velip	0.32	21.5 %
	<b>STs (2) (<math>\geq 5</math> % popln each)</b>	<b>1.39</b>	<b>92.9 %</b>
	Identified (6) STs ( $< 5$ % popln)	0.06	3.7 %
	Other STs ( $< 5$ % popln)	0.05	3.4 %
	<b>Total :</b>	<b>1.49</b>	<b>100 %</b>
<b>5</b>	<b>GUJARAT</b>		
	1. Bhil., Bhagalia, Bhilala, Pawra, Vasava..	42.16	47.3 %
	2. Dubla, Talavia, Halpati	6.43	7.2 %
	3. Rathawa	6.42	7.2 %
	4. Dhodia, Dhodi	6.36	7.1 %
	5. Naikda, Nayaka..	4.60	5.2 %
	<b>STs (5) (<math>\geq 5</math> % popln each)</b>	<b>65.97</b>	<b>74.0 %</b>
	Identified (24) STs ( $< 5$ % popln)	21.10	23.7 %
	Other STs ( $< 5$ % popln)	2.11	2.4 %
	<b>Total :</b>	<b>89.17</b>	<b>100 %</b>
<b>6</b>	<b>HIMACHAL PRADESH</b>		
	1. Gaddi	1.78	45.4 %
	2. Gujjar	0.93	23.6 %
	3. Kanaura, Kinnara	0.51	13.0 %
	4. Bhot..	0.27	6.9 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>3.49</b>	<b>89.0 %</b>
	Identified (6) STs ( $< 5$ % popln)	0.33	8.3 %
	Other STs ( $< 5$ % popln)	0.11	2.7 %
	<b>Total :</b>	<b>3.92</b>	<b>100 %</b>
<b>7</b>	<b>JAMMU &amp; KASHMIR</b>		
	1. Gujjar	9.81	65.7 %
	2. Bakarwal	1.13	7.6 %
	3. Bot, Boto	0.91	6.1 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>11.85</b>	<b>79.4 %</b>
	Identified (9) STs ( $< 5$ % popln)	1.96	13.1 %
	Other STs ( $< 5$ % popln)	1.12	7.5 %
	<b>Total :</b>	<b>14.93</b>	<b>100 %</b>

20.6.16

Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>8</b>	<b>JHARKHAND</b>		
	1. Santal	27.55	31.9 %
	2. Oraon..	17.17	19.9 %
	3. Munda, Patar	12.29	14.2 %
	4. Ho	9.28	10.7 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>66.29</b>	<b>76.7 %</b>
	Identified (28) STs (< 5 % popln)	18.42	21.3 %
	Other STs (< 5 % popln)	1.74	2.0 %
	<b>Total :</b>	<b>86.45</b>	<b>100 %</b>
<b>9</b>	<b>KARNATAKA</b>		
	1. Naikda, Nayaka., Beda, Bedar and Valmiki	32.96	77.6 %
	<b>ST (1) (<math>\geq 5</math> % popln each)</b>	<b>32.96</b>	<b>77.6 %</b>
	Identified (49) STs (< 5 % popln)	6.41	15.1 %
	Other STs (< 5 % popln)	3.12	7.3 %
	<b>Total :</b>	<b>42.49</b>	<b>100 %</b>
<b>10</b>	<b>KERALA</b>		
	1. Paniyan	0.88	18.2 %
	2. Kurichchan..	0.35	7.3 %
	3. Malai Arayan..	0.33	6.9 %
	4. Mavilan	0.31	6.4 %
	5. Kurumans..	0.25	5.1 %
	<b>STs (5) (<math>\geq 5</math> % popln each)</b>	<b>2.12</b>	<b>43.8 %</b>
	Identified (31) STs (< 5 % popln)	2.10	43.4 %
	Other STs (< 5 % popln)	0.62	12.9 %
	<b>Total :</b>	<b>4.85</b>	<b>100 %</b>
<b>11</b>	<b>MADHYA PRADESH</b>		
	1. Bhil, Bhilala, Barela, Patelia	59.94	39.1 %
	2. Gond., Arakh., Agaria, Asur, Maria., Bhatola, Bhimma, Bhuta / Bhuti., Bhar, Dhuru, Dhurwa, Dhoba, Dhulia, Dorla, Gaiki, Gatta, Gatti, Gaita, Kalanga, Khatola, Koitar, Koya, Khirwar., Mana, Mannewar, Moghya., Mudia., Nagarchi, Nagwanshi, Ojha, Raj, Sonjhari, Jhareka, Thatia, Thotya, Daroi	50.93	33.3 %
	3. Kol	11.68	7.6 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>122.55</b>	<b>80.0 %</b>
	Identified (40) STs (< 5 % popln)	27.98	18.3 %
	Other STs (< 5 % popln)	2.64	1.7 %
	<b>Total :</b>	<b>153.17</b>	<b>100 %</b>

20.6.16

Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>12</b>	<b>MAHARASHTRA</b>		
	1. Bhil.., Dungri Garasia, Bhagalia, Bhilala, Pawra, Vasava..	25.89	24.6 %
	2. Gond.., Arakh.., Agaria, Asur, Maria.., Bhatola, Bimma, Bhuta / Bhuti, Bhar, Dhuru, Dhurwa, Dhoba, Dhulia, Dorla, Gaiki, Gatta, Gatti, Gaita, Kandra, Kalanga, Khatola, Koitar, Koya, Khirwar.., Mana, Mannewar, Moghya.., Mudia, Nagarchi, Naikpod, Nagwanshi, Ojha, Raj, Sonjhari Jhareka, Thatia..	16.18	15.4 %
	3. Koli..	14.60	13.9 %
	4. Varli	7.96	7.6 %
	5. Kokna, Kokni, Kukna	6.87	6.5 %
	6. Thakur..	5.68	5.4 %
	<b>STs (6) (<math>\geq 5</math> % popln each)</b>	<b>77.18</b>	<b>73.4 %</b>
	Identified (39) STs (< 5 % popln)	26.17	24.9 %
	Other STs (< 5 % popln)	1.76	1.7 %
	<b>Total :</b>	<b>105.10</b>	<b>100 %</b>
<b>13</b>	<b>ODISHA</b>		
	1. Khond / Kandha.., Kui	16.27	17.0 %
	2. Santal	8.95	9.3 %
	3. Gond..	8.89	9.3 %
	4. Kolha	6.25	6.5 %
	5. Munda..	5.59	5.8 %
	6. Saora / Savar., Sahara..	5.35	5.6 %
	7. Shabar, Lodha	5.16	5.4 %
	<b>STs (7) (<math>\geq 5</math> % popln each)</b>	<b>56.46</b>	<b>58.9 %</b>
	Identified (55) STs (< 5 % popln)	38.19	39.8 %
	Other STs (< 5 % popln)	1.26	1.3 %
	<b>Total :</b>	<b>95.91</b>	<b>100 %</b>
<b>14</b>	<b>RAJASTHAN</b>		
	1. Mina	43.46	47.0 %
	2. Bhil.., Dungri Garasia, Bhagalia, Bhilala, Pawra, Vasava..	42.10	45.5 %
	<b>STs (2) (<math>\geq 5</math> % popln each)</b>	<b>85.56</b>	<b>92.5 %</b>
	Identified (9) STs (< 5 % popln)	6.25	6.9 %
	Other STs (< 5 % popln)	0.58	0.6 %
	<b>Total :</b>	<b>92.39</b>	<b>100 %</b>

20.6.16

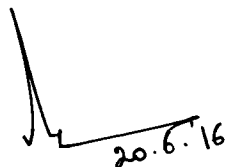
Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>15</b>	<b>SIKKIM</b>		
	1. Bhutia..	0.70	33.7 %
	2. Limboo	0.54	26.0 %
	3. Lepcha	0.43	20.8 %
	4. Tamang	0.38	18.3 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>2.04</b>	<b>98.8 %</b>
	Other STs (< 5 % popln)	0.02	1.2 %
	<b>Total :</b>	<b>2.06</b>	<b>100 %</b>
<b>16</b>	<b>TAMIL NADU</b>		
	1. Malayali	3.58	45.0 %
	2. Irular *	1.90	23.9 %
	3. Kattunayakan *	0.47	5.9 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>5.94</b>	<b>74.8 %</b>
	Identified (33) STs (< 5 % popln)	1.46	18.3 %
	Other STs (< 5 % popln)	0.55	6.9 %
	<b>Total :</b>	<b>7.95</b>	<b>100 %</b>
<b>17</b>	<b>TELANGANA</b>		
	1. Sugalis, Lambadis, Banjara	20.46	62.3 %
	2. Koya., Rajah	4.86	14.8 %
	3. Gond., Koitur	2.98	9.1 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>28.30</b>	<b>86.1 %</b>
	Identified (29) STs (< 5 % popln)	<b>2.96</b>	<b>9.0 %</b>
	Other STs (< 5 % popln)	1.61	4.9 %
	<b>Total :</b>	<b>32.87</b>	<b>100 %</b>
<b>18</b>	<b>UTTAR PRADESH</b>		
	1. Gond., Dhuria, Nayak, Ojha, Pathari	5.69	50.2 %
	2. Kharwar..	1.61	14.2 %
	3. Tharu	1.05	9.3 %
	4. Saharya	0.71	6.2 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>9.06</b>	<b>79.8 %</b>
	Identified (11) STs (< 5 % popln)	1.46	12.9 %
	Other STs (< 5 % Popln)	0.83	7.3 %
	<b>Total :</b>	<b>11.34</b>	<b>100 %</b>

 20.6.16

Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>19</b>	<b>UTTARAKHAND</b>		
	1. Tharu	0.91	31.3 %
	2. Jannsari	0.89	30.4 %
	3. Buksa *	0.54	18.5 %
	4. Bhotia	0.39	13.4 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>2.73</b>	<b>93.6 %</b>
	Identified (1) ST ( $< 5$ % popln)	0.01	0.2 %
	Other STs ( $< 5$ % popln)	0.18	6.2 %
	<b>Total :</b>	<b>2.92</b>	<b>100 %</b>
<b>20</b>	<b>WEST BENGAL</b>		
	1. Santal	25.12	47.4 %
	2. Oraon	6.44	12.1 %
	3. Bhumij	3.76	7.1 %
	4. Munda	3.66	6.9 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>38.99</b>	<b>73.6 %</b>
	Identified (36) ST ( $< 5$ % popln)	11.57	21.8 %
	Other STs ( $< 5$ % popln)	2.41	4.6 %
	<b>Total :</b>	<b>52.97</b>	<b>100 %</b>

## NORTH EASTERN STATES

<b>21</b>	<b>ARUNACHAL PRADESH</b>		
	1. Nyishi	2.50	26.2 %
	2. Galong	0.79	8.3 %
	3. Adi	0.68	7.1 %
	4. Tagin	0.63	6.6 %
	5. Wancho	0.57	6.0 %
	<b>STs (5) (<math>\geq 5</math> % popln each)</b>	<b>5.17</b>	<b>54.3 %</b>
	Identified (99) STs ( $< 5$ % popln)	4.32	45.4 %
	Other STs ( $< 5$ % popln)	0.03	0.3 %
	<b>Total :</b>	<b>9.52</b>	<b>100 %</b>

 20.6.16

Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>22</b>	<b>ASSAM</b>		
	1. Boro.	13.62	35.1 %
	2. Miri	6.80	17.5 %
	3. Karbi	4.30	11.1 %
	4. Rabha	2.96	7.6 %
	5. Kachari, Sonwal	2.53	6.5 %
	<b>STs (5) (<math>\geq 5</math> % popln each)</b>	<b>30.22</b>	<b>77.8 %</b>
	Identified (24) STs (< 5 % popln)	6.83	17.6 %
	Other STs (< 5 % popln)	1.79	4.6 %
	<b>Total :</b>	<b>38.84</b>	<b>100 %</b>
<b>23</b>	<b>MANIPUR</b>		
	1. Thadou	2.16	18.5 %
	2. Tangkhul	1.79	15.3 %
	3. Poumai Naga	1.27	10.9 %
	4. Kabui	1.04	8.9 %
	5. Mao	0.93	8.0 %
	6. Kacha Naga	0.66	5.7 %
	<b>STs (6) (<math>\geq 5</math> % popln each)</b>	<b>7.85</b>	<b>67.3 %</b>
	Identified (27) STs (< 5 % popln)	3.61	31.0 %
	Other STs (< 5 % popln)	0.21	1.8 %
	<b>Total :</b>	<b>11.67</b>	<b>100 %</b>
<b>24</b>	<b>MEGHALAYA</b>		
	1. Khasi, Jaintia, Synteng, Pnar, War, Bhoi, Lyngngam	14.12	55.2 %
	2. Garo	8.21	32.1 %
	<b>STs (2) (<math>\geq 5</math> % popln each)</b>	<b>22.33</b>	<b>87.4 %</b>
	Identified (15) STs (< 5 % popln)	1.49	5.8 %
	Other STs (< 5 % popln)	1.74	6.8 %
	<b>Total :</b>	<b>25.56</b>	<b>100 %</b>
<b>25</b>	<b>MIZORAM</b>		
	1. Any Mizo (Lushai) tribes	7.35	70.9 %
	2. Chakma	0.97	9.4 %
	3. Pawi	0.51	5.0 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>8.83</b>	<b>85.2 %</b>
	Identified (12) STs (< 5 % popln)	1.45	14.0 %
	Other STs (< 5 % popln)	0.07	0.7 %
	<b>Total :</b>	<b>10.36</b>	<b>100 %</b>

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Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>26</b>	<b>NAGALAND</b>		
	1. Naga	16.68	97.5 %
	<b>ST (1) (<math>\geq 5</math> % popln each)</b>	<b>16.68</b>	<b>97.5 %</b>
	Identified (4) STs ( $< 5$ % popln)	0.34	2.0 %
	Other STs ( $< 5$ % popln)	0.09	0.5 %
	<b>Total :</b>	<b>17.11</b>	<b>100 %</b>
<b>27</b>	<b>TRIPURA</b>		
	1. Tripura..	5.92	50.8 %
	2. Rieng *	1.88	16.1 %
	3. Jamatia	0.83	7.1 %
	4. Chakma	0.80	6.8 %
	<b>STs (4) (<math>\geq 5</math> % popln each)</b>	<b>9.44</b>	<b>80.9 %</b>
	Identified (15) STs ( $< 5$ % popln)	1.75	15.0 %
	Other STs ( $< 5$ % Popln)	0.48	4.1 %
	<b>Total :</b>	<b>11.67</b>	<b>100 %</b>

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<b>28</b>	<b>A &amp; N ISLANDS</b>		
	1. Nicobarese	0.27	95.2 %
	<b>ST (1) (<math>\geq 5</math> % popln each)</b>	<b>0.27</b>	<b>95.2 %</b>
	Identified (5) STs ( $< 5$ % popln)	0.01	2.7 %
	Other STs ( $< 5$ % popln)	0.01	2.1 %
	<b>Total :</b>	<b>0.29</b>	<b>100 %</b>
<b>29</b>	<b>D &amp; N HAVELI</b>		
	1. Varli	1.12	62.8 %
	2. Kokna	0.28	15.6 %
	3. Dhodia	0.24	13.6 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>1.64</b>	<b>91.9 %</b>
	Identified (4) STs ( $< 5$ % popln)	0.06	3.3 %
	Other STs ( $< 5$ % popln)	0.08	4.8 %
	<b>Total :</b>	<b>1.79</b>	<b>100 %</b>

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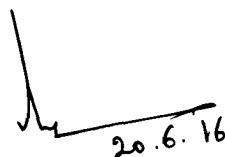


Sl. No.	State, ST Community	ST Popln	Of State ST Popln
1	2	3 (lakhs)	4 (%)
<b>30</b>	<b>DAMAN &amp; DIU</b>		
	1. Dubla (Halpati)	0.11	72.2 %
	2. Dhodia	0.02	15.2 %
	3. Varli	0.01	9.0 %
	<b>STs (3) (<math>\geq 5</math> % popln each)</b>	<b>0.15</b>	<b>96.5 %</b>
	Identified (2) STs ( $< 5$ % popln)	0.00	1.3 %
	Other STs ( $< 5$ % popln)	0.00	2.3 %
	<b>Total :</b>	<b>0.15</b>	<b>100 %</b>
<b>31</b>	<b>LAKSHADWEEP</b>		
	1. STs (except 2 below) ( $\geq 5$ % popln)	0.61	99.99 %
	2. Laccadive, Minicoy & Amini Islands residents	0.00 (4)	0.01 %
	<b>Total :</b>	<b>0.61</b>	<b>100 %</b>

Note:

- (1) There are 75 Particularly Vulnerable Tribal Groups (PVTGs). Of these, PVTGs with  $\geq 5$  % population is separately indicated.
- (2) There are no notified STs in States of Haryana, Punjab, NCT of Delhi, UTs of Chandigarh and Puducherry.

Source: Census 2011 data, Website of O/o RGI

  
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## List of activities (Illustrative) for SCA funding

S.No.	Category	Issues / Activities
1.	Education (In conjunction with SSA/ RMSA funds)	<ul style="list-style-type: none"> <li>(i) Addition to existing building infrastructure of Secondary / Sr Secondary School [Even with upgradation of Primary / Upper Primary School] [Repair and Maintenance of existing buildings not covered]</li> <li>(ii) Construction of co-ed residential schools.</li> <li>(iii) Construction of Girls and Boys Hostels.</li> <li>(iv) Use of solar energy in residential schools and Hostels.</li> <li>(v) Vocational training centers (including for modern sector of economy like IT, green energy etc.) in residential school (Preferably at Sr Secondary level)</li> <li>(vi) IT based education facilities / equipment (For Sr Secondary level)</li> <li>(vii) Special measures for identification and nurturing / promotion of talented tribal students.</li> <li>(viii) Recurring cost for 3 to 5 years for special efforts / innovative measures like : <ul style="list-style-type: none"> <li>(1) Introduction of English as school teaching medium.</li> <li>(2) Special scholarships for admission in best public schools in States for nurturing of tribal talents</li> <li>(3) Soft skill improvement measures in schools (after normal academic teaching hours)</li> <li>(4) Super 30 type of specialized training / coaching facilities.</li> </ul> </li> </ul>
2.	Health	<ul style="list-style-type: none"> <li>(i) Addition to / Strengthening of building infrastructure of CHC / PHC</li> <li>(ii) Equipments with minimum three years life period.</li> <li>(iii) Mobile Dispensary in remote locations.</li> <li>(iv) Conduct of screening for acute health problems like Sickle Cell Anemia among Tribal Students and provision of health cards.</li> <li>(v) Focus on eradication of prevalent endemic health problems like Malaria, Leprosy, TB etc.</li> <li>(vi) Training of tribal students in paramedical courses.</li> </ul>

S.No.	Category	Issues / activities
3.	Data Support for Strengthening Entitlement and Land Rights	<ul style="list-style-type: none"> <li>(i) FRA entitlements <ul style="list-style-type: none"> <li>- Data compilation</li> <li>- MFP Plantation and other measures for Income-support</li> </ul> </li> <li>(ii) Land alienation – Data Base</li> <li>(iii) Assistance to STs for land development and increasing productivity</li> <li>(iv) Efforts for Resettlement and Rehabilitation of Project Displaced ST households</li> </ul>
4.	Agriculture, Horticulture, Animal Husbandry (AH), Fisheries, Dairy & others in Primary Sector	<ul style="list-style-type: none"> <li>(i) Adoption and extension of commercial and traditional crops to augment tribal household income.</li> <li>(ii) Soil health management and moisture / water conservation measures (including dug-well, tube-well, pump-set etc.)</li> <li>(iii) Promotion of organic farming.</li> <li>(iv) Tribal area specific technical support through KVKs, and other Agricultural Research Organizations (including strengthening of Extension mechanism).</li> </ul> <p><b>Horticulture:</b></p> <ul style="list-style-type: none"> <li>(i) Setting up nurseries of fruits, flowers, vegetables including polyhouse, greenhouse farming.</li> <li>(ii) Practice and promotion of growing horticultural products with forward linkages like warehousing, processing etc.</li> <li>(iii) Commercial apiculture through tribal beneficiaries.</li> <li>(iv) Promotion of aromatic and medicinal plants.</li> <li>(v) Use of Drip irrigation and other modern techniques.</li> </ul> <p><b>Dairy Development:</b></p> <ul style="list-style-type: none"> <li>(i) Cooperative based (or other) dairy development including processing and chilling infrastructure to ensure better and reasonable price to tribal households.</li> <li>(ii) Veterinary services including building infrastructure and equipment.</li> <li>(iii) Improvement of local breed for high yield output through AI. (artificial insemination)</li> <li>(iv) Providing training and assistance with backward and forward linkages for self-employment.</li> </ul>

S.No.	Category	Issues / activities
		<b>Poultres &amp; Fisheries:</b> <ul style="list-style-type: none"> <li>(i) Commercial fisheries through tribal beneficiaries including production of fries and fingerlings with proper linkages to market value chain. (Including training facilities)</li> <li>(ii) Promotion of backyard fisheries.</li> <li>(iii) Promotion of poultry as income generating activity with backward and forward linkages.</li> </ul>
5.	Other income generating schemes to augment Tribal household economy.	<ul style="list-style-type: none"> <li>(i) establishment of Agro / forest / natural resource based micro / village industries through training of Tribal Cooperatives / SHGs / individual entrepreneurs.</li> <li>(ii) Augmentation of existing infrastructure (including design development etc.) for tribal products like textiles, handicrafts, sericulture products for better income to tribal artisans.</li> <li>(iii) Warehousing and food processing facilities for ensuring increased life to tribal products.</li> <li>(iv) Village tourism, Eco-tourism, Adventure tourism</li> <li>(v) Promotion and skill development in traditional tribal cultural attributes like tribal jewelry, painting, dance forms, music and culinary art etc.</li> <li>(vi) Any other activity with assured self-employment / placement linkages.</li> </ul>
6.	Administrative / institutional framework and Research Studies	<ul style="list-style-type: none"> <li>(i) Strengthening of TRI (with building infrastructure / equipment and IT support)</li> <li>(ii) Preparation of field manual in regional languages for effective implementation.</li> <li>(iii) Conducting research on specific tribal issues.</li> <li>(iv) IT equipment support for TSP monitoring.</li> </ul>
7.	Skill Development (in conjunction with TSP flow under ongoing schemes of GoI / State Govt. Departments / PSEs / Authorities established by Govt.)	<ul style="list-style-type: none"> <li>(i) To focus on women centric activities / projects with provision of major sanctioned amount for female beneficiaries.</li> <li>(ii) Provision for additional units / classes in special vocational training courses in govt. institutions especially MSME tool rooms (Also for school dropouts)</li> <li>(iii) Provision for additional seats to ST candidates in regular skill development courses with assured employment / self-employment.</li> </ul>

S.No.	Category	Issues / activities
8.	Promotion of sports & games (in conjunction with TSP flow of different GoI / State Govt. Programmes)	(i) Provision of sports facilities in tribal schools. (ii) Construction of Sports Complex, Mini Stadium etc. (iii) Organizing sports events with due participation of tribal youth

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No.M-11012/03/2013-SJ&SW  
Planning Commission  
(SJ&E Division)


Yojana Bhavan, Sansad Marg,  
New Delhi, Dated the 18<sup>th</sup> June, 2014

**Office Memorandum**

**Subject:** Revised Guidelines for Implementation of SCSP/TSP by the States/UTs.

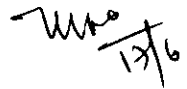
Planning Commission set up an Inter-Ministerial Committee under the Chairpersonship of Secretary, Planning Commission, "to effectively implement SCSP/ TSP as an essential instrument for accomplishing inclusive growth". The Committee after detailed deliberations with the stakeholder, including State Governments, has revised the guidelines for implementation of Scheduled Caste Sub-Plan (SCSP) and Tribal Sub-Plan (STSP) by the States/UTs. These guidelines are in supersession of guidelines issued by the Planning Commission/ Government of India from time to time including guidelines dated 31<sup>st</sup> October, 2005. A copy of each of the proposed revised guidelines is enclosed for information and suitable implementation by the States/UTs.

2. This issues with the approval of competent authority.

  
(Madan Mohan)  
Adviser (SJ&E)  
Tel. No. 23096723

Chief Secretaries of all States/UTs.

- Copy to : (i) Secretary, Ministry of Social Justice & Empowerment, Shastri Bhavan, New Delhi.  
✓ (ii) Secretary, Ministry of Tribal Affairs, Shastri Bhavan, New Delhi.

  
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**Revised Guidelines for Implementation of Tribal Sub-Plan (TSP) by the States/UTs**

**1.1 Objective:**

The objective of the Tribal Sub-Plan (TSP) is to bridge the gap between Scheduled Tribe (ST) population and others by accelerating the development of STs by securing to them:

- (i) Human resource development by enhancing their access to education and health services,
- (ii) Enhanced quality of life by providing basic amenities in tribal areas/localities including housing;
- (iii) Substantial reduction in poverty and unemployment, creation of productive assets and income generating opportunities
- (iv) Enhanced capacity to avail opportunities, gain rights and entitlements and improved facilities at par with other areas, and
- (v) Protection against exploitation and oppression.

**1.2 Role of Nodal Department**

At the State level the Tribal Welfare Department must be the nodal department authorized to lead the process of TSP development. The nodal department will work in close coordination with all relevant line departments. Directions of the Tribal Welfare Department must be made binding on the line departments.

Secretary of the Nodal department will be Member-Secretary of the Executive Committee, chaired by the Chief Secretary, which will be responsible for appraisal, of the perspective document as well as of the TSP schemes of different departments for inclusion in Annual TSP. The EC shall also be responsible for the monitoring and evaluation of the TSP Plans Minister of the Nodal Department will be Vice-chairman of the Apex Level Committee/Tribal Advisory Council, chaired by Chief Minister that will approve the Annual Tribal Sub-Plan.

The Nodal Department shall:

- i. Identify socio-economic indicators to highlight development deficits of ST population
- ii. Conduct a critical gap analysis to assess the deprivation of STs on identified socio-economic parameters
- iii. Identify priority-areas under TSP in consultation with line departments.
- iv. Prepare a comprehensive perspective TSP and Prepare Annual TSP documents taking into account various sources of funding
- v. Examine various on-going schemes and their budgetary allocations and suggest new schemes on the basis of assessment and discussions with the concerned line Departments
- vi. Suggest strategic measures, set target-oriented specific socio-economic indicators for various programmes/schemes in consultation with the line departments;
- vii. Grant approval for introduction of new schemes.
- viii. Grant approval for re-appropriation of TSP funds from one department to another after mid-year review.

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- ix. Undertake scrutiny of the schemes/programmes submitted by the line departments to ensure that (i) concerned departments are providing for STs in their budget and plans funds and guidelines to the same extent as is available to other populations, in proportion to their requirement, (ii) that only those schemes/programmes, that full-fill the criteria of securing direct benefits to ST individuals, households and localities and are aligned to the strategic objectives of TSP are included in the TSP. (iii) Service delivery standards under various departmental schemes are established and adhered to.
- x. Submit such proposals, with their evaluation, to the Executive Committee for appraisal.
- xi. Design a comprehensive monitoring framework with well-defined indicators
- xii. Co-ordinate progress of various schemes/ programmes.
- xiii. Device a mechanism for speedy transfer of funds directly to field formations under intimation to District Headquarters, instead of being routed through District Headquarters, by enforcing on them a system of accountability for effective utilization of the funds.
- xiv. Conduct evaluation to access the impact of schemes implemented under TSP, on the socio-economic conditions of STs on regular basis.
- xv. Ensure the follow up of the schemes implemented and maintenance of proper records on assets created under TSP in District/Block etc.
- xvi. Ensure that service delivery is standardized and adhered to in time-bound manner.
- xvii. Ensure transparency and accountability at all levels in the implementation of TSP schemes and dissemination of information electronically relating to schemes/programmes, allocation and expenditure along with physical targets and achievements in respect of each department and placing this information in public domain.
- xviii. Ensure that all the institutional mechanisms are established at various levels, i.e State, District, Block, Gram Sabha etc., as laid down in the guidelines.
- xix. Ensure that the gaps still remaining under the TSP financing pattern are highlighted for each ITDPs/ITDAs/MADA/Cluster/State level at the time of TSP financial allocations so as to facilitate the synchronization of the gap filling role of the Ministry's scheme SCA to TSP with the gaps identified in TSP.
- xx. Ensure that time bound action is initiated by various departments to meet the requirements of these guidelines.

### 1.3 Perspective Document and Annual Plans

The States/UTs shall prepare a comprehensive perspective TSP document, taking into account all available sources of funding, to serve as a road map for implementation. Funds available for TSP under Central Sector and Centrally Sponsored Schemes as well as State Plans and Central Plans shall be pooled for the purposes of planning for TSP.

This perspective document shall, inter-alia, reflect on:

- i. Strategy to address the gaps and deficits in terms of relevant schemes taking into consideration the strengths of the tribal's community, allocation of funds, fixing physical targets to address inter-tribal and inter-habitation variance /inequalities in their socio-economic status and equity based approach. The needs of the Particularly Vulnerable Tribal Groups (PTGs) will be accorded priority with focused approach and special

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- attention to improve their conditions of food security, health and education for mainstreaming these sections.
- ii. The strategy should define priorities for the TSP with a focus on long-term sustained gains in relation to area development.
  - iii. Likely flow of benefits, in financial as well as physical terms, and specific steps required for accessing benefits by the tribals from each of the national (and State) level Flagship Schemes.
  - iv. Role and contribution of NSTFDC and State level STFDC and TRIFED etc.
  - v. Critical evaluation to assess whether the ongoing schemes/ programmes have the potential to accelerate the pace of development of STs and result in bridging the gap in development in a time-bound manner.
  - vi. Mechanisms/surveillance system to ensure utilization of funds meant for the intended purpose.
  - vii. Evaluation as to how TSP has and is likely to help the STs in respect of the following key areas concerning STs:
    - a) Prevention of land alienation and indebtedness
    - b) Access and control over forest and effective implementation of FRA and PESA, wherever applicable
    - c) Involuntary displacement due to development projects, proper rehabilitation
  - viii. Outcome Analysis with critical evaluation of implementation strategies in terms of effectiveness of schemes/programmes.

The States/UTs shall break up the **Perspective Plan into doable annual Plans** and accordingly prepare annual plan documents taking into account all available funds during the year, including Centrally Sponsored Schemes.

#### 1.4 Selection of schemes/programmes

The TSP should include only such existing schemes (including additional components to existing schemes) or new proposed schemes, which full-fill following criterion:

- a. Provide clearly defined direct and quantifiable benefits to ST individuals or Scheduled Tribe households or Tribal areas the benefit provided to the STs along-with other people at a particular time may not be treated as direct benefit under TSP.
- b. Create the potential to accelerate the pace of the development of STs and to bridge the gaps in socio-economic development indicators between STs and other sections of the society
- c. The focus of such schemes should be on education, income generation, improving access to irrigated land, entrepreneurship, employment and skill development projects and access to basic amenities.
- d. Have in-built mechanisms/surveillance system to ensure utilization of funds meant for the intended purpose.

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### 1.5 Earmarking/ Allocation of funds

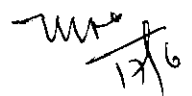
Nodal Departments shall ensure that concerned departments are providing for STs in their budget and plans funds and guidelines to the same extent as is available to other populations, in proportion to their requirement.

Approval of Planning Commission may not be accorded to State Plans if funds are not earmarked under TSP, in proportion to the population of STs in State.

State governments should ensure that TSP funds are placed **under the control of the Nodal Department.**

Funds shall be earmarked/ allocated to the TSP subject to the following conditions:

- i. The expenditure under TSP is meant only for filling the development deficit, as an additional financial support, **over and above the normal provisions which should be available to STs, like others**, in various schemes, including in flagship programmes.
- ii. The funds under TSP are earmarked from the total plan outlays (not excluding the investments under externally aided Projects-EAPs and any other scheme), not less than the population proportion of STs in State as per 2011 Census and in tune with problem share of the ST population..
- iii. The funds should be earmarked well in advance, at least six months, prior to commencement of the financial year. The size of the TSP fund thus earmarked shall be communicated to all departments for commencing process of preparation of TSP of each department.
- iv. There shall not be any notional allocations, that don't have flows/schemes directly benefiting STs.
- v. Special attention shall be paid to allocate more funds to STs residing in the Scheduled Areas.
- vi. Due to physical remoteness and difficult terrain of tribal habitations, financial norms may need to be higher in tribal areas as compared to general areas. This should be ensured so that service standards in ST areas are not compromised.
- vii. Every State/UT shall undertake skill mapping and allocate funds under TSP for skill development of tribal youth and set targets in the light of the monitorable targets under poverty and employment in the 12th Five Year Plan. The target under 12th Five Year Plan is to generate 50 million new work opportunities through skill development.
- viii. The synergy of inter-sectoral programmes and an integrated approach/convergence with other schemes/programmes are ensured for efficient utilization of resources.
- ix. The departments, in consultation with Nodal Department, shall prepare the TSP to promote equity in development among various social groups within STs.
- x. To ensure non-divertibility, funds under TSP shall be earmarked under a separate Minor Head below the functional major Head/Sub-Major Heads
- xi. The TSP funds, under Minor Head shall comprise sector-wise and scheme-wise allocations and actual expenditures incurred
- xii. To ensure effective and optimum use of resources, the re –appropriation of TSP funds from one Department to another Department should be facilitated after mid-year review.

  
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Appropriation of TSP funds from one Department to another Department shall be with the approval of the Nodal Department.

- xiii. The State government may device a mechanism for speedy transfer of funds directly to field formations under intimation to District Headquarters, instead of being routed through District Headquarters, by enforcing on them a system of accountability for effective utilization of the funds.

**1.6 Norms for allocation**

There should be no division of the total Plan outlay into so-called divisible and non-divisible components, with the TSP being confined to the divisible outlays alone. Norms to be followed for allocation of the cost of a scheme to the Tribal Sub-Plan are given in table below.

**Table : Norms for allocation of cost of a scheme to TSP**

Sl No	Type of Scheme	Cost to be allocated and accounted for under TSP
1.	Exclusively for ST individuals or ST households,	100%
2.	For Scheduled Tribes habitations	100 %
3.	Benefiting mixed habitations	In proportion of the population of the STs in the habitation.
4	General schemes benefiting ST individuals or ST households, along with others	In proportion to the Scheduled Tribe beneficiaries actually covered.
5.	non-divisible infrastructure works	estimates of likely benefits that may flow to STs may be shown as likely flow to TSP.
6.	For area based development projects/activities	25% in respect of the States/UTs having upto 10% ST population.
7.	Reimbursement of fee for higher education in self –financed private institution	To be fully met from TSP fund

The schemes that follow other norms shall be recommended by concerned agency in the departments and aggregated for placing before the Minister, Tribal Welfare Department of State for consideration and approval as a pre-budget process.

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### 1.7 Establishing Standards for Service Delivery

For the TSP to succeed in its avowed objective of filling critical gaps in the development of STs within a defined time frame, it is necessary that minimum acceptable standards of service delivery in each are established and enforced across sectors, across geographies. At present the rigor and quality of existing service delivery varies greatly from State to State and also within States, between districts/ ITDPs etc. The Nodal department must ensure that all line departments establish these standards of service delivery and strictly monitor their enforcement. The Nodal Department, in concert with the concerned line department, must ensure that the minimum standard of service delivery is maintained at all levels for activities undertaken through TSP. For example, in case of education at elementary level the minimum standards as stipulated under the RTE Act should be the benchmark. For Secondary level and above, the State specific norms are to be followed. The efforts should be made to improve upon the existing standards through innovative exemplar practices. The standards are to be maintained in infrastructure development, teacher training, Meals, support to students and support to teachers.

Similarly, for health sector, it must be ensured that the services being delivered through the TSP are meeting standard requirement and not inferior to similar services being provided to other categories. It is also emphasised that the children in Ashram Schools and Hostels are provided with adequately diverse diet rich in essential nutrients with the appropriate frequency to ensure their optimal physical growth and cognitive development. A periodic health check-up of these children is conducted as per the guidelines of RBSK, NRHM.

A robust monitoring system to monitor the standards of service delivery is therefore, a non-negotiable requirement. States/UTs must put in place a system for regular monitoring of standards of service delivery.

### 1.8 Formulation of TSP

The State, after estimating the gaps in the development of Scheduled Tribes, will prioritize their development needs through a consultative process, and shall formulate the TSP schemes and prepare the TSP within the State Annual Plan and Five Year Plan.

In the formulation of TSP, the States/UTs shall proceed as follows:

- i. TSP should be formulated at the District level by the District Planning and Monitoring Committee (DPMC).
- ii. The DPMC must reflect on the actual demand for the schemes/programmes that are to benefit STs, giving priority to equity aspect of their local aspirations and socio-economic backwardness.
- iii. The annual plan must be approved by the District Planning Committee so that it has the approval of the highest PRI.
- iv. In case of area-oriented schemes, a Block level approach should be adopted so as to facilitate the inclusion of ST habitations which remain uncovered under District level approach.
- v. The TSP at ITDP/ ITDA/ District level should form the basis for the State TSP formulation and implementation. The requirement of funds across

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DPMC proposals put together would generate demand for TSP requirement at the State level.

- vi. In the States having Scheduled Areas, the Gram Sabhas should undertake an exercise to identify the areas needing priority attention in villages. These priority activities may form TSP at cluster/MADA/ ITDP/ITDA level.
- vii. To prepare a realistic budget, matching sectoral priorities and actual budgetary flow, the Nodal department should consult all related Departments to :
  - a. identify priority-areas under TSP
  - b. examine various on-going schemes and their budgetary allocations and
  - c. suggest new schemes.
- viii. The approval of the Nodal Department is mandatory for introduction of new schemes.
- ix. Service delivery should be standardized and adhered to in time-bound manner.
- x. To facilitate the synchronization of the gap filling role of SCA to TSP, gaps still remaining under the TSP financing pattern must be highlighted for each ITDPs/ITDAs/MADA/Cluster/State level at the time of TSP financial allocations.

### 1.9 Appraisal and Approval

The Plans prepared by the various departments of States/UTs should have a stringent appraisal process and only those plans/programmes that pass this appraisal should be included in the Annual TSP of the State/UT. The following steps shall be adopted in the appraisal and approval process:

1. Schemes/programmes submitted by line departments will be scrutinized by the Nodal Department to ensure that (i) only those scheme/programmes, which full-fill the criteria of securing direct benefits to ST individuals, households and localities and are aligned to the strategic objectives of TSP are processed/cleared; (ii) service delivery standards under all concerned schemes are established for all levels of delivery
2. The Nodal Department will submit such proposals, with their evaluation, to the Executive Committee for appraisal.
3. The Executive Committee shall undertake appraisal of the perspective document and the TSP schemes submitted by the departments for inclusion in Annual TSP. Appraisal shall involve a critical analysis of the following:
  - a. Extent of gaps and extent to which the proposed schemes will bridge it.
  - b. Are the benefits quantifiable?
  - c. Whether the Departments have the institutional capability for

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- effective implementation of TSP or have a plan to create such institutional capabilities.
- d. Whether the Departments have institutionalized control over local plans and resources for TSP in the Gram Sabhas in the Scheduled Areas.
  - e. Whether the required monitoring/tracking and outcome evaluation mechanism has been established.
4. The Appraisal Report of the Executive Committee will be considered by the Apex Level Committee (ALC) for approval..

### **1.10 TSP Monitoring**

The Nodal Department will co-ordinate progress of various schemes/ programmes and design a comprehensive monitoring framework with well-defined indicators, covering provisioning, service delivery standards as well as outcomes.

The concerned line departments will specifically monitor TSP progress and performance within their regular monitoring mechanisms at all levels. Nodal department will monitor progress for review by the Executive Committee.

The quarterly Performance Review report of the State TSP should be communicated to the TSP Unit, Planning Commission as well as Ministry of Tribal Affairs through online/e-mail system.

### **1.11 Institutional Arrangements**

To effectively discharge its mandate, the Nodal Department will be adequately strengthened through technical support group, knowledge leadership, analytical functioning in areas pertaining to strategic planning, demand assessment, gap analysis, long-term impact of schemes/programmes and collection of related data for evidence-based planning and decision making, capacity building at all levels etc. The State government may provide an appropriate percentage of TSP allocation towards evaluation and monitoring activities, after optimal utilization of their existing resources, including manpower.

The States/ UTs shall establish the following institutional structures and mechanism for effective formulation, implementation and monitoring of TSP.

#### **State Level**

1. **Apex Level Committee** (ALC) or a Tribal Advisory Council with the Chief Minister as Chairperson and Minister of the Nodal Department as Vice-chairman.

#### **Key functions:**

- a. To formulate policies relating to TSP
- b. To approve perspective TSP document and Annual TSP Plans
- c. To suggest measures for proper planning and implementation of the schemes by the departments

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To monitor progress of TSP so as to take timely corrective measures for improving performance of the departments

The APC/TAC will meet once in six-months.

**2. Executive Committee** with the following composition:

Chief Secretary- Chairperson

Secretaries of all line departments - Members

Secretary of Nodal department – Member-Secretary,

**Key functions:**

- a. Appraisal of the perspective TSP document and Annual Tribal Sub-Plan
  - b. Monitoring implementation of Annual TSP Plans
  - c. Evaluation of implementation of Annual TSP Plans.
- The Executive Committee shall submit its report on the above matters and emerging issues to the ALC/TAC

The Executive Committee will hold its meetings every three months

**District Level**

District Planning and Monitoring Committee (DPMC) with following composition:

Dy. Commissioner /District Collector- Chairperson

Project Officers of ITDP/ITDA – Secretary

District level officers- Members

The DPMC shall also have representation from local legislative and parliamentary constituencies.

**Key functions:**

- a. Formulate TSP at the District level.
- b. Get it approved by the District Planning Committee.
- c. Review the implementation of Tribal Sub-plan every month.
- d. Communicate the quarterly Performance Review Report to the Executive Committee

**Gram Panchayat Level**

Gram Panchayat shall review the implementation of TSP/MADA/cluster programmes in the villages on a monthly basis and forward the report to the DPMC through on-line system.

**Gram Sabha Level**

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Gram Sabha shall also review the implementation of TSP/MADA/cluster programmes in the villages in the Scheduled Area at periodic intervals.

### **Social Audit**

The States/UTs shall set up its own *Social Audit Programme* with the involvement of elected representatives, beneficiaries and reputed voluntary organizations/NGOs/CSOs. Even within the geographical boundaries of the Gram Sabha, as tribal habitations are scattered at large distances, States/UTs shall design social audit programmes such that these are undertaken at the level of the ST cluster or habitation. States/UTs shall undertake to develop adequate capacities amongst the inhabitants of the cluster/habitations.

### **1.12 Transparency and Accountability**

The States/UTs shall make their Nodal departments responsible for ensuring transparency and accountability at all levels in the implementation of TSP schemes and for placing in the public domain information relating to schemes/programmes, allocation, expenditure, physical targets and achievements in respect of each department.

Further, the following measures shall be taken:

- a. Each department of the State/ UT shall host relevant documents, as decided by the nodal department, in the public domain.
- b. The Nodal Department may ensure the follow up of the schemes implemented and maintenance of proper records on assets created under TSP in District/Block etc.
- c. States may devise some parameters indicating performance in implementation of TSP for key field functionaries.

■ The States/UTs shall establish a web enabled MIS with software engineered data to make all information regarding release of funds and expenditure against each scheme/programmes, physical progress, etc to be equally accessed by and monitored in public domain and for faster information exchange between the various stakeholders through the network.

### **1.13 Outcome Evaluation**

The following measures will be taken for effective evaluation of schemes under TSP:

- a. A Bench Mark Survey (BMS) shall be undertaken at grass root level in each State/UT to ensure that the delivery of benefits under TSP reach STs. It should reflect benefits already drawn, socio-economic status of STs, occupational category, availability of basic amenities etc. It shall be conducted on a continuing basis to reflect the impact as measurable indications of socio-economic upliftment and change.
- b. The State Tribal Research Institutions should be involved in the process. The consultation with the civil society organizations may also be exercised.
- c. Evaluation studies on TSP shall be undertaken to oversee not only the implementation and monitoring of utilization of funds under TSP but also the evaluation of the programmes/schemes under TSP and ultimately their impact on the upliftment of socio-economic conditions of the tribals.

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- d. The State Commissions for Scheduled Tribes will be strengthened and mandated to get independent evaluations of TSP conducted at the State/District/Project level.

**1. Manpower Planning, Training and Orientation**

The States/UTs shall strengthen their Nodal and implementing departments in the field to effectively discharge their mandate with regard to implementation, monitoring and evaluation of the TSP.

States/UTs shall establish Technical Support Group and TSP Research Cells at Nodal departments as well as in line departments. The key function will be to assist the nodal and line departments for strategic planning, demand assessment, gap analysis, assessment of long-term impact of schemes/programmes and collection of reliable data for evidence-based planning and decision making.

The capacity building of the personnel at all levels shall also be taken up on priority for yielding the desired outcomes under TSP. Training and orientation should involve strategic planning and project management so that the problems faced by the tribals and their point of view are addressed in the formulation and implementation of TSP.

States/UTs shall provide a field manual in regional languages for use by field officers to facilitate effective implementation and monitoring of various schemes/programmes.

**2. Creation of general awareness of TSP schemes**

State Governments shall take initiatives to generate awareness among the general public about the schemes to be implemented/being implemented for the development of STs by the different departments of the State Governments through electronic and print media.

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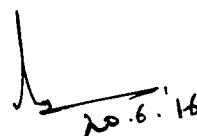
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Minimum Floor Allocation under Article 275(1) (2016-17)									
								(Rs. in Lakh)	
Sl. No.	States	ST Popln (in lakh)	ITDP / ITDA Area (in sq km)	2015-16 Allocation	2016-17 Allocation Proposed			Proposed Allocation (75%)	
				75% on Popln (Floor) (1392,28.00)	50% (on popln)	25% (on area)	75% (6+7)		
1	2	3	4	5	6	7	8	9	10
				1044,21	700,00	350,00	1050,00	Min.	Max.
<b>A</b>									
1	AP	26.31	15,018	26,41.73	17,70.90	7,59.28	25,30.18	25,30.18	26,41.73
2	Bihar	13.37	118	13,42.45	8,99.92	5.97	9,05.89	9,05.89	13,42.45
3	Chhattisgarh	78.23	55,262	78,54.89	52,65.58	27,93.95	80,59.53	78,54.89	80,59.53
4	Goa	1.49	0	1,49.61	1,00.29	0.00	1,00.29	1,00.29	4,50.00
5	Gujarat	89.17	26,042	89,53.35	60,01.94	13,16.64	73,18.58	73,18.58	89,53.35
6	HP	3.92	23,655	3,93.60	2,63.85	11,95.95	14,59.80	3,93.60	14,59.80
7	J & K	14.93	50,135	14,99.09	10,04.92	25,34.73	35,39.66	14,99.09	35,39.66
8	Jharkhand	86.45	43,604	86,80.25	58,18.86	22,04.54	80,23.40	80,23.40	86,80.25
9	Karnataka	42.49	25,397	42,66.32	28,59.96	12,84.03	41,43.98	41,43.98	42,66.32
10	Kerala	4.85	6,128	4,86.98	3,26.45	3,09.82	6,36.27	4,86.98	6,36.27
11	MP	153.17	108,199	153,79.45	103,09.72	54,70.34	157,80.06	153,79.45	157,80.06
12	Maharashtra	105.10	39,307	105,52.85	70,74.17	19,87.29	90,61.46	90,61.46	105,52.85
13	Odisha	95.91	63,896	96,30.10	64,55.60	32,30.46	96,86.07	96,30.10	96,86.07
14	Rajasthan	92.39	19,770	92,76.67	62,18.68	9,99.53	72,18.21	72,18.21	92,76.67
15	Tamil Nadu	7.95	2,058	7,98.24	5,35.11	1,04.05	6,39.16	6,39.16	7,98.24
16	Telangana	32.87	18,760	33,00.40	22,12.45	9,48.47	31,60.92	31,60.92	33,00.40
17	UP	11.34	92	11,38.62	7,63.28	4.65	7,67.94	7,67.94	11,38.62
18	Uttarakhand	2.92	1,435	2,93.19	1,96.54	72.55	2,69.09	2,69.09	4,50.00
19	West Bengal	52.97	8,499	53,18.60	35,65.36	4,29.69	39,95.05	39,95.05	53,18.60
	<b>Total</b>	915.83	507,375	919,56.39	616,43.59	256,51.95	872,95.54	833,78.26	963,30.87
<b>B</b>	<b>NE States</b>								
20	Arunachal	9.52	83,743	9,55.88	6,40.78	42,33.89	48,74.67	9,55.88	48,74.67
21	Assam	38.84	9,347	38,99.84	26,14.28	4,72.57	30,86.85	30,86.85	38,99.84
22	Manipur	9.03	20,126	9,06.68	6,07.80	10,17.53	16,25.33	9,06.68	16,25.33
23	Meghalaya	25.56	22,429	25,66.42	17,20.42	11,33.97	28,54.39	25,66.42	28,54.39
24	Mizoram	10.36	21,081	10,40.22	6,97.32	10,65.82	17,63.14	10,40.22	17,63.14
25	Nagaland	17.11	16,579	17,17.98	11,51.66	8,38.20	19,89.86	17,17.98	19,89.86
26	Sikkim	2.06	4,444	2,06.84	1,38.66	2,24.68	3,63.34	2,06.84	4,50.00
27	Tripura	11.67	7,148	11,71.76	7,85.50	3,61.39	11,46.89	11,46.89	11,71.76
28	<b>Total</b>	124.15	184,897	124,65.62	83,56.41	93,48.05	177,04.46	116,27.76	186,28.99
	<b>Grand Total</b>	1039.98	692,272	1044,22.00	700,00.00	350,00.00	105000.00	950,06.02	1149,59.86

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**List of activities (Illustrative) for Proviso to Article 275(1) funding**

<b>S.No.</b>	<b>Category</b>	<b>Issues / Activities</b>
1.	Education (In conjunction with SSA/ RMSA funds)	<ul style="list-style-type: none"> <li>(i) Addition to existing building infrastructure of Secondary / Sr Secondary School [Even with upgradation of Primary / Upper Primary School] [Repair and Maintenance of existing buildings not covered]</li> <li>(ii) Construction of co-ed residential schools.</li> <li>(iii) Construction of Girls and Boys Hostels.</li> <li>(iv) Use of solar energy in residential schools and Hostels.</li> <li>(v) Vocational training centers (including for modern sector of economy like IT, green energy etc.) in residential school (Preferably at Sr Secondary level)</li> <li>(vi) IT based education facilities / equipment (For Sr Secondary level)</li> <li>(vii) Special measures for identification and nurturing / promotion of talented tribal students.</li> <li>(viii) Recurring cost for 3 to 5 years for special efforts / innovative measures like : <ul style="list-style-type: none"> <li>(1) Introduction of English as school teaching medium.</li> <li>(2) Special scholarships for admission in best public schools in States for nurturing of tribal talents</li> <li>(3) Soft skill improvement measures in schools (after normal academic teaching hours)</li> <li>(4) Super 30 type of specialized training / coaching facilities.</li> </ul> </li> </ul>
2.	Health	<ul style="list-style-type: none"> <li>(i) Addition to / Strengthening of building infrastructure of CHC / PHC</li> <li>(ii) Equipments with minimum three years life period.</li> <li>(iii) Mobile Dispensary in remote locations.</li> <li>(iv) Conduct of screening for acute health problems like Sickle Cell Anemia among Tribal Students and provision of health cards.</li> <li>(v) Focus on eradication of prevalent endemic health problems like Malaria, Leprosy, TB etc.</li> <li>(vi) Training of tribal students in paramedical courses.</li> </ul>

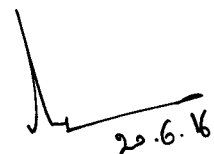

  
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S.No.	Category	Issues / activities
3.	Data Support for Strengthening Entitlement and Land Rights	<ul style="list-style-type: none"> <li>(i) FRA entitlements <ul style="list-style-type: none"> <li>- Data compilation</li> <li>- MFP Plantation and other measures for Income-support</li> </ul> </li> <li>(ii) Land alienation – Data Base</li> <li>(iii) Assistance to STs for land development and increasing productivity</li> <li>(iv) Efforts for Resettlement and Rehabilitation of Project Displaced ST households</li> </ul>
4.	Agriculture, Horticulture, Animal Husbandry (AH), Fisheries, Dairy & others in Primary Sector	<ul style="list-style-type: none"> <li>(i) Adoption and extension of commercial and traditional crops to augment tribal household income.</li> <li>(ii) Soil health management and moisture / water conservation measures (including dug-well, tube-well, pump-set etc.)</li> <li>(iii) Promotion of organic farming.</li> <li>(iv) Tribal area specific technical support through KVKs, and other Agricultural Research Organizations (including strengthening of Extension mechanism).</li> </ul> <p><b>Horticulture:</b></p> <ul style="list-style-type: none"> <li>(i) Setting up nurseries of fruits, flowers, vegetables including polyhouse, greenhouse farming.</li> <li>(ii) Practice and promotion of growing horticultural products with forward linkages like warehousing, processing etc.</li> <li>(iii) Commercial apiculture through tribal beneficiaries.</li> <li>(iv) Promotion of aromatic and medicinal plants.</li> <li>(v) Use of Drip irrigation and other modern techniques.</li> </ul> <p><b>Dairy Development:</b></p> <ul style="list-style-type: none"> <li>(i) Cooperative based (or other) dairy development including processing and chilling infrastructure to ensure better and reasonable price to tribal households.</li> <li>(ii) Veterinary services including building infrastructure and equipment.</li> <li>(iii) Improvement of local breed for high yield output through AI. (artificial insemination)</li> <li>(iv) Providing training and assistance with backward and forward linkages for self-employment.</li> </ul>

S.No.	Category	Issues / activities
3.	Data Support for Strengthening Entitlement and Land Rights	<ul style="list-style-type: none"> <li>(i) FRA entitlements <ul style="list-style-type: none"> <li>- Data compilation</li> <li>- MFP Plantation and other measures for Income-support</li> </ul> </li> <li>(ii) Land alienation – Data Base</li> <li>(iii) Assistance to STs for land development and increasing productivity</li> <li>(iv) Efforts for Resettlement and Rehabilitation of Project Displaced ST households</li> </ul>
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S.No.	Category	Issues / activities
		<b>Poulties &amp; Fisheries:</b> <ul style="list-style-type: none"> <li>(i) Commercial fisheries through tribal beneficiaries including production of fries and fingerlings with proper linkages to market value chain. (Including training facilities)</li> <li>(ii) Promotion of backyard fisheries.</li> <li>(iii) Promotion of poultry as income generating activity with backward and forward linkages.</li> </ul>
5.	Other income generating schemes to augment Tribal household economy.	<ul style="list-style-type: none"> <li>(i) establishment of Agro / forest / natural resource based micro / village industries through training of Tribal Cooperatives / SHGs / individual entrepreneurs.</li> <li>(ii) Augmentation of existing infrastructure (including design development etc.) for tribal products like textiles, handicrafts, sericulture products for better income to tribal artisans.</li> <li>(iii) Warehousing and food processing facilities for ensuring increased life to tribal products.</li> <li>(iv) Village tourism, Eco-tourism, Adventure tourism</li> <li>(v) Promotion and skill development in traditional tribal cultural attributes like tribal jewelry, painting, dance forms, music and culinary art etc.</li> <li>(vi) Any other activity with assured self-employment / placement linkages.</li> </ul>
6.	Administrative / institutional framework and Research Studies	<ul style="list-style-type: none"> <li>(i) Strengthening of TRI (with building infrastructure / equipment and IT support)</li> <li>(ii) Preparation of field manual in regional languages for effective implementation.</li> <li>(iii) Conducting research on specific tribal issues.</li> <li>(iv) IT equipment support for TSP monitoring.</li> </ul>
7.	Skill Development (in conjunction with TSP flow under ongoing schemes of GoI / State Govt. Departments / PSEs / Authorities established by Govt.)	<ul style="list-style-type: none"> <li>(i) To focus on women centric activities / projects with provision of major sanctioned amount for female beneficiaries.</li> <li>(ii) Provision for additional units / classes in special vocational training courses in govt. institutions especially MSME tool rooms (Also for school dropouts)</li> <li>(iii) Provision for additional seats to ST candidates in regular skill development courses with assured employment / self-employment.</li> </ul>

S.No.	Category	Issues / activities
8.	Promotion of sports & games (in conjunction with TSP flow of different GoI / State Govt. Programmes)	(i) Provision of sports facilities in tribal schools. (ii) Construction of Sports Complex, Mini Stadium etc. (iii) Organizing sports events with due participation of tribal youth

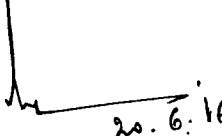
  
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## Plan Formulation for Programmes / Activities under Art. 275(1) Grants and Tribal Sub Plan (TSP)

### (A) Preliminary Exercise


Nodal Department shall:

- (1) Identify socio-economic indicators to highlight development deficits of ST population;
- (2) Conduct a critical gap analysis to assess deprivation of STs on identified socioeconomic parameters;
- (3) Identify priority areas under TSP in consultation with line departments;
- (4) Prepare a comprehensive perspective TSP and prepare Annual TSP documents taking into account various sources of funding (including State Plan, fund flow under Central Sector and Centrally Sponsored Schemes);
- (5) Examine various on-going schemes and their budgetary allocations and suggest new schemes on the basis of assessment and discussions with concerned line Departments;
- (6) Suggest strategic measures, set target-oriented specific socio-economic indicators for various programmes / schemes in consultation with line departments;
- (7) Grant approval for introduction of new schemes;
- (8) Grant approval for re-appropriation of TSP funds from one department to another after mid-year review;
- (9) Undertake scrutiny of schemes / programmes submitted by line departments to ensure that

  
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- (i) concerned departments are providing for STs in their budget and plans funds and guidelines to same extent as is available to other populations, in proportion to their requirement,
  - (ii) that only those schemes / programmes, that fulfill criteria of securing direct benefits to ST individuals, households and localities (and are aligned to strategic objectives of TSP) are included in TSP;
  - (iii) Service delivery standards under various departmental schemes are established and adhered to;
- (10) Submit such proposals, with their evaluation, to Executive Committee for appraisal and approval;
- (11) Design a comprehensive monitoring framework with well-defined indicators and co-ordinate progress of various schemes / programmes;
- (12) Devise a mechanism for speedy transfer of funds directly to field formations under intimation to District Headquarters, instead of being routed through District Headquarters, by enforcing on them a system of accountability for effective utilization of allocated funds;
- (13) Conduct evaluation to access impact of schemes implemented under TSP, on socio-economic conditions of STs on regular basis;
- (14) Ensure follow up of schemes implemented and maintenance of proper records on assets created under TSP in District / Block etc;
- (15) Ensure that service delivery is standardized and adhered to in time-bound manner;
- (16) Ensure transparency and accountability at all levels in the implementation of TSP schemes and dissemination of information electronically relating to schemes / programmes, allocation and expenditure along with physical targets and achievements in respect of each department and placing this information in public domain;
- (17) Ensure that all institutional mechanisms are established at various levels i.e., State, District, Block etc., as laid down in guidelines;

  
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- (18) Ensure that gaps still remaining under TSP financing pattern are highlighted for each ITDP / ITDA / MADA / Cluster pockets and at State level at the time of TSP financial allocations. This would facilitate synchronization of gap filling role of Ministry's scheme of Grants under proviso to Art. 275(1) with gaps identified in TSP; and
- (19) Ensure that time bound action is initiated by various departments to meet requirements of these guidelines.

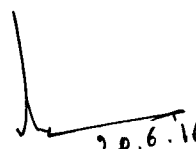
**(B) Selection of Schemes, Programmes and Activities**

Tribal Sub Plan (TSP) should include only such existing schemes (including additional components to existing schemes) or new proposed schemes, which fulfill following criteria:

- (a) Provide clearly defined direct and quantifiable benefits to Scheduled Tribe (ST) individuals or ST households or tribal areas. Benefits provided to STs along-with other people at a particular time may not be treated as direct benefit under TSP.
- (b) Create potential to accelerate pace of development of STs and to bridge extant gap in socio-economic development indicators between STs and other sections of society.
- (c) Focus of such schemes should be on education, income generation, improving access to irrigated land, entrepreneurship, employment and skill development and access to basic amenities.
- (d) Have in-built mechanisms / surveillance system to ensure utilization of funds meant for intended purpose.

**(C) Plan Finalization under TSP**

State Government, after estimating gaps in development of STs, will prioritize their development needs through a consultative process, and shall formulate TSP schemes and prepare TSP within State Annual Plan or Plans.

  
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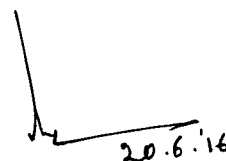
In formulation of TSP, State shall proceed as follows:

- (1) TSP should be formulated at District level by District Planning and Monitoring Committee (DPMC).
- (2) DPMC must reflect on actual demand for schemes / programmes that are to benefit STs, giving priority to equity aspect of their local demand and socio-economic backwardness.
- (3) District Annual plan must be approved by DPMC.
- (4) In case of area-oriented schemes, a Block / Village level approach should be adopted so as to facilitate inclusion of ST habitations which remain uncovered under District level approach. Inter-village prioritization should take into account ST population % within total population of such identified unit.
- (5) TSP at ITDP / ITDA / District level should form basis for State TSP formulation and implementation. Requirement of funds across DPMC proposals put together would generate demand for TSP requirement at State level.
- (6) In States having Scheduled Areas, Panchayati Raj Institutions should undertake an exercise to identify areas needing priority attention and communicate it to DPMC.

These priority activities may form TSP at cluster / MADA pockets, ITDP / ITDA level.

- (7) To formulate a realistic Plan budget, matching sectoral priorities and actual budgetary flow, Nodal department should consult all related Departments to:

a. identify priority-areas under TSP,



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- b. examine various on-going schemes and their budgetary allocations and
  - c. suggest new schemes.
- (8) Approval of Nodal Department is mandatory for introduction of new schemes.
- (9) Service delivery should be standardized and adhered to in time-bound manner.
- (10) To facilitate synchronization of gap filling role of SCA to TSP, gaps still remaining under TSP financing pattern must be highlighted for each ITDP / ITDA / MADA / Cluster pockets level at the time of TSP financial allocations. Same can be put together at State level, to be finalized by EC.

**(D) Norms for TSP Allocation**

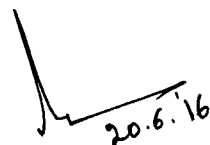
There should be no division of total Plan outlay into so-called divisible and non-divisible components, with TSP being confined to divisible outlays alone. Norms to be followed for allocation of cost of a scheme to Tribal Sub-Plan must be as under:

**Table: Norms for allocation of cost of a scheme to TSP**

Sl No	Type of Scheme	Cost to be allocated and accounted for under TSP
1.	Exclusively for ST individuals or ST households	100%
2.	For Scheduled Tribes habitations	100%
3.	Benefiting mixed habitations	In proportion to ST population of such habitation(s).
4.	General schemes benefiting ST	In proportion to ST beneficiaries

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	individuals or ST households, along with others	actually covered.
5.	Non-divisible infrastructure works	Estimates of likely benefits that may flow to STs may be shown as likely flow to TSP.
6.	For area based development projects / activities	In proportion to District wise ST population.

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**Earmarking / Allocation of Grants under Proviso to Art. 275(1) for Tribal Development Programmes / Activities (under TSP)**

1. Nodal Departments shall ensure that concerned departments are providing for STs in their budget plans funds and guidelines. This would be to the extent, as is available to other population, in proportion to requirement of STs.
2. State governments should ensure that TSP funds are placed under control of the Nodal Department.
3. Funds shall be earmarked / allocated to TSP subject to following conditions:
  - (1) Expenditure under TSP is meant only for filling development deficit, as an additional financial support, over and above normal provisions which should be available to Scheduled Tribes (STs), like others, in various schemes, including in flagship programmes.
  - (2) Funds under TSP are earmarked from total plan outlays (not excluding investments under externally aided Projects. (EAPs - and any other scheme), not less than population proportion of STs in State as per 2011 Census and in tune with problem share of ST population and need for bridging gap.
  - (3) Fund should be earmarked well in advance, normally at least six months, prior to commencement of financial year. TSP fund quantum (thus earmarked) shall be communicated to all departments for commencing process of preparation of TSP of each department.
  - (4) There shall not be any notional allocation, that does not have flows / schemes directly benefiting STs.
  - (5) Special attention shall be paid to allocate more funds to STs residing in Scheduled Areas.
  - (6) Due to physical remoteness and difficult terrain of tribal habitations, financial norms may need to be higher in tribal areas as compared to general areas. This should be ensured so that service standards in ST areas are not compromised.

  
20.6.16

- (7) Synergy of inter-sectoral programmes and an integrated approach / convergence with other schemes / programmes should be ensured for efficient utilization of resources.
- (8) Line departments, in consultation with Nodal Department, shall prepare TSP to promote equity in development among various social groups within STs.
- (9) To ensure non-diversion, funds under TSP shall be earmarked under a separate Minor Head below functional major Head / Sub-Major Heads.

TSP funds, under Minor Head, shall comprise sector-wise and scheme wise allocations and actual expenditures incurred.

- (10) To ensure effective and optimum use of resources, re –appropriation of TSP funds from one line department to another should only be resorted to after mid-year review.

Appropriation of TSP funds from one Department to another Department shall be with approval of Nodal Department.

- (11) State government may devise a mechanism for speedy transfer of funds directly to field formations under intimation to District Headquarters, instead of being routed through District Headquarters, by enforcing on them a system of accountability for effective utilization of funds.

#### 4. Norms for TSP allocation

There should generally be no division of total Plan outlay into so-called divisible and non-divisible components, with TSP being confined to divisible outlays alone. Norms to be followed for allocation of cost of a scheme to TSP are given in table below.

**Table: Norms for allocation of cost of a scheme to TSP**

Sl No	Type of Scheme	Cost to be allocated and accounted for under TSP
1.	Exclusively for ST individuals or ST households,	100%
2.	For Scheduled Tribes habitations	100%

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3.	Benefiting mixed habitations	In proportion of ST population in the habitation.
4.	General schemes benefiting ST individuals or ST households, along with others	In proportion to the ST beneficiaries actually covered.
5.	Non-divisible infrastructure works	Estimates of likely benefits that may flow to STs may be shown as likely flow to TSP.
6.	For area based development projects / activities	In proportion to District wise ST population.

Schemes that follow other norms shall be recommended by concerned line departments and aggregated for placing before the Executive Committee, chaired by Chief Secretary, for consideration and necessary approval as to accounting of the same. Minutes of Executive Committee meeting should be forwarded to Ministry of Tribal Affairs.

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Cabinet Committee on Economic Affairs (CCEA)

# Cabinet approves launch Kisan Urja Suraksha evam Utthaan Mahabhiyan

Posted On: 19 FEB 2019 8:40PM by PIB Delhi

The Cabinet Committee on Economic Affairs, chaired by Hon'ble Prime Minister Shri Narendra Modi has approved launch of Kisan Urja Suraksha evam Utthaan Mahabhiyan with the objective of providing financial and water security to farmers.

The proposed scheme consists of three components:

Component-A: 10,000 MW of Decentralized Ground Mounted Grid Connected Renewable Power Plants.

Component-B: Installation of 17.50 lakh standalone Solar Powered Agriculture Pumps.

Component-C: Solarisation of 10 Lakh Grid-connected Solar Powered Agriculture Pumps.

All three components combined, the scheme aims to add a solar capacity of 25,750 MW by 2022. The total central financial support provided under the scheme would be Rs. 34,422 crore.

The Component-A and Component-C will be implemented on pilot mode for 1000 MW capacity and one lakh grid connected agriculture pumps respectively and thereafter, will be scale-up on success of pilot run. Component-B will be implemented in full-fledged manner.

Under Component A, Renewable power plants of capacity 500 KW to 2 MW will be setup by individual farmers/ cooperatives/panchayats /farmer producer organisations (FPO) on their barren or cultivable lands. The power generated will be purchased by the DISCOMs at Feed in tariffs determined by respective SERC. The scheme will open a stable and continuous source of income to the rural land owners. Performance Based Incentives @ Rs. 0.40 per unit for five years to be provided to DISCOMs.

Under Component B, individual farmers will be supported to install standalone solar pumps of capacity up to 7.5 HP. Solar PV capacity in kW equal to the pump capacity in HP is allowed under the scheme.

Under Component C of the scheme, individual farmers will be supported to solarise pumps of capacity up to 7.5 HP. Solar PV capacity up to two times of pump capacity in kW is allowed under the scheme. The farmer will be able to use the generated energy to meet the irrigation needs and the excess available energy will be sold to DISCOM. This will help to create an avenue for extra income to the farmers, and for the States to meet their RPO targets.

For both Component-B and Component-C, central financial assistance (CFA) of 30% of the benchmark cost or the tender cost, whichever is lower, will be provided. The State Government will give a subsidy of 30%; and the remaining 40% will be provided by the farmer. Bank finance may be made available for meeting 30% of the cost. The remaining 10% will be provided by the farmer. Higher CFA of 50% will be provided for North Eastern States, Sikkim, Jammu & Kashmir, Himachal Pradesh, Uttarakhand, Lakshadweep and A&N Islands.

The Scheme will have substantial environmental impact in terms of savings of CO2 emissions. All three components of the Scheme combined together are likely to result in saving of about 27 million tonnes of CO2 emission per annum. Further, Component-B of the Scheme on standalone solar pumps may result in

saving of 1.2 billion liters of diesel per annum and associated savings in the foreign exchange due to reduction of import of crude oil.

The scheme has direct employment potential. Besides increasing self-employment the proposal is likely to generate employment opportunity equivalent to 6.31 lakh job years for skilled and unskilled workers.

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AKT/SH

(Release ID: 1565274) Visitor Counter : 5202

Read this release in: Marathi , Bengali

**GOVERNMENT OF INDIA  
MINISTRY OF NEW AND RENEWABLE ENERGY  
(BIOGAS TECHNOLOGY DEVELOPMENT GROUP)**

**BLOCK NO. 14, CGO COMPLEX,  
LODI ROAD, NEW DELHI-110003**

**Dated: 30<sup>th</sup> May, 2018**

To,

1. Chief Secretaries of All the States/UTs
2. Principal Secretaries/Secretaries of State Rural Development Departments.
3. State Nodal Agencies - States and Union Territories concerned.
4. Khadi and Village Industries Commission, Head Office, Mumbai.
5. All Biogas Development and Training Centres.
6. Indian Renewable Energy Development Agency (IREDA), New Delhi.
7. National Bank for Agriculture and Rural Development (NABARD).
8. Financial Institutions/Head Offices of all Public Sector Banks (PSBs).

**Subject:-Administrative Sanction – cum – Guidelines for implementation of the Central Sector Scheme, New National Biogas and Organic Manure Programme (NNBOMP) during the period 2017-18 to 2019-20, co-terminating with 14<sup>th</sup> Finance Commission Period on 31.03.2020 – reg.**

**Sir / Madam,**

I am directed to convey the sanction of the Government of India, for continuation of the National Biogas and Manure Management Programme (NBMMP) up to 31.03.2018 (2017-18) and for implementation of Central Sector Scheme, the New National Biogas and Organic Manure Programme (NNBOMP) during the two years period from 2018-19 to 2019-20 in all the States and Union Territories of the country. The previous Administrative Approval of the scheme NBMMP would be applicable up to 31.03.2018 (2017-18) **as per the same norms and provisions of the erstwhile NBMMP Scheme approved during 2014-15 and conveyed vide this Ministry's Sanction No. 5-5/2014-BE (NBMMP) dated 30.06.2014.** Accordingly, the physical targets of setting up 65180 biogas plants during the year 2017-18 as communicated by this Ministry vide sanction No. 5-1/2017 –BG (NBMMP) dated 3<sup>rd</sup> July, 2017 for implementation during the year 2017-18 to the designated State Nodal Departments (SNDs) and State Nodal Agencies (SNAs), KVIC and BDTCs will be governed by the Administrative Approval -cum –Guidelines of 30.06.2014 as mentioned above.

The Physical Targets under the New National Biogas and Organic Manure Programme (NNBOMP) after coming into effect of its Guidelines w.e.f. 01.04.2018 would be covered by these Guidelines for the year 2018-19 and 2019-20 until further orders.



The details of the new Administrative Sanction –cum- Guidelines for implementation of the New National Biogas and Organic Manure Programme (NNBOMP) are as follows:-

## **1. OBJECTIVES**

The objectives of the scheme are as follows:

- i. To provide clean cooking fuel for kitchens, lighting and meeting other thermal and small power needs of farmers/dairy farmers /users including individual households and to improve organic manure system based on bio slurry from biogas plants in rural and semi urban areas by setting up of biogas plants.
- ii. To mitigate drudgery of women and time saving for them for other livelihood activities and reduce pressure on forests and accentuate social benefits;
- iii. To improve sanitation in rural and semi-urban areas including linking sanitary toilets with cattle dung biogas plants;
- iv. To provide biogas plant produced slurry (liquid / semi-solid or dried) as an organic enriched bio-manure to help reduce use of chemical fertilizers such as urea, linking biogas slurry with enrichment units such as vermicomposting, Phosphate Rich Organic Manure (PROM) plants and other organic enrichment facilities as a source of value addition to bio gas plant slurry.
- v. To meet 'lifeline energy' needs for cooking as envisaged in "Integrated Energy Policy" of NITI Aayog (erstwhile Planning Commission).
- vi. To help in combating and reduction in causes of climate change by preventing emissions of Green House Gases ( GHGs) such as carbon dioxide and methane into the atmosphere.

## **2. PROGRAMME FOR 13<sup>th</sup> PLAN, a Medium Term Plan of three years 2017-18 to 2019-20.**

### **2.1 Physical targets**

There is ample potential of setting up biogas plants considering the livestock population of 512.06 million which includes about 300 million (299.98 million) total population of bovines (comprising of cattle, buffalo, mithun and yak). The livestock sector contributes about 4% to India's GDP and will continue to increase. The integration of biogas programme is a boon for India with its direct and collateral benefits. The programme will be implemented with a total physical target of at least 2.55 lakh biogas plants equivalent to generation of at about 8.40 lakh Cubic Metre of biogas per day by the end of 2019-20 in the capacity range of 1 M<sup>3</sup> to 25 M<sup>3</sup> per day. Allocation of annual physical targets for installation of biogas plants under the NNBOMP will be kept flexible and shall be fixed in accordance with potential of setting up biogas plants in the States/UTs through the newly designated States Nodal Departments i.e. State Rural Development Departments (SRDDs) as the main Implementing Agencies and other eligible organizations like KVIC and targets to BDTCs for conducting various types of training courses and new pilot demonstration projects. State / UT-wise and agency-wise physical targets allocated for installation of biogas plants for the year 2017-18 are given in **Annexure-I** which were already



fixed and communicated to the States for implementation during 2017-18 . Physical targets for organization of various types of training courses/ programmes by the BDTCs for the year 2017-18 are given at **Annexure-II**.

The Physical Targets allocated to the State Rural Development Departments and KVIC Mumbai under the NNBOMP for the year 2018-19 are given in **Annexure-III A** and targets for organization of various types of training courses/ programmes by the BDTCs for the year 2018-19 are given at **Annexure III B**. The physical targets of current year 2018-19 may be increased or decreased from present one lakh plants to make the programme more effective after mid-year review of the achievement of physical targets.

## 2.2 Rates of Central Financial Assistance (CFA)

Rates of Central Financial Assistance (CFA) for different approved component of New National Biogas and Organic Manure Programme (NNBOMP) are as given below in the **Table-I:-**

**Table-I**

**Central Financial Assistance under the New National Biogas and Organic Manure Programme, (NNBOMP) w.e.f. 01.04.2018 for the Medium Term Plan of 14<sup>th</sup> Finance Commission up to March, 2020 for Biogas Plant size from 1 cu.m. to 25 cu.m. per day.**

Sl. No.	Particulars of Central Financial Assistance (CFA) and States / UTs, Regions & Categories of beneficiaries	Biogas Plants under NNB OMP (size 1 to 25 cubic metre biogas per day)				
		(In Rupees per plant )				
A.	Central Subsidy Rates Applicable (In Rs. per plant )	1 Cubic Metre	2-6 Cubic Metre	8 - 10 Cubic Metre	15 Cubic Metre	20-25 Cubic Metre
1.	NER States, including Sikkim and including SC and ST Categories of NER.	17000	22,000	24000	25,000	35,000
2.	Special Category States (Jammu & Kashmir, Himachal Pradesh, Uttarakhand, and Andaman & Nicobar Islands) and Scheduled Castes / Scheduled Tribes of all other States.	10,000	13,000	18,000	21,000	28,000
3.	All other States (General Category)	7500	12,000	16,000	20,000	25,000
B	Additional Subsidy for cattle dung based biogas plants if linked with sanitary toilets, only for individual households (Rs. Per Biogas Plant) fixed	1600	1600	1600	Nil	Nil



C.	<b>Turn-Key Job Fee for construction, supervision, commissioning, and free O&amp;M warranty for five years trouble free operations of plant including quality control at all levels.</b>	<p>Rs. <b>2500/-</b> per biogas plant for fixed dome design construction based plants such as Deenbandhu and floating gasholder KVIC type brick masonry models from 1 to 10 M<sup>3</sup> and Rs. <b>4500/-</b> per plant for 15 to 25 M<sup>3</sup> plant size. Turn Key Job Fee will also be provided for eligible biogas plants for pre-fabricated plants as per above mentioned models involving part construction work either for digester or dome.</p> <p>Turn Key Job Fee at the flat rate of Rs. <b>1000/-</b> per plant will be also eligible for biogas plants of size ranging from 1 to 25 M<sup>3</sup> which are completely pre-fabricated / manufactured biogas plants and made up of standard quality material FRP / HDPE / PVC etc. as already approved or as and when approved by MNRE. However, no Turn Key Job Fee will be payable for bag type digesters made of rubberized nylon fabric (flexi model) plants as it does not involve higher construction techniques and any supervision of construction. The manufacturers and developers of such biogas plants for implementation under this scheme will have to provide a free warranty and guarantee of five years for all plants for post installation trouble free operations under the terms and conditions of Turn –Key Job Work Scheme applicable including for all those who are implementing the scheme on bidding basis.</p>
D.	<b>Administrative Charges – for physical target achievement range of biogas plants</b>	<b>(Amount in ₹ )</b>
1.	100-3,000 nos. of Biogas Plants.	<b>1,00,000<sup>^</sup></b>
2.	3,001-7,000 nos. of Biogas plants	<b>10,50,000<sup>^^</sup></b>
3.	Above 7,000 nos. of Biogas plants	<b>24,50,000 *</b>
E.	<b>Support for Training courses including skill development Programme for Biogas Mitras</b>	<b>(amount in ₹ )</b>
1.	Users Course	4,000
2.	Staff Course	10,000
3.	Construction-cum Maintenance / Refresher	50,000
4.	Turn-key Workers & Management Course/Skill Development for TKWs / RETs / SHGs/ Officials of SND and KVIC	75,000



F.	<b>Biogas Development &amp; Training Centres.</b> Financial support for set functions and roles of BDTCs would be provided towards staff, conducting training courses, skill development courses, pilot plant demonstration, TA/DA, consumables and contingencies as per allocated targets.	As per the pattern of CFA and staff strength / positions conveyed vide Ministry's sanction letter No. 19- 3/2011-BE (Pt.) dated 16 <sup>th</sup> November, 2011, dated 2 <sup>nd</sup> March, 2012 and continued vide sanction No 19-4/2017-BG/ R&D/Biogas dated 14 <sup>th</sup> July, 2017. The annual outlay allocated year-wise shall be based on the yearly Plan of work & targets as approved activities by the MNRE.
G.	<b>Support for Communication &amp; Publicity as per the physical achievement range of Biogas Plants (Amount in ₹ )</b>	The financial support would be provided on lump - sum basis which is linked with the physical achievements as per the range/slab of biogas plants achievements. The publicity and information charges would be limited to the actual expenditure claimed and supported by copies of vouchers which would be subject to the maximum limits as given below.
1.	Up to 1,000 plants	₹ 2,00,000/-
2.	1,001- 10,000 plants	₹ 4,00,000/-
3.	More than 10,000 plants	₹ 6,00,000/-
H.	<b>Incentive for saving fossil fuels (diesel, petrol, kerosene, electricity etc.) to farmers by using biogas in 100% Biogas engines.</b>	Incentive is eligible for purchase of 100% biogas engines and transportation of biogas from the site of the biogas plant to the site of biogas engine. The fixed CFA of ₹ 3000/- per 100% Biogas based Generator set / Biogas engine water Pumping System (BPS) for water pumping and meeting other small farm power needs from biogas, subject to a maximum of ₹ 4000/- per plant for plants of 15 to 25 Cubic Metre would be provided. The annual target for this will be approved by the Ministry based on the proposals received from the States and targets allocated by the MNRE.

<b>Additional incentive to PIAs i.e. Rural Development Departments, KVIC etc. for implementation of NBOMP, biogas plants size 1 to 25 M<sup>3</sup> ( under the component 2.2 D above)</b>
^ Extra Rs. 400 per plant in excess of 100 biogas plants installed.
^^ Extra Rs.350 per plant in excess of 3000 biogas plants.
* Extra Rs. 300 per plant in excess of 7,000 biogas plants subject to maximum of Rs. 60.00 lakh (Rupees Sixty Lakhs only).



### 3. RELEASE OF FUNDS UNDER NNBOMP

The Central Financial Assistance (CFA) for eligible and approved components of the NNBOMP Scheme as given in **Table-1 under 2.2 above** will be released to the designated Main Programme Implementing Agencies (MPIAs) i.e. State Rural Development Departments and Khadi & Village Industries Commission (KVIC), Mumbai and also to BDTCs for taking up only pilot Biogas Plant Demonstration Projects as approved specially by the MNRE, as well as to other approved implementing agencies @ Rs.20,000/- per plant for NER States and Rs.12,000/- per plant for all other States, as worked out based on an estimated average unit cost of various sizes biogas plants. The 50% advance release of funds for annual allocated targets would be made to the designated SND, MPIAs i.e. State Rural Development Departments and KVIC, Mumbai and to BDTC etc. The CFA released as advance can be used for meeting expenditure for approved components of the scheme such as payment of subsidy, turn-key job fee, administrative charges, publicity, training, etc. **However, no advance CFA would be released for biogas plants of size bigger than 10 cubic metre. Biogas plants of size 15, 20 and 25 cubic metre will have to be set up on reimbursement basis only.** For biogas plants size 1 cu.m. to 10 cu.m. , the eligible CFA will be released in three installments on the following pattern:-

3.1 First installment of advance funds amounting to 50% of the total estimated CFA as per the rates per biogas plant given above, corresponding to the allocated annual targets and after adjusting the unspent balance of previous years, if any, will be released to all the State Nodal Departments that is State Rural Development Departments and Khadi and Village Industries Commission(KVIC) Mumbai and BDTCs and other approved designated Organizations by the MNRE, after issue of the sanction order for physical targets and upon receipt of the Utilization Certificate (UC) in respect of the previous funds released during the previous year/years.

3.2 The second installment of funds amounting to 50% of the estimated CFA worked out at the rate as given under para 3 above will be released based on the receipt of (a) Utilization Certificate of the previous release(s); (b) receipt of Audited Statement of Accounts along with final claims of before previous year that is previous to previous year and settlement of accounts of that year; and (c) based on the satisfactory physical progress of at least 55 % of the annual targets achieved during the year of programme implementation.

3.3 The balance expenditure, if incurred, over and above the funds released in two installments as mentioned above, the State Nodal Departments i.e. State Rural Development Departments and Khadi and Village Industries Commission (KVIC), BDTCs, and other approved organizations, etc. shall forward their final claims in respect of each year for release of funds if any, as balance project completion liability amount and for settlement of accounts to the Ministry in the prescribed Performa/ Format as given at Annexure-IV along with consolidated Utilization Certificate in form 12A/12B/12C as applicable as per **GFR 2017**. A.G. Audit Certificate of Expenditure in case of State Nodal Departments and Audited Audit report along with Statement of Expenditure by duly appointed Chartered Accountants Firms in respect of State Nodal Agencies / Corporations/ Societies. The above documents in original for settlement of accounts should be sent to MNRE after the close of the financial year, by <sup>th</sup>**30 September**, of the following year. If the conducting of A.G. Audit for the work done is getting delayed and State Rural Development Departments, KVIC needs balance funds to release eligible subsidy and Turn Key Workers' Fee (TKWF), the implementing agency should submit an Internal Audit Certificate of Expenditure along with the claims in prescribed proforma for provisional settlement and to get fund release from the MNRE. However, the documents for final settlement of accounts in all respect including final Audited Statement of Expenditure (ASoE) for all the fund releases and expenditure incurred and ASoE issued by



A.G. as mentioned above should be submitted within three months of the last release of funds, so that the balance funds if any, can be released and accounts of that particular year are settled finally.

3.4 The CFA / Subsidy claimed and paid will be recovered in full along with penal interest, if any irregularity is brought to the notice of Government of India and including fraudulent claim(s) is detected subsequently at any point of time even after the final settlement of the accounts and the decision of the Secretary, MNRE, Government of India, would be final and binding on the Programme Implementing Agencies (PIAs).

#### **4. IMPLEMENTATION**

4.1 The New National Biogas and Organic Manure Programme (NNBOMP) will be implemented by the designated State Nodal Departments i.e. the State Rural Development Departments of the States and State Offices of Khadi and Village Industries Commission (KVIC), Mumbai and Biogas Development and Training Centres (BDTC). All the Programme Implementing Agencies (PIAs) that is State Rural Development Departments of the States/UTs within a State/UT **would work in complete coordination and share all the information with each other.** KVIC and State Rural Development Departments may identify its functionaries in the field and take help of Panchayati Raj Institutions / Gram Panchayats, Urban Local Bodies and Block / Taluka Development Officers / District Agriculture Offices, Kissan Vikas Kendras etc. in identification of feasible biogas plant sites and selection of the potential beneficiaries and their applications for biogas plants. SRDDs and KVIC may also involve them in post installation monitoring of the biogas plants.

#### **4.2 Implementation through PSU Banks / NABARD/ IREDA: –**

Financing Organizations/ Institutions that is Scheduled Banks / PSU Banks through their Regional Rural Development Banks/ Grameen Banks, IREDA, NABARD, and other RBI approved Financial Institutions may also take part in implementation of the Scheme in consultation with SNDs that is the concerned State Rural Development Department and KVIC. Under this method the biogas developers and entrepreneurs as aggregators may prepare their Detailed Project Reports for a cluster of villages and get the project appraisal and approval done from the above mentioned Banks/ financial institutions. The Banks after giving in- principal approval of the projects, may submit the same to MNRE through the concerned State Rural Development Department/KVIC as the case may be for Administrative Sanction of the Ministry(MNRE). The State Rural Development Department( SRDD) / KVIC after issue of the Administrative Sanction order by the MNRE, may award the projects to the Biogas Developers / Entrepreneurs as Biogas Service Providers under the Bank Implementation Model. Upon the project completion / commissioning and 100 % physical verification by third party, the concerned banks would submit the proposal through respective SRDDs/KVIC for seeking CFA. The MNRE on its part, after having received the proposal from the State Rural Development Department/KVIC as the case may be, may conduct the random third party sample inspections for release of the CFA to the Bank Accounts of the Project Developer i.e. Biogas Service Providers as back ended Central Financial Assistance (CFA) on re-imbursement basis on receipt of the Bank Mandate and Demand and recommendations of the concerned SRDD / KVIC. This guideline is applicable for all sizes of Biogas Plants covered under the Scheme i.e. from 1 cubic metre to 25 Cubic Metre .

#### **4.3 Coordination Committees at the State and District Levels**

With a view to ensure proper monitoring, coordination and review of programme implementation, State Rural Development Departments and KVIC or BDTCs etc. should form



their Joint Monitoring and Coordination Committees at District level and include the subject in the Agenda of meetings at District Levels Meeting(DLCs) in every month. Such monthly meetings may be chaired by the District Magistrate & Collector. The major outcomes of the meeting of the District Level Committees (DLCs) held during each month may be included in the **Monthly Progress Report** attaching the list of important decision and progress achieved. The same should be sent to MNRE in the Monthly Progress Report.

#### **4.4 Demarcation of area of operation for KVIC and other Agencies**

In order to avoid any duplicity or reporting of achievements of physical progress in any fraudulent manner the main designated SNDs i.e. State Rural Development Department of the State may demarcate a District or a Block/Taluka of operation for each Biogas Implementing Agency in the State/UT. This would be done in the beginning of the financial year, earmarking specific area for implementation for each organization including by KVIC. It would also be necessary that one Agency / Organization is allowed to operate in an identified area for a longer period of 4-5 years. The plants set up by these agencies may also be monitored on a random basis by the higher Officials of SND i.e. Rural Development Department and KVIC for cross verification purpose. Also **these cross verification/ inspections by the higher level Officials of the SRDDs and KVIC would form the part of the Completion Certificate.**

With a view to avoid duplication in reporting of physical achievement and payment of Central Financial Assistance (CFA) / Subsidy, it is mandatory on the part of KVIC and the State Rural Development Departments and other programme implementing organizations to keep the States' Rural Development Departments informed in writing both in hard and soft copies with the relevant information about the biogas plants set up by them on Monthly basis. All the implementing agencies of the State should share the lists of the beneficiaries of Biogas Plants with each other before finally making the entries in their respective Master Inventory Registers and sending the final reports of the year to MNRE. These details would be also maintained in soft and hard copies, District-wise and Village-wise as well as Year-wise in a District Biogas Portal of the SNDs, KVIC etc.

State Rural Development Departments & KVIC and BDTCs and others should share the lists of beneficiaries with each other to avoid any duplication before release of subsidy and Turn Key Job Fee. **States Rural Development Departments and KVIC are requested to issue suitable instructions to their District Nodal Officers on the above mentioned issues on yearly basis while assigning the district-wise targets.**

#### **4.5 Role and Functions of Biogas Development and Training Centres (BDTCs)**

Currently, 8 BDTCs have been approved for continuation and sanctioned for providing technical trainings and information & publicity assistance to the State Rural Development Departments and KVIC or other Implementing Agencies including PSU Banks, NABARD, or Financial Institutions and to ensure proper coordination amongst all Implementing Agencies of the State and provide them all kinds of Technical and Trainings, Skill Development as well as developing publicity materials. The State Rural Development Departments may set up **"BDTC Work Advisory & Review Committee"** under the chairmanship of the concerned Principal Secretary / Secretary of the State Rural Development Department / Commissioner RD to review the work of the State BDTC. The BDTCs may be included in the above committee. The BDTCs Committee should meet in the beginning of the financial year for chalking out the Annual Action Plans and the performance to be reviewed thereafter in every quarter.



#### 4.6 Priorities of coverage of areas and communities

The designated State Rural Development Department, KVIC and BDTCs will cover maximum number of beneficiaries by applying innovative techniques and special features of the programme as narrated in the next Para 5, so that the beneficiaries under the Scheduled Castes Category, Scheduled Tribes Category, Forest Areas and forest fringe villages and left wing affected areas are covered. They should be benefitted by targeting up to 35% to 40% of the annual physical targets. The SC and ST component targets are to be achieved up to 25% for Scheduled Castes and 15% for Scheduled Tribes.

#### 4.7 Payment of Subsidy / CFA for Biogas Plants

The Central Financial Assistance (CFA) / subsidy will be disbursed to the beneficiaries of biogas plants by crediting to their Bank Accounts seeded with their Aadhaar Numbers **after completion and commissioning of biogas plants**. Commissioning of Biogas plant includes laying of quality biogas pipeline, water remover, installation of standard biogas stoves/burner, and generation of biogas from the biogas plants for its use by the beneficiary concerned and duly issuing the Completion Certificate (CC) of the Biogas Plant. The applicable CFA amount would be disbursed to the beneficiaries of biogas plants in the following manner-

**4.7.1** In case, a biogas plant beneficiary has taken loan for setting up of biogas plant from Scheduled Banks or Cooperative Banks or under the KCC or from NABARD / IREDA, NABARD authorized Financial Institutions for Agriculture, the CFA/subsidy amount would be deposited / transferred directly to his Biogas Loan Account seeded with Aadhar Numbers of the beneficiaries by following DBT route. This would be done immediately after commissioning and issuing of Biogas plant Completion Certificate (CC) duly signed by the beneficiary & concerned Officials and accepted by the higher level management of the Main Programme Implementing Agencies (PIAs) for the biogas plants so that it would help the beneficiary in resourcing funds and his interest burden could be lessened.

**4.7.2** In case the entire expenditure of construction and commissioning of a biogas plant is borne by the beneficiary himself, the payment of eligible Subsidy/CFA amount will be paid directly through Direct Benefit Transfer of Biogas (DBTB) route by crediting to the beneficiary's bank account by following DBT route. This would be done immediately after commissioning of the biogas plant and issuing Completion Certificate duly signed and accepted by the higher level management of the Main Programme Implementing Agencies (MPIAs) so that this would help him in recouping funds spent by him.

**4.7.3** In case the Programme Implementing Agencies i.e. SRDDs or KVIC or their registered and recognized /TKW/RET/ BM have financed / borrowed & invested their own money in full for installation and commissioning of the biogas plant for a beneficiary, the eligible subsidy amount at the applicable rate of biogas plant size payable to the actual beneficiary of the plant, may be paid to the concerned SRDDs or KVIC or their registered and recognized /TKW/RET/ BM after first transferring the subsidy amount to the bank account of the beneficiary concerned following DBT route and pay back the same amount to the SRDDs or KVIC or their registered and recognized /TKW/RET/ BM (as the case may be) who had installed the Biogas Plant and Completion Certificate (CC) issued in the manner as mentioned above and given in the standard proforma have been accepted by the MPIA. This would be done after commissioning of the biogas plant and issuing the completion certificate of the biogas plant as prescribed in the format at **Annexure XIV** so that this could enable an efficient delivery and ensure the process of authentic verification. In the process of physical verification of the biogas plants/assets everyone would be responsible including the beneficiary as revealed from the Biogas Plant Completion Certificate **Annexure XIV**. The detailed guidelines and procedure



for payment of Turn Key Job Fee may be seen at **Annexure-V** to these Guidelines, which are indicative in nature and can be made further stringent at the implementation level by the State Rural Development Departments and KVIC Mumbai.

#### **4.8 Guidelines for Bank loan for Installation of Biogas plants**

All the Public Sector Banks, NABARD / IREDA and Regional Rural Banks of Scheduled Banks would involve themselves in implementation of NNBOMP by financing/lending to (i) Individual beneficiary (ii) A Group of Beneficiaries (iii) Biogas Turn Key Workers/ Biogas Rural Energy Entrepreneurs/ Biogas Developers/ Biogas Mitras by taking into consideration the average unit costs for different models, sizes of Biogas plants and cost applicable to State areas/regions. A few important measures to be taken are given below:

- 4.8.1** Efforts would be made to prepare Bank loan applications in the beginning of the financial year. The banks, in turn, may chalk out a programme for expeditious clearance of the loan applications so that construction/ plant installation activities can start in full swing before the commencement of the monsoon.
- 4.8.2** In case the Banks themselves are involved in implementation of the scheme under this scheme, the provisions Para 4.2 as mentioned above would be applicable. Banks may also further streamline the implementation model at their level based on these guidelines and share the same with the State Rural Development Departments, KVIC and the MNRE before application/implementation.
- 4.8.3** In order to facilitate realistic loan amounts (Bank Loans for Biogas Plants), a Unit Cost Committee at the State Level comprising one member each from SRD Deptt, KVIC, BDTC, Bank (s) and NABARD/ IREDA may be set up. The Unit Cost Committee at the State Level in collaboration with the NABARD and IREDA will examine and fix unit cost of installation of various models and sizes of biogas plants. The unit cost may be fixed yearly as this would avoid problems of non-financing for biogas plants as the committee would also recommend adequate amount for a biogas plants to be financed by the Banks.

#### **5. SPECIAL AND INNOVATIVE FEATURES FOR IMPLEMENTATION OF NNBOMP**

- 5.1** To begin with from the year 2018-19, 25% to 30% of the annual allocated physical targets work may be accomplished through competitive bidding by taking the approved Turn-Key Job Fee as the benchmark cost of completing / commissioning and providing of biogas plant post-commissioning operation and maintenance services for 5 years as per the Terms and Conditions of the Turn-Key Job Work Contract. In order to upscale the programme through competitive bidding, State Nodal Departments i.e. State Rural Development Departments and KVIC may involve the recognized and registered Biogas Turn-Key Workers (BTKW) / Biogas Rural Energy Technicians or Renewable Energy Technicians (RRETs) / Biogas Mitras and other experienced, recognized Organizations having experience and vast knowledge of biogas technology implementation / dissemination including MSMEs. The bidders of the tender would be categorized as class A/ class B contractors for providing composite Biogas Services following the procedure like the CPWD manual of works execution practices. Installation of biogas plants with stress on the entrepreneurship model, and involvement of dedicated Self Help Groups (SHGs) with the concept of microfinance for better inclusive and sustainable growth to be worked out at the level of Programme Implementing Agencies (PIAs), SRDDs and KVIC.



## **5.2 Beneficiary-wise Lists on Websites**

### **5.2.1 Information to be uploaded on websites**

Uploading of beneficiary- wise, Village wise / Block / District-wise, and year-wise complete list of installation of commissioned biogas plants along with the amount of subsidy paid and date of commissioning on DBT mode and Aadhaar card numbers (displaying last 4 digits only) and beneficiary's Bank Account number (last four digit only) seeded with Aadhar number to be given on the web sites of the respective programme implementing Agencies/organizations i.e. on websites of the Rural Development Departments & KVIC and the same would be linked with MNRE biogas data portal (MIS). **This would be mandatory for all the Programme Implementing Agencies i.e.** for Rural Development Departments and KVIC etc. It is therefore, imperative to have complete computerization of the programme implementation system including taking and accepting online applications of the potential beneficiaries of the Biogas Plants.

### **5.2.2 Computerization of the Scheme Implementation**

A suitable and simple application for biogas plants to be developed by the MPIAs which would form the initial base of the computerization. Simultaneously, MNRE may also devise an application for accepting the requests of potential biogas beneficiaries online, that will be subsequently forwarded to the respective SRDD / KVIC State Office for accepting and taking further needful actions at their end. All these actions will help in channelizing the information and data for putting it into the MIS and also for DBT Compliance. All the scheme records would be kept intact in 100% computerized form (soft and digitized form) for further useful purposes.

## **5.3 Incentive for saving of diesel and electricity Bills of Farmers.**

Additional incentive as CFA / subsidy would be given to farmers/ dairy farmers for setting up Biogas plants of bigger size **from 10 M<sup>3</sup> to 25 M<sup>3</sup> size plants for running 100% biogas engines to meet their small farm power needs as per details given in para 2.2 Table -I.** A target of certain numbers of farmers about 5000 farmers in first year (2018-19) to be taken up by the States. The State Nodal Departments i.e. State Rural Development Department and KVIC in consultations with the BDTCs would plan and fix State-wise demand for the year and achieve the physical targets. CFA would be given for the above purpose to purchase 100% biogas engine and rubber/plastic/fabric based biogas containers for transportation of biogas from the site of biogas plant to the site of power point / point of stationary power requirements. A subsidy of Rs 3,000/- per 100% biogas engine generator set (about 50% of the total cost), subject to the maximum of ₹. 4000/- per biogas plant in case of 15 , 20 and 25 Cubic Metre per day size biogas plants would be given to a farmer / beneficiary on actual achievement basis on this account. The reporting about the progress of such plants set up will be given quarterly in the **Annexure-XI** and in claims at **Annexure-IV**.

## **5.4 Implementation by Main Implementing Agencies RDs & KVIC through Public Sector Banks/Scheduled Banks NABARD and IREDA**

The aggregators of biogas plants would prepare commercially viable projects with its all variants on viable and up-scalable basis by taking into account the setting up of Gobar Banks / Cattle Dung Centre (CDC) concept and integrating other



biodegradable organic wastes collection Centres at one place for setting up of biogas plants to produce Bio-Organic Manure and generate Biogas at village level for providing Composite Biogas and Organic Manure Services (CBOMS). The Biogas Plant would serve as a unit of Biogas and Organic Bio-manure production by having slurry value addition and value added products units in the villages. Thus, the biogas plants will become a source of employment generation and livelihood option for both the households/farmers, selling cattle dung to the Biogas Entrepreneurs/ Biogas Mitras / Biogas Developers and Service Providers (BDSPs) and Biogas Entrepreneurs. The Banks would process the proposals of Biogas Aggregators and extend loan at softer terms and condition giving priority as biogas plants are absolute Renewable Energy Systems (RES) which is a priority sector lending area under the RBI Guidelines. Such projects upon their successful commissioning would be provided the eligible subsidy / CFA as back-ended support to lessen the burden of interest on loans. In this model, the scheduled Banks would fix certain minimum targets for their Bank branches which would be called their **Green Loans for Biogas and Organic Manure Service (GLBOMS)** under the NNBOMP. The line of implementation of scheme will be as prescribed under Pars 4.2 above.

### 5.5 Co-implementation of the Scheme-

As the NNBOMP scheme entails numerous benefits for rural and semi-urban areas and particularly for farmers, therefore, NNBOMP may be implemented along with other similar developmental schemes of the other Ministries/Departments to have better realization of the potential of the Scheme. **However, the financial assistance can be availed in other schemes only for those components for which no CFA is provided under this scheme, NNBOMP of MNRE, GOI.** The following schemes are eligible for co-implementation with the NNBOMP:-

- i. MGNREGA- For tying up labour component of the Ministry of Rural Development (MoRD) wherever possible and feasible for only digging of pits for biogas plants for which no CFA is provided under the NNBOMP.
- ii. Organic Farming Mission and Dairy Entrepreneurship Development Scheme (DEDS) of Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture and Farmers' Welfare, Government of India.
- iii. Swachh Bharat Mission of Ministry of Urban Development.
- iv. Drinking Water and Sanitation Scheme of Ministry of Drinking Water and Sanitation for connecting sanitary toilets to Biogas Plants.
- v. Biogas Scheme is a fit and feasible Scheme for ensuring balanced and rapid Socio-economic developments of the backward regions, / areas, communities such as SCs, STs, other Weaker sections, Forest Dwellers , BPLs and would be accorded priority under the CSR responsibilities of the corporate sector under the Ministry of Corporate Affairs. Ministry of Corporate Affairs, GOI, may issue separate instructions in this regard.
- vi. Installation of Biogas Plants in Organic Farming Clusters so as to make the Biogas slurry available for Organic Farming Mission (OFM). Ministry of Agriculture may issue suitable instructions to the Organic Farming Mission and also for enhancing the income of Farmers through installation of Biogas Plants.
- vii. To include Biogas Plant unit as an eligible item for availing credit under the Kissan Credit Card (KCC), MOAFW and NABARD may include the Biogas Plant in the eligible items of KCC Loan facility to all categories of FARMERS.



## **5.6 Implementation of pre-fabricated Biogas Plants – (MNRE Approved model or ISI Marked Plants by BIS)**

The Main Programme Implementing Agencies i.e. State RDDs and KVIC would devise a standard tender document for calling bids and for implementation of the target of current year 2018-19. For quality materials, life endurance and best service delivery, the quality checks for MNRE approved specifications of pre-fabricated biogas plants would be done on random sample selection basis at the source of manufacturing and/or at delivery points by the authorized Officials of SNDs and KVIC and BDTCs, etc. by constitution of committees for the purpose so that standard quality control for delivery of the Biogas Plants could be ensured. These types of biogas plants would also require compliance to the laid down specifications and should be in conformity with the existing ISI standards and new Standards to be set up by BIS in due course of time.

## **6. MODELS OF BIOGAS PLANTS AND APPLIANCES**

### **6.1 Approved Models of Family Type Biogas Plants/ Small Biogas Plants**

Appropriate size and models of biogas plants would be selected on the basis of preference / choice of the beneficiaries and shall be installed keeping in view the technical requirements such as location, distance between kitchen and cattle-shed, availability of water and main feed-stock cattle dung and other biodegradable organic biomass wastes and sanitary toilets. Approved models for such plants are available from 1 to 25 M<sup>3</sup> capacities for fixed dome design and floating Gas holder KVIC design models of plants. In addition, the Ferro-cement and Brick-masonry biogas plants, prefabricated models of Deenbandhu biogas plants made of High Density Polyethelene (HDPE) and KVIC Model and Deenbandhu Model of plants made of Fiber-glass Reinforced Plastic (FRP) and Reinforced Cement Concrete (RCC) material based approved biogas plants would be covered under the scheme. **Only the MNRE approved specifications / ISI marked models of biogas plants as approved by BIS will be eligible for CFA under NNBOMP.**

**The MNRE approved models of biogas plants are available for 1 M<sup>3</sup> to 25 M<sup>3</sup> per day capacities for fixed dome design and floating Gasholder KVIC design type biogas plants. The commonly used and approved models of biogas plants are as given under:-**

<b>Sl. No.</b>	<b>Biogas Plant Models*</b>	<b>Specifications/ Ministry's letter Nos .and date and date of approval.</b>
<b>1.</b>	<b>Fixed Dome / Gasholder Biogas Plants:</b> (i) Deenbandhu fixed dome model with brick masonry construction. (ii) Deenbandhu ferro-cement model with in-situ technique. (iii) Prefabricated RCC fixed dome model. (iv) Solid-state Deenbandhu Fixed Dome	-Ministry's letter No.13-10/96-BG dated 10-1-2002. -Code of Practices (Second Revision), IS 9478:1989 of the BIS, New Delhi. -Ministry's letter No.13-11/99-BG dated 5-3-1999 -Ministry's O.M.No.13-5/2016-BG(NBMMP) , Dated 07.11.2016



2.	<b>Floating Dome Design Biogas Plants:</b> (i) KVIC floating steel metal Gasholder with brick masonry digester. (ii) KVIC floating Gasholder type plant with Ferro- Cement digester. (iii) KVIC design Biogas Plant with Fibre Glass Reinforced Plastic (FRP) and Digester. (iv) Pragati Model Biogas Plants. (v) KVIC design type digester with floating Gasholder, made up of HDPE/PVC/ FRP/RCC etc. material plant	-Code of Practices (Second Revision), IS 9478:1989 of the BIS, New Delhi. -Code of practice IS-12986:1990 of BIS, New Delhi. Specifications of FRP Gasholder should be as per IS-12986:1990  -Code of Practices (Second Revision), IS 9478:1989 of the BIS, New Delhi. -MNRE O.M.No.18-1/2014-BE(NBMMP) Dated 26.11.2014
3.	<b>Prefabricated model Biogas Plants:</b> (i) Prefabricated Reinforced Cement Concrete (RCC) digester with KVIC floating drum/ gasholder.	-Ministry's O.M.No.18-1/2014 BE (NBMMP), Dated 26.11.2014
4.	<b>Bag Type Biogas Plants (Flexi model)</b>	Ministry's letter No.7-39/89-BG dated 14.7.95

**6.2** In addition to above the plants of KVIC design only in the size range of 1 cubic meter to 25 cubic meter implemented in the field on large scale basis earlier would be eligible under the new scheme NNBOMP.

**6.3** Innovative, cost effective and high efficiency new designs models of biogas plants will continue to be added following MNRE approval procedure/ policy for approval of new design / material based biogas plants. The approval of such new designs of biogas plants would be based on the design based on specific feedstock(s) and combinations of Organic Wastes/ feed-stocks, the innovations, technology development, their field evaluations and worthiness brought out through laboratory / pilot field trials/ demonstrations & verifications as well as satisfaction and acceptance of the same by the potential beneficiaries of biogas plants in the country.

#### **6.4 Biogas Plant Appliances:-**

In order to give safe, efficient and economic utilization of the biogas obtained from the Biogas Plants the specifications given in the **IS - 8749: 2002**, Indian Standard Biogas Stove-Specifications (second revision) shall be followed in manufacturing techniques, for materials, design, maintenance and finish. The thermal efficiency shall not be below 55% for each burner of the Biogas Stove. Only ISI Marked, double burner biogas stoves / chulhas should be provided under the New National Biogas and Organic Manure Programme irrespective of the size of Biogas Plant. Where the biogas stoves are to be purchased by the beneficiaries themselves, they should be advised/ guided by the Implementing Agencies / Biogas Stove manufacturers and kept informed of the benefits of ISI marked Biogas Stoves. The model names / brand of ISI Marked stoves and their Manufacturers, prominent locations of availability, shops/market places of BIS Standard Mark Biogas Stoves their costs and spare parts should be also covered and included in the information and publicity material of biogas plants. The Biogas Turn Key Workers/ RETs/ BMs working for RDDs and KVIC should



ensure availability of spare parts of the biogas stoves/burners and other appliances for providing trouble free and continuous long period operations of biogas plants. All the Programme Implementing State Rural Development Departments and KVIC would ensure that the Standard Biogas Burners/ Stoves are available to all the beneficiaries either in advance or just –in- time of the commissioning of biogas plants so that there is no chance of any mismatch of timing in the first time biogas generation from the biogas plant and its use by the beneficiaries. New and innovative technology development in biogas saving such as high thermal efficiency Biogas Burners, higher efficiency dual biogas stoves burners for Biogas and LPG, good quality biogas pressure busters would be considered for deployment based on merits.

## **7. TURN-KEY JOB FEE (TKJF)**

### **7.1 Turn-Key Job Fee Scheme for Biogas Plants**

The Turn-key Job Fee Contractual Scheme would be implemented in the following manner. The Scheme is linked with five years' free warranty and guarantee for trouble-free functioning of biogas plants set up both on **Turn-Key Work Contract basis and bidding basis**. Under this scheme the approved and applicable rate of Turn-Key Job Fee per biogas plant according to the size(s) of biogas plants as given in **Table-1** under para 2.2 above would be payable to:

- (i) the duly recognized and registered Biogas Turn Key Workers (BTKWs) / Biogas Rural Energy Technicians (BRETs)/ Biogas Mitras /MSMEs as identified by the SNDs, KVIC or BDTCs following the transparent procedure of "Award of Work";
- (ii) Registered Societies, Registered corporate organizations/bodies identified by the State Governments Departments / Agencies; following the transparent procedure of "Award of Work";
- (iii) Approved, recognized and registered trained entrepreneurs BTKW/RETs /SHGs/ Biogas Small & Medium Enterprises (BSMEs); and
- (iv) Recognized categories of A&B class contractors of CPWD in the field of Biogas Plants construction, commission and supervision & maintenance as found to be successful through bidding route for implementation of the scheme and their subsequent recognition and registration under the NNBOMP by the designated State Programme Implementing Agencies (PIAs) of the scheme i.e. State Rural Development Departments and KVIC.

### **7.2 Turn-Key Job Scheme – 1**

**Under the Turn-Key Job Scheme-1**, the Biogas plants of approved design, specifications and models including conforming to ISI standards as brought out by BIS would be set up through bidding. Initially the SRDDs, KVIC and BDTC, etc. , as the case may be, would call bids on the standard Tender Document. The tender document for each design and model and size of biogas plant would be devised in such a way that the bidding process and the likely successful bidder should not have any scope for any deviation in the quality installation of biogas plant, appliances, biogas equipment and biogas services to be rendered by him for at least the next five years. The reverse bidding under this Scheme would be done on the MNRE approved and applicable Turn-Key Job Fee as a Benchmark cost as given in Table- I under para 2.2 which has been fixed at ₹ 2500/- per biogas plant for plants up to 10 M<sup>3</sup> size and ₹4500/- per biogas plant for plant size above 10 cubic metre and up to 25 M<sup>3</sup> / day and Rs.1000/- for



prefabricated/manufactured biogas plants of size from 1 to 25 cubic metre. This is being fixed considering the highly decentralized and distributed nature of the potential of small Biogas Plants (1 M<sup>3</sup> to 25 M<sup>3</sup>) and aggregators in an entrepreneurial mode to take part in the scheme implementation. For the successful bidder who after signing the Contract Agreement with the respective SRDD/ KVIC and BDTC etc. **all other terms and conditions of the Turn Key Job Scheme would be applicable at least for 5 years.** The same terms and conditions would also apply for those who come for Bank Implementation of the Scheme. The indicative guidelines and procedure for payment of Turn Key Job fee for setting up biogas plants and providing post installation free warranty services for five years is given at **Annexure-V**. In this the Turn Key Job Fee as found out in the bidding process would be proportionately divided for making the payments to the successful bidder during the Five Year Contract Period of the Biogas Services with respect to the Bench Marked Turn Key Job Fee as given below in Para 7.3.1 & 7.3.2. **Therefore, the bid out rates of the Turn Key Job Fee should be always lesser than the Benchmarked Turn Key Job Fee as given in these guidelines.**

### 7.3 **Turn Key Job Scheme-2**

This Scheme is applicable to all those Biogas Turn-Key workers / Rural Energy Technicians who may have already been working as registered and recognized Turn-Key Workers of the SNDs, SNAs, KVIC and BDTCs from the previous years and who have been involved and have implemented the earlier National Biogas and Manure Management Programme (NBMMP) in the past without any complaints of any kind and who still want to continue in the scheme implementation by the State Rural Development Departments (SRDDs) & KVIC. Since, this Scheme has thus become a livelihood programme for most of them, therefore, the State Government Departments i.e. Rural Development Departments and KVIC may continue to take their involvement as per the guidelines being communicated through this. The Turn Key Job Fee to such Biogas Turn Key Workers / RETs/ BMs should be paid to the Turn-Key Job Workers/ Rural Energy Technicians / Entrepreneurs etc. **Contract Agreements of 5 years for providing Biogas Services should be entered into with registered and recognized TKW. The indicative guidelines are given at Annexure-V.** The Programme Implementing Agencies (PIAs) i.e. SRDDs and KVIC at their level may further make the Terms & Conditions of the Contract Agreement more stringent including taking Surety Bond/Bank Guarantee of appropriate amount per biogas plant so that nobody can have any chance of violating the provisions and norms of these guidelines of the NNBOMP. However, with effect from November, 2018 the selection of Biogas Turn Key Workers/RETs will be through bidding process only as defined in para 7.2 above.

#### 7.3.1 **Payment of Turn Key Job Fee (TKJF)**

On getting the beneficiary's consent in the form of Completion Certificate ( C.C.) the first installment of ₹ 1500/- per plant (for size range 1-10 M<sup>3</sup> per day capacity) out of total eligible amount of Rs.2500/- which is to be released after quality construction, supervision, including use of specified materials of biogas plant in quantity and quality and successful commissioning of the Biogas plants and upon getting beneficiary's signature as a proof of his acceptance of the successful operation of Biogas plant in the Completion Certificate of each and every biogas plant unit in the prescribed proforma as given at **Annexure-XIV**. The Completion Certificate (CC) being issued would be signed by the Beneficiary, Biogas Turn Key Worker, concerned Official of the SRDD/ KVIC or BDTC or Bank Official and two independent witness. The two witnesses could be one of his neighbours and another who may be any Panchayat / Gram Panchayat Ward



Member or Sarpanch. The Completion Certificate should also be countersigned by the concerned higher level Officer of the SRDD /KVIC/PIA/BDTC as the case may be. Thereafter, the balance TKJF of Rs.1000/- may be paid in two installment of Rs.500/- each at the end of third year and fifth year after proper verifications of the services provided by the concerned Turn Key Worker. This is subject to the condition that the Turn- Key Worker would visit their installed plants at least twice in a year during the free warranty period of 5 years.

Guidelines and procedure for engaging and payment of Turn-key Job Fee for setting up biogas plants to be followed by all the States Rural Development Departments and State Nodal Agencies and KVIC & BDTCs and other approved agencies, as given at **Annexure- V**, for ready reference. Turn-Key Job Fee should be paid to the registered and recognized Turn-Key Job Workers / Rural Energy Technicians / Self Help Groups / Entrepreneurs etc. following DBT route only, which should be paid in total three installments as mentioned above. **The written concurrence/consent of respective beneficiaries indicating the satisfactory working of the biogas plant at every stage will form the part of documentation for release of the Turn-Key Worker Charges. The beneficiary's concurrence/consent form may be devised and incorporated in the Beneficiary's Service Card along with User's Complaint Card and its counter foil to be kept in the records of all MPIAs (SRDDs, KVIC etc.).**

The concerned State Rural Development Department (SRDDs) and KVIC, being the Programme Implementing Agencies of the scheme would ensure all the compliances and keep the records of the inspections as well as the visits of Biogas Turn Key Workers, and particularly with regard to the status of working / functioning of the biogas plants constructed under the scheme. The records will have to be kept for post Audit verification purpose also.

**7.3.2** The Turn Key Job Fee of ₹ 4,500/- per biogas plant for plants of size bigger than 10 cubic meter and up to 25 cubic meter ( specific size 15, 20 and 25 cubic metre) will be payable in three installments. The first installment of ₹ 3000/- per plant after proper commissioning of the biogas plant as mentioned above and certification of completion and commissioning would be paid following the same procedure as mentioned above under Para 7.3.1. The second installment of ₹ 1000/- would be paid at the end of third year and the third and final installment of Rs.500/- after verification/inspection of Biogas Plant by the Officers of SRDDs/SNDs, KVIC and upon meeting the functional/operational requirements of Biogas Plants in their optimal usage as mentioned above shall be payable after five years and following the checks and documents as mentioned above for smaller plants. All the Programme Implementing Agencies (PIAs), the SRDDs and KVIC etc. would enter into very properly worded Contract Agreements with those Biogas Turn Key Workers/Rural Energy Technicians of Biogas who are found to be successful bidders after following the Direct Implementation Process of Turn Key Work / Bidding Process of Turn Key Work as mentioned above. All the payments under the Turn Key Job Scheme will be made after ensuring and recording details of construction, commissioning and subsequent Inspection data of every biogas plants and based on the functional/working conditions of the Biogas Plants. All the records would be kept in 100% computerized form for the services rendered by the Biogas Turn Key Workers.

#### **7.4 Turn-Key Job Fee (TKJF) for Prefabricated Biogas Plants**

**7.4.1** Turn-key job fee of ₹ 2500/- or 4500/- per biogas plant as applicable according to the size of the plants would also be payable for biogas plants which are prefabricated



meaning, pre-fabrication work having either for digester or dome or for both digester and dome making it one composite biogas unit. **Only MNRE approved models of prefabricated biogas plants are eligible for this assistance.**

**7.4.2** Turn Key Job fee at the flat rate of ₹ 1000/- per biogas plants for size 1 M<sup>3</sup> to 25 M<sup>3</sup> will be provided for 100 % completely prefabricated / manufactured biogas plants which are made up of virgin materials involving standard quality HDPE, FRP and RCC materials etc. However, no Turnkey Job Fee will be paid for bag type digester made up of rubberized / nylon fabric based material plants as these units do not require higher techniques of supervision for construction and installation at beneficiaries' homes.

**7.4.3** However, the manufacturers / biogas developers of completely prefabricated (100% biogas plants as a composite unit) will have to provide to beneficiaries a free warranty for five years as part of quality assurance and also provide Turn Key Work Services for five years in the similar manner as a Biogas Turn Key Worker is supposed to provide under the Terms and Conditions of Turn Key Work Scheme as mentioned above under Para 7.3.1 & 7.3.2. **The Turn Key Fee of ₹ 1000/- per plant will be released by the State Rural Development Departments/ KVIC after verifying the satisfactory operations of such biogas plants after two years of the commissioning date i.e. date of commissioning given in the Completion Certificate and verifying the satisfactory functioning of the biogas plants installed through this Manufacturers mode of implementation as explained under para 7.3.1 and 7.3.2 above.** The manufacturers of such biogas plants will have to provide the Certificate of the useful life of the biogas plants not less than 10 years and also declaration in the operation & maintenance and warranty card that the plant has been manufactured using standard virgin materials only and are UV stabilized having no toxicity danger of any kind and tested as per the MNRE approval procedure of biogas plants.

## **8. ADDITIONAL CFA FOR CATTLE DUNG BASED BIOGAS PLANTS LINKED WITH SANITARY TOILETS**

The additional CFA of ₹ 1,600/- per biogas plant for **sizes 1M<sup>3</sup> to 10 M<sup>3</sup> only** as an additional subsidy can be used only for meeting the extra cost involved in raising the toilet level, and its connection with a biogas plant ensuring the requirement of disposal and storing the slurry effluent in a slurry manure pit of size 2M x 1.5M x 1.5M adjacent to the outlet chamber of the biogas plant and which should be covered properly from the top. However, SRDDs, KVIC and BDTCs etc. should ensure that such plants are set up only after proper persuasion of the beneficiaries and social engineering aspects. The Biogas plant attached with the toilet should be complete in all aspects, including its commissioning for biogas generation and use by the beneficiary. The targets for the sanitary toilet linked biogas plants for the year 2018-19 are included in the overall targets as given at **Annexure- III A**. Rural Development Departments, KVIC, etc. are to make effective coordination with the Departments / Agencies/functionaries concerned with the Swachh Bharat Mission, rural sanitation programme at the State and District level for identification of beneficiaries for linking the biogas plants with sanitary toilets. The village-wise list of selected potential beneficiaries of biogas plants may be provided in advance to the State Departments/ Agencies working for implementation of the rural sanitation programme/Swachh Bharat Mission. For this extra efforts will have to be applied by all the Programme Implementing Agencies of NNBOMP to persuade the potential beneficiaries as part of Swachhta Action Plan so that it would contribute greatly towards the Swachh Bharat Mission.



## 9. TRAINING COURSES

Annual targets for various approved types of training courses such as Construction-cum-Maintenance , Refresher Training Courses, Users' Courses, Biogas Turn-Key Workers Course, Staff Training Courses and Skill Development Courses have been designed for imparting knowledge and skill development under the scheme . The Fact Sheets for different types of training courses are given in **Annexure- VI to IX B. The design of these courses / course curriculums can be further upgraded, during the course of implementation of the scheme depending upon the requirements inputs from the Main Programme Implementing Agencies (MPIAs) and BDTCs and other stakeholders but within the approved financial limits of each approved course as mentioned above. The annual targets for these courses would be allocated on the exact requirements of the States received directly or through their respective BDTCs. BDTCs would also undertake the targets for imparting skill development programme for Biogas Mitras by designing and formulating new skills and incorporating those into the course curriculum for Biogas Skill Development and Technology Dissemination (BDTCs) and also to become mentor for new innovators / entrepreneurs including Small and Medium Enterprises as Startups.**

## 10. ADMINISTRATIVE CHARGES (AC) / FOR SUPPORT TO STATES FOR IMPLEMENTATION OF NNBOMP.

Administrative Charges will be given directly to the States i.e. to the State Rural Development Departments , Khadi and Village Industries Commission, Biogas Development and Training Centres, etc. including to the Banks under the proposed scheme of the New National Biogas and Organic Manure Programme (NNBOMP). This would be linked with the annual targets and actual achievements of biogas plants of the Main Programme Implementing Agencies i.e. SRDDs and KVIC. Those who would achieve higher targets would get additional benefit of administrative charges. For claiming the Administrative charges, **the minimum number of biogas plants achievements should not be less than 100** Biogas plants. The Administrative charges under the Scheme shall be provided to States as per the rates given under **para 2.2 D of Table-1**, which is subjected to a maximum of ₹.60.00 Lakh (Rupees Sixty Lakhs Only) for one designated NNBOM Programme Implementing Agency (PIA) for achieving actual target allocated for a year.

The manpower engaged by SNDs, SRDDs/ KVIC and BDTCs or Banks for that matter or by any other Programme Implementing Agencies will not be deemed to be employees of Ministry of New and Renewable Energy, Government of India. The Administrative Charges given to SNDs and KVIC and BDTC etc. may be utilized for the purpose of monitoring, strengthening outreach of the Scheme and extension of the Biogas Programme and for related activities of the projects under the Scheme for which no separate Utilization Certificate needs to be submitted.

## 11. BIOGAS DEVELOPMENT AND TRAINING CENTRES (BDTCs)

There are three main functions of the BDTCs - Biogas Development and Training Centres (BDTCs):

- (i) To help all the States/UTs for providing all kinds of technical assistance and conducting trainings on Biogas approved courses.
- (ii) Monitoring & evaluation of the Implementation of NNBOMP and preparation of technical booklets / guidelines / technical support for quality implementation of biogas programme; and



(iii) Biogas technology development and its dissemination by setting up pilot demonstrations of new design and models of the Biogas Plants and approved by the MNRE. MNRE may, however also assign various other activities to the BDTCs in their Annual Work Plan in the beginning of the year. Each BDTC would engage manpower only against the approved positions in project mode only on contract basis for all the approved posts / positions, instead of appointment on regular basis or deputation basis and the manpower engaged so shall neither be treated as employees of Ministry of New and Renewable Energy, Government of India nor of the BDTCs/Universities/IITs in which these centres are located.

BDTCs should submit their claims indicating training-wise details (viz: venue, periodicity, number of participants, expenditure incurred etc.) as also the number and names of manpower engaged, emoluments etc. The BDTC-wise annual targets of various trainings and activities shall be earmarked yearly by the MNRE. Their performance will be reflected in their Annual Reports. **Eight Biogas Development and Training Centres (BDTCs)** are being proposed to be continued up to the end of the 14<sup>th</sup> Finance Commission Period that is up to 31.03.2020. Their locations and States / UTs for work jurisdiction are given in **Annexure-XIII**. However, MNRE may consider to change their States of working/jurisdiction and also manpower requirements if felt necessary. It is proposed to continue the existing 8 Biogas Development and Training Centers and also proposed to add 4 more such centers making the total 12 in numbers from 2018-19. BDTCs will be also assigned specific Annual Task by the Ministry at the start of the year.

## **12. INFORMATION AND PUBLICITY**

12.1 The State Nodal Departments i.e. State Rural Development Departments, KVIC and BDTCs as well as other implementing Agencies if involved at later stage in implementation should prepare standard publicity materials such as Do's and Don'ts, leaflets, booklets, posters, etc. for wider dissemination in the State/UT by availing the financial assistance under NNBOMP. Broad items of publicity campaigns to be taken up by the States are: (a) advertisements in local dailies; (b) preparation and display of posters in Panchayat Offices and schools, Kisan Sewa Kendras; (c) Booklets and Folders on Biogas for biogas users and for distribution during gatherings at exhibitions, Kisan Melas / fairs, etc.; (d) Local folk dances / dramas / songs; (e) exhibitions and demonstrations including exhibits at Regional / District Rural Development Training Institutes; (f) documentary Films / Video Films; (g) Wall paintings / hoardings / wall calendars; (h) participation in exhibition / fair, etc., including setting up of few Biogas plants for demonstration in those remote areas where scheme has not reached so far ; (i) Radio jingles / TV spots in local language; (j) Complaint Cards to Biogas Plant Users; (k) evaluation of publicity campaign, (l) publicity of one prominent Biogas Customers Centre in each Block for dissemination of information / publicity about Biogas Masons/ BTKW/ BRETs , and about their contact numbers, mobile numbers, ISI marked biogas plants, points of availability of Standard ISI Marked biogas stoves and accessories , including unit cost of installations of various sizes of biogas plants and their economics in simple language for beneficiaries of plants should be given in the publicity material.

12.2 Erecting hoardings explaining salient features of biogas plants in the temples/religious places for disseminating information to pilgrims etc. Each beneficiary of a Biogas Plant will be provided a Biogas User's Service-cum-Warranty Card for compliance/adhering and providing Five Year's Free Warranty Services to the beneficiaries of Biogas plants which will also contain 10 complaint cards for the use of beneficiary to be lodged by him in the event of his biogas plant goes non-functional during the warranty period of 5 years. The complaints lodged by the beneficiaries are to be attended within the specified time period of



within a week. The new potential beneficiaries may be also provided above information through SMSs, mobile Apps, social media WhatsApp, etc. Biogas Apps may be developed for catering to the State Specific requirements and integrated with the Farmers App.

12.3 In addition to above, MNRE may also take up the awareness and dissemination programme for publicizing the NNBOMP through Electronic Media, Print Media, Exhibitions, Students visit, outdoor publicity, workshop etc. under the Information & Publicity Awareness (I&PA) Programme of the MNRE for the period 2017-18 to 2019-20 under the continuation of I&PA Programme vide Sanction No. 16/4/2017/I&PA dated 12<sup>th</sup> January, 2018.

### 13 SUPPORT FOR REPAIR OF OLD NON-FUNCTIONAL PLANTS

Since, no claim of repair was received from the States during the last 5 years under this component therefore, this component of repair of Non-functional Biogas Plants is being discontinued w.e.f. the approval date of this new Scheme (NNBOMP) of biogas i.e. 26.03.2018. However, even if States wants to have repair scheme for non-functional Biogas Plants after getting/rendering 5 years of useful services, they may devise /formulate such scheme and implement at their State cost/ beneficiary's cost. MNRE will not provide any financial assistance for any repair work as such this repair component is withdrawn, but the terms and conditions of 5 years free warranty services to be provided through BTKWs/RETs will remain as such.

### 14 SAFEGUARDS AND MAINTENANCE OF RECORDS FOR AUDIT PURPOSES

#### 14.1 Database of Village-wise and year-wise Beneficiaries of Biogas Plants

The State Nodal Departments that is the State Rural Development Departments and KVIC, BDTCs as well as other approved programme implementing Agencies / Organizations under them **are required to maintain computerized database in a proper format strictly as prescribed in (Annexure-XII) in hard form/copies and electronic mode and upload the information data on PMIS portal of the all Main Programme Implementing Agencies.** The detailed particulars of each and every biogas beneficiary at the Block, District and State Headquarters and Headquarters / State Offices of KVIC, Universities / IITs where BDTCs are situated, should be maintained in the form of a Permanent Master Registers (PMRs) and also in soft/ electronic form which should be readily available for post verifications / inspection of the Officers of MNRE / State Govt. Officials / Independent Evaluators and also for post Audit Verification purposes by the Statutory Auditors and by the Audit from the Offices of the Accountant General of the respective State. Each Biogas plant should be assigned a unique serial number ID along with the year of installation and having serially numbered matching with the Biogas Master Register of the year i.e. Biogas Permanent Master Register (BPMR) along with the year of installation /with date of commissioning. The details should include particulars of the beneficiaries viz., name, father / husband's name, address, category of farmer, number of cattle-heads owned, size and model of the plant, amount of CFA / subsidy disbursed with date(s) of disbursement, details of voucher, whether installed on Turn-Key Basis, name & address of the Turn-Key Job Worker / RET or Agency, along with phone/mobile nos., date of completion, date of commissioning, name & address of the trained biogas masons / Entrepreneur who constructed the biogas plant, etc. **The contact / mobile nos. of both the beneficiary and the concerned TKW / RET or Entrepreneur should be also recorded.** The last four digits of the Beneficiary's Aadhaar Card Number and Bank Account Number which has been seeded with the Aadhaar Card Numbers should be also recorded and maintained for Direct Benefit Transfer of the subsidy



amount. Similarly the records of the Turn Key Job Fee disbursement to be maintained for the Turn Key workers to be made through Direct Benefit Transfer (DBT) Scheme of the Government.

#### **14.2 Beneficiary-wise Lists for uploading on Websites/ Biogas Portals**

**14.2.1** It is mandatory to put village-wise, block-wise, District-wise and year-wise lists of the beneficiaries of biogas plants, prepared in the manner as prescribed above under Para 14.1 and **Annexure XII**, on the websites of the respective Scheme/ Programme Implementing Departments i.e. on the websites of the State Rural Development Departments and KVIC State Offices and KVIC Head Office, Mumbai.

**14.2.2** Release of further funds of second installment to SRDDs & KVIC will be made on fulfillment of this condition and along with the settlement of accounts of previous to previous year under the scheme. This should be done in the prescribed format as given in **Annexure-XII**, after finalizing and firming up of the actual achievements against the allocated targets by certifying of the figures of actual achievements against the allocated targets. The firm figures of physical achievements of a year with complete details of all the biogas plants shall be reported to the Ministry (MNRE) by 30th June of the year following the close of the Financial Year.

#### **14.3 Maintenance of Records of Completed Biogas Plants and Completion Certificates**

Completion Certificates (CCs) in respect of all the commissioned biogas plants and reported as achievements of the year to the MNRE will be signed by the concerned Officials of the State Rural Development Department / Development Officer/Asst. Development Officer of the KVIC, PIs of Biogas Development and Training Centers etc. as authorized to do so by the SRDDs/KVIC etc. The C. C. issued having the signatures/thumb impression of the actual beneficiary of the biogas plant, signatures of the respective Biogas Turn Key Worker/ Biogas RET, concerned Officials of the SRDDs/ KVIC or BDTC or Bank Officers and signatures of two witnesses, one of them may be from his neighbors and another person who may be a Gram Panchayat / Ward Member or Sarpanch. The Completion Certificate (C.C.) would also be counter signed by the higher level Officer concerned of the SRDDs/KVIC/BDTC as applicable. **The completion Certificate (the template of Completion Certificate is given at Annexure-XIV) in original will be maintained and kept safe in the records/plant documentation for Post – Audit verifications and plant inspection purposes.** States Rural Development Departments and KVIC & BDTC must also keep the details of manpower employed for implementing the NNBOM programme during the year, in support of their administrative charges claimed and also for all the Turn Key Workers Charges claimed and to be disbursed as per these Guidelines of the Scheme, NNBOMP.

#### **14.4 Payment of Turn-Key Work Fee (TKWF)**

The details of Turn-key Job Fee (TKJF) payment would be maintained separately both in hard and soft copies for post verification purpose in support of TKJF claimed as well as O&M Services provided by the TKWs/ RETs. The Turn-Key Job Fee would be separately paid by the implementing agencies following the DBT route in the same way as mandated for the Biogas plant subsidy amount transfer to the beneficiary. The dates of visits made by the TKWs/RETs/Biogas Mitras under the warranty agreement of 5 years, applicable after plant commissioning date for providing post installation services will have to be maintained by the Programme Implementing Agencies (PIAs) in hard copies and soft copy / electronic form for post Audit verifications in support of the TKJF claimed and paid under the Scheme.



#### **14.5 Maintenance of up to date Biogas plant operational Status**

All the State Nodal Departments, Rural Development Departments and KVIC, BDTCs etc. implementing the programme would also maintain the **records with respect to the status of working biogas plants and also not-working plants, set up by them and should be based on actual inspections / site visits** of biogas plants by the Officials of SRDDs, BDTC, KVIC etc. and District Officials and also inspections by the Head Office of the SRDDs/KVIC etc. They would also monitor all the biogas plants of their registered Biogas Turn-Key Workers/ RETs/ Biogas Mitras. **The status of working/ non-working biogas plants should be updated quarterly on the Project Monitoring Information System (PMIS) portal of the Implementing Agency. For developing such PMIS portals, State Governments Rural Development Departments, KVIC, BDTCs etc. should ensure that these records are computerized, updated on regular basis and maintained.** These Programme Implementing Agencies (PIAs) may utilize the funds being given under the Administrative Charges component of the Scheme.

#### **14.6 Geo-tagging and Identification Mark on the Biogas Plants**

**Geo-tagging of the Biogas plant site will be done twice, once the project site is finally approved by the Programme Implementing Agency i.e. State Rural Development Department/KVIC for taking up of the plant construction/ installation work. The second time Geo-tagging would be done when the biogas plant is finally commissioned.**

In order to avoid duplication / wrong reporting and false and fake claims, each plant should be serialized by giving unique ID number with pre-determined identification mark and date, month and year of commissioning and code for Village, District and Block / Taluka along with name of Implementing SNDs, KVIC or BDTC and other Programme Implementing Agencies. The Unique Number embossed / carved out on the Digester, Inlet and Outlet tank walls of the Biogas plants as well as the serial number on a metal strip / piece is welded on the gas outlet pipe in the dome portion or gas holder depending on the model. All these details should also match correspondingly with the Office records/documents of biogas plants refer para 14.1, 14.2 and 14.3 above and the plant details also be carved out on the body of digester after doing final layer of plastering. On prefabricated models of biogas plants it is to be mentioned on various components of the plants along with the make, model, production serial number and the year of the manufacturing of the pre-fabricated plant. **The unique identification mark and code of each biogas plant should be recorded in the Permanent Master Registers (PMR) as mentioned under para 14.1 above. The above details should be very clear cut and should be prominently visible to anyone visiting the Biogas plants. No tampering is to be done with these identifications marks and shall be ensured by the all Programme Implementing State Rural Development Departments and KVIC as well.**

#### **14.7 Photograph of the Beneficiary in CFA Claims and Affidavit**

Four photographs of the biogas plant beneficiary in original should be taken at three different stages viz (i) plant site (ii) under construction stage and (iii) at the time of commissioning of the biogas plant (one with the completed biogas plant and another while beneficiary using biogas for cooking in kitchen , for biogas engine etc.). The 4 photographs should be kept in records along with the original application of beneficiary & the CFA disbursement records. **An affidavit should be taken from every new beneficiary declaring that no biogas plant was set up earlier in the name of his / her spouse or any other member of his family (including minor children), by any Biogas agency and nor he / she availed any subsidy / Government financial help in the name of the biogas plant. In the affidavit the beneficiary would also state that he will be operating the biogas plant by**



feeding daily required feed material into the biogas plant to get the full benefit of the biogas plant facility provided by the Government. This would form the part of the documentation.

## **15 SUBMISSION OF PROGRESS REPORTS**

### **15.1 Monthly Progress Reports**

A Monthly Progress Report (MPR) indicating the number of biogas plants commissioned category-wise against the annual targets and size-wise numbers installed during the month should be sent by post to the Ministry or by fax no. 011-24368904 or e-mail: [gl.meena@nic.in](mailto:gl.meena@nic.in), [meen.sr@nic.in](mailto:meen.sr@nic.in) by the **5<sup>th</sup> of the following month** in the prescribed proforma (**Annexure- X**). These MPR data will be also maintained on MIS Portal of the State Rural Development Department and Khadi and Village Industries Commission etc., which shall be posted in the quarterly progress reports.

### **15.2 Quarterly Progress Reports**

The quarterly progress report would be sent to the MNRE by **15<sup>th</sup> of the month**, following the end of each quarter in the prescribed format. (**Annexure-XI**).

### **15.3 Material for Annual Report and Website of the Ministry of New and Renewable Energy**

All State Rural Development Departments and KVIC etc. and other implementing agencies should send a brief write-up on implementation of the programme by the end of the month of December of the programme implementation year for inclusion in the Annual Report of the Ministry. The write-up should highlight the implementation strategies adopted including development of market based business/commercial model in-line with these Guidelines and on working and management of work being done through the registered and recognized BTKWs / RETs / SHGs involvement of panchayats and non-governmental organizations, linkages with other rural development programmes, methodologies adopted for publicity and awareness raising, details of physical verifications of biogas plants, documentations and highlights of feed-back survey, etc. Photographs, video clips of the biogas plants set up/special activities during the year may also be sent along with the write-up.

Success stories on installation of biogas plants in most of the households of a village / area and other innovative features may be sent for hosting on MNRE website. The success stories should be also displayed at the Block Level Offices.

## **16 MONITORING AND PHYSICAL INSPECTIONS OF PROGRAMME**

### **16.1 Physical Verification and Sample Village-wise Monitoring Report**

In order to ensure that incomplete, un-commissioned, bogus/false reporting of biogas plants are not included for reporting and for claiming CFA, **it is mandatory that all the plants set up during each month/ quarter are physically verified on 100% basis at ground level, and a certificate of completion (CC) to that effect is prepared and signed by the concerned Officials of all the Programme Implementing Agencies (PIAs) as prescribed at Para 14.3 above and kept in the records by the Officers concerned for post-audit purposes.** All the newly completed and commissioned biogas plants would be inspected/verified physically on 100% basis by the Officials concerned of the Main Programme Implementing Agencies (MPIAs) i.e. SRDDs and KVIC. Further, the percentage of



physical verifications at least up to 33% on random basis at Block and District level should be carried out by the higher level Officers/ Officials. Cross checking Percentage would be fixed by the Headquarters of the PIAs. The Headquarter Officers will also fix at least 15 per cent of the new plants being reported for a year to be physically inspected / verified by themselves from the 100% inspected lot as done and reported by the ground level Officials. The sample verification by the Headquarter/Head Office may be fixed at not less than 15% of the new plant commissioned for reporting. **The 15% sample would be selected on random basis.**

Further in order to have regular cross checking, State Nodal Departments / Nodal Agencies and KVIC and BDTCs are requested to select at least two villages each month or bimonthly for determining the operational status of biogas plants earlier set up in these villages and prepare inspection reports for posting in Quarterly Progress Reports.

All SNDs i.e. SRDDs & KVIC and other Implementing Organizations are requested to include information on sample village monitoring report in the **Quarterly Progress Report (Annexure- XI)**.

Heads of the SNDs i.e. SRDDs and Directors of the State Offices of KVIC are to make arrangements for inclusion of inspection of biogas plants set up in various districts / blocks in the inspection reports. The District Collectors / District Magistrates / Sub-Divisional Magistrates / Block Development Officers / Taluka Development Officers concerned may also verify on sample basis the plants and send their reports to the Head of the Main Programme Implementing Agency i.e. Commissioner/Secretary of the RDDs.

#### **16.2 Field Inspections by Biogas Development and Training Centres(BDTCs)**

Biogas Development and Training Centres (BDTCs) will also conduct inspections of at least 1000 biogas plants in a year in the Villages of Blocks of districts of the States assigned to BDTCs after selecting the beneficiaries strictly randomly from the lists provided by SRDDs/ KVIC **on random basis in their States of jurisdiction (Annexure-XIII)**. In random sampling of the BDTCs at least 75% of the plants should be from the new biogas plants of recent years/current year. All the Programme Implementing SRDDs and KVIC etc. are to extend full help and co-operation to staff of BDTCs in carrying out the above inspections on a regular basis.

**16.2.1** Physical Inspections should be carried out by a team comprising of three members, one each from BDTC, Rural Development Department of State Government and KVIC or other implementing agency as the case may be so that possibility of any common plant(s)/double reporting if any could be checked out by the team. The Biogas Development and Training Centres (BDTCs) may select districts in consultation with implementing agency at the commencement of programme but the beneficiaries from the lists would be selected on random table method.

**16.2.2** SNDs & KVIC etc. should take immediate remedial action on the findings as brought out in the inspection reports of the Biogas Development and Training Centres (BDTCs) and confirm the action taken to the BDTCs concerned under intimation to MNRE on quarterly basis. All the BDTCs should include few photographs of biogas plants inspected in their inspection reports, which should also be included in the Annual Reports of BDTCs

#### **16.3 Evaluation Study by Independent Organizations**

State Rural Development Departments and KVIC at their level should also entrust the



task of regular independent evaluation of the work completed during previous year(s) by assigning the work to reputed and skillful Organizations having vast experience of conducting studies of developmental work particularly biogas technology. Monitoring and evaluation of the programme is a continuous exercise for good delivery. A copy of the report of such monitoring and evaluation studies conducted should also be sent to MNRE. Such evaluation studies can be supported from the provision of the administrative charges.

**16.4** In addition to monitoring by SNDs & KVIC, and other implementing Agencies, Ministry of New and Renewable Energy, NITI Aayog, NSSO, Central Statistics Office, Ministry of Statistics and Programme Implementation, Govt. of India, may also take up direct sample inspections or entrust Independent Evaluation studies of New National Biogas and Organic Manure Programme (NNBOMP) to other consultancy organizations.

**16.5** MNRE may also depute / assign the work of monitoring to an independent third party after receiving the project completion and commissioning report from the Main Programme Implementing Agencies, i.e. State Rural Development Departments, Khadi and Village Industries Commission (KVIC) etc.

## **17 SETTLEMENT OF CLAIMS AND ACCOUNTS**

The flow of funds for the scheme will be through PFMS and EAT Module. Timely utilization of released funds and physical progress in each of the approved components of the scheme is therefore, of paramount importance. Timely year-wise settlement of accounts is a must for smooth flow of further funds under the scheme. The SRDDs & KVIC and other implementing Agencies should submit Claims (in the format given at Annexure- IV), Utilization Certificate (in GFR-12/A/B/C as applicable) and A. G. Audit Certificate of expenditure in case of State Nodal Departments that is State Rural Development Department and KVIC and detailed Audited Statement of Expenditure (ASoE) duly audited by the Chartered Accountants Firms in case of the State Nodal Agencies / Autonomous Bodies, Universities/ IITs and BDTCs or other corporate organizations as early as possible after the close of the financial year, latest by 30th September of the year, following the closer of the implementation year(Financial Year). Before submitting the final claims in the prescribed proforma ANNEXURE-IV, the Utilization Certificate of the amount spent against each sanction should be submitted in the prescribed Form GFR-12/A/B/C as applicable soon after the closure of the financial year. This would help in expediting the process of further funds releases by the MNRE.

## **18. AWARD SCHEME UNDER NNBOMP**

Under the NNBOMP, MNRE would award three Certificates of Merit by appreciating the best i.e. 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> to the SRDDs & State Office of KVIC for overall performance and achieving highest annual targets allocated under the Scheme. This is for motivating all the States and KVIC to achieve their physical targets under the New National Biogas and Organic Manure Programme (NNBOMP). Further in order to generate healthy competition and to appreciate the best work of the field functionaries, the State Rural Development Departments and KVIC may institute similar awards at their level for field functionaries of the Biogas Programme on the basis of overall quality, Biogas Services rendered and Functionality of Biogas Plants installed by their registered and recognized BTKWs/BRETs etc. However, MNRE will not provide any financial support for this purpose. The expenditure on such awards should be borne through allocations in the State Plans.



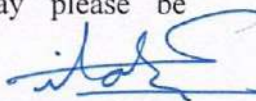
## MID – TERM REVIEW

It is proposed to review the progress under the NNBOMP made by different States/UTs in the month of October, 1997 for making mid-course corrections, if required.

19. This Administrative Sanction-cum-Guidelines for the implementation of the NNBOMP up to 31.03.2018 and the New NNBOMP w.e.f. 01.04.2018 entailing an outlay of Rs. 498.70 crore for the three year period of 2017-18 to 2019-20 is issued in exercise of the powers conferred on this Ministry and in consultation with the Integrated Finance Division of this Ministry vide their Dy. No. 80 dated 08.05.2018. **These new guidelines shall be deemed applicable with effect from 01.04.2018 for all purposes. In case of any ambiguity in interpretation of any of the provisions of these Administrative guidelines of the New National Biogas and Organic Manure Programme, the decision of the Secretary MNRE, Government of India, shall be final and binding.**

20. The physical targets for setting up Biogas Plants during the year 2018-19 under these Guidelines are given in Annexure-III-A. It is requested to kindly initiate the actions for planning and execution of the work in accordance with the provisions contained in these Guidelines-cum-Administrative Approval of the NNBOMP.

21. Receipt of this Administrative Sanction-cum-Guidelines for the implementation of the New National Biogas and Organic Manure Programme (NNBOMP) may please be acknowledged.

  
(S. R. Meena)  
Scientist 'C'  
(Biogas)


Dated 30.05.2018

### Copy to:

1. The Pay & Accounts Officer, Ministry of New & Renewable Energy New Delhi – 110003.
2. The Accountant General (Audit) – All States/UTs
3. The Principal Director of Audit (Scientific Deptt.), AGCR Building, IP Estate, New Delhi.
4. The Principal Director (Local Bodies Accounts)/ Director (Local Bodies), Office of the C&AG of India, 9 Deen Dayal Upadhaya Marg, New Delhi
5. Secretary, Ministry of Programme Implementation, Government of India, New Delhi
6. Secretary, Expenditure, Ministry of Finance, GoI North Block, New Delhi
7. Secretary, Finance/ Planning Department (All States/ UTs)
8. Secretary, Ministry of Agriculture and Farmer's Welfare, New Delhi
9. Secretary, Ministry of Drinking Water and Sanitation , CGO complex New Delhi
10. Secretary, Ministry of Rural Development, GoI, Krishi Bhavan, New Delhi
11. Secretary, Ministry of Environment, Forests and Climate Change, New Delhi
12. Secretary, Ministry of Tribal Affairs New Delhi
13. Secretary, Ministry of Corporate Affairs, New Delhi
14. CEO, NITI Aayog, Sansad Marg, New Delhi

**Copy for kind information:**

1. PS to Hon'ble Minister of Power and New and Renewable Energy(IC), New Delhi
2. Cabinet Secretariat, New Delhi
3. All Group Heads, MNRE
4. All Advisers, MNRE
5. PPS to Secretary, MNRE, New Delhi
6. PS to JS & FA, MNRE, New Delhi
7. PS to JS (ANS), MNRE, New Delhi
8. PS to Adviser Biogas MNRE New Delhi
9. Sr. Director Technical, NIC, MNRE - for uploading on MNRE's website
10. US (Fin)/ IFD, MNRE, New Delhi
11. SO Budget Division, MNRE, New Delhi
12. Individual Files of State/ UTs / PIAs for the year 2018-19
13. Sanction File/ Guard file.



(S. R. Meena)  
Scientist 'C'  
(Biogas)

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**ANNEXURE-I****Allocation of Physical Targets, State-wise and Agency-wise for setting up of family size biogas plants under NBMMP during the current year 2017-18**

Sl. No.	Name of the SNAs/SNDs/KVIC/ BDTCs	Target Numbers of biogas plants			Total Nos. of Biogas Plants
		Gen	S.C.	S.T.	
1	Andhra Pradesh (NEDCAP)	2430	1600	2000	6030
2	Arunachal Pradesh (APEDA)	50	-	50 (T-30)	100 (T-30)
3	Assam (FDA)	6200	300	2500	9000
4	Chhatisgarh (CREDA)	950	50	1000	2000 (T-50)
5	Gujarat (GAIC)	700 (T-35)	100 (T-10)	800 (T-80)	1600 (T-200)
6	Himachal Pradesh (Dr. of Agri.)	80 (T-20)	20 (T-5)	-	100 (T-25)
7	Jharkhand (JREDA)	250	50	50	350
8	Karnataka (RD&PRD)	7500 (T-1500)	250 (T-150)	250 (T-150)	8000 (T-1800)
9	Kerala (Dir. Of Agri.)	1100	50	-	1150 (T-100)
10	Kerala (ANERT, Thiruvanthapuram)	1100	50	-	1150 (T-100)
11	Madhya Pradesh (MPSAIDC)	5500	1000	2000	8500 (T-4000)
12	Maharashtra (RD&WCD)	8200 (T-5000)	450 (T-315)	550 (T-330)	9200 (T-5645)
13	Meghalaya (MNREDA)	500	-	300	800
14	Mizoram (Dir. Of AH & V)	200	-	100	300
15	Nagaland (Dir. Of NRE)	200	-	200	400
16	Odisha (OREDA)	1600	200	200	2000 (T-400)
17	Punjab (PEDA)	3000	50	-	3050 (T-100)
18	Sikkim (SREDA)	200	-	200	400
19	Telangana (TNREDCL)	1300	700	2100	4100 (T-200)
20	Tripura (TREDA)	120	50	30	200
21	Uttar Pradesh (UPNEDA)	500	200	-	700 (T-100)
22	Uttarakhand (UREDA, Dehradun)	900	100	-	1000
23	KVIC, Mumbai	2000 (NER-300) (T-400)	500 (T-200)	500 (T-200)	3000 (T-800)
24	Rajasthan (BDTC, MPUAT, Udaipur)	500	100	200	800
25	Odisha (BDTC, KIIT, Bhubaneswar)	200	100	100	400
26	Tamil Nadu (BDTC, TNAU, Coimbatore)	200	50	0	250
27	Punjab (BDTC, PAU, Ludhiana)	500	100	0	600 (T-100)
	<b>Total</b>	<b>45980</b>	<b>6070</b>	<b>13130</b>	<b>65180</b>

**ANNEXURE – II****Allocation of physical targets for training courses for 2017-18 under National Biogas and Organic Manure Programme (NBOMP) for SNDs/SNAs/KVIC:-**

Sl. No.	State/UT/Agencies	CMC/Refresher Training Courses (10 days)	Users courses (one day)	Turn-Key workers courses (15 days)	Staff courses (4 days)
1.	Andhra Pradesh	6	120	-	-
2.	Arunachal Pradesh	-	5	-	-
3.	Chhatisgarh	7	70	-	-
4.	Gujarat	1	10	-	-
5.	Kerala (Directorate of Ag.)	1	25	-	-
6.	Kerala (ANERT)	2	-	-	-
7.	Madhya Pradesh (MPSAIDC)	23	77	7	-
8.	Maharashtra	7	184	3	4
9.	Odisha (OREDA)	5	50	-	-
10.	Punjab (PEDA)	2	10	-	-
11.	KVIC, Mumbai	10	60	-	-
	<b>Total</b>	<b>64</b>	<b>611</b>	<b>10</b>	<b>4</b>



**ANNEXURE-III (A)**

**State-wise and State Nodal Department-wise including KVIC Physical Targets proposed for setting up of small biogas plants under NNBOMP during the year 2018-19**

Sl. No.	Name of the SRDD/ KVIC	Target Numbers of biogas plants			Total Nos. of Biogas Plants
		General	S.C.	S.T.	
1.	Rural Development Department Govt. of <b>Andhra Pradesh</b>	2500 (T-100)	1500 (T-30)	1000 (T-30)	5000 (T-160)
2.	Rural Development Department Govt. of <b>Arunachal Pradesh</b>	100	-	300 (T-30)	400 (T-30)
3.	Panchayat & Rural Development Department Govt. of <b>Assam</b>	5000 (T-140)	1000(T-30)	1500 (T-30)	7500 (T-200)
4.	Panchayati Raj Department Govt. of <b>Bihar</b>	3000 (T-300)	1500(T-100)	-	4500 (T-400)
5.	Panchayat & Rural Development Department Govt. of <b>Chhattisgarh</b>	2000 (T-300)	1000	1000(T-100)	4000 (T-400)
6.	Panchayati Raj Department, <b>Goa</b>	200	100	-	300
7.	Panchayat, Rural Housing and Rural Development Deptt. Govt. of <b>Gujarat</b>	1000 (T-35)	600 (T-10)	1000 (T-80)	2600 (T-125)
8.	Rural Development Department Govt. of <b>Haryana</b>	1000 (T-100)	700(T-80)	-	1700 (T-180)
9.	Rural Development & Panchayat Raj Department Govt. of <b>Himachal Pradesh</b>	500 (T-20)	200 (T-5)	200	900 (T-25)
10.	Rural Development & Panchayati Raj Govt of <b>Jammu and Kashmir</b>	500	200	200	900
11.	Rural Development Department, Govt. of <b>Jharkhand</b>	1000(T-50)	500(T-50)	1000	2500 (T-100)
12.	Panchayati Raj & Rural Development Deptt. Govt. of <b>Karnataka</b>	7000 (T-1000)	1500 (T-100)	400 (T-100)	8900 (T-1200)
13.	Rural Development Govt. of <b>Kerala</b>	2500 (T-180)	900 (T-100)	-	3400 (T-280)
14.	Panchayat & Rural Development, <b>Madhya Pradesh</b>	4000 (T-1500)	1000 (T-300)	2000 (T-300)	7000 (T-2100)
15.	Rural Development And Panchayati Raj Department, Govt. of <b>Maharashtra</b>	7000 (T-4000)	1500 (T-200)	1000 (T-200)	9500 (T-4400)
16.	Rural Development & Panchayati Raj Govt. of <b>Manipur</b>	100	-	300	400
17.	Community & Rural Development Department Govt of <b>Meghalaya</b>	100	-	400	500
18.	Rural Development Department Govt. of <b>Mizoram</b>	100	-	400	500



19.	Rural Development Deptt. Govt. of <b>Nagaland</b>	100	-	300	400
20.	Rural Development Deptt. Govt. of <b>Odisha</b>	2000 (T-100)	1500 (T-30)	1000 (T-30)	4500 (T-160)
21.	Deptt. of Rural Development & Panchayat Govt. of <b>Punjab</b>	3000 (T-800)	2000 (T-100)	-	5000 (T-900)
22.	Rural Management & Development Department Govt. of <b>Sikkim</b>	100	-	200	300
23.	Panchayat Raj and Rural Development Govt. of <b>Telangana</b>	1500 (T-200)	500	500	2500 (T-200)
24.	Rural Development Govt. of <b>Tripura</b>	100	200	200	500
25.	Deptt. of Rural Development Govt. of <b>Uttar Pradesh</b>	1500 (T-100)	2000	50	3550 (T-100)
26.	Department of Rural Development Pauri Garhwal Govt. of <b>Uttarakhand</b>	1000 (T-30)	1000 (T-20)	200	2200(T-50)
27.	Rural Development and Panchayat Raj Department, Govt. of <b>Rajasthan</b>	1200 (T-100)	1500 (T-50)	1000 (T-50)	3700 (T-200)
28.	Rural Development and Panchayat Raj Department, Govt. of <b>Tamil Nadu</b>	600 (T-50)	2000 (T-50)	500	3100 (T-100)
29.	Rural Development Department <b>Puducherry</b>	100	0	50	150
30.	Panchayat Raj and Rural Development <b>Lakshadweep</b>	100	-	200	300
31.	Department Of Panchayats & Rural Development Govt of <b>West Bengal</b>	2000 (T-200)	1000 (T-100)	1000 (T-100)	4000 (T-400)
32.	Rural Development, Panchayati Raj & Community Development <b>Daman &amp; Diu</b>	-	100	100	200
33.	Rural Development, Panchayati raj & Community Development <b>Dadar &amp; Nagar Haveli</b>	-	100	200	300
34.	Department of Rural Development & Panchayats, <b>Chandigarh Union Territory</b>	-	<b>200</b>	0	200
35.	Rural Development Deptt; Govt of NCT of <b>Delhi</b>	100	<b>500</b>	-	600
36.	Khadi and Village Industries Commission, (KVIC), <b>Mumbai</b>	4000 (NER- 500) (T-200)	2500 (T-200)	1500 (T-100)	8000 (T-500)
	<b>Total</b>	<b>55000</b>	<b>27300</b>	<b>17700</b>	<b>100000</b>

\*\*T stands for Toilet Linked Biogas Plants from 1 to 10 cubic meter size only.

The targets allocated as above may be increased or decreased based on the mid-year review of the progress.

**ANNEXURE III (B)**

**Allocation of physical targets for training courses proposed for the year 2018-19 under New National Biogas and Organic Manure Programme (NNBOMP) to Biogas Development and Training Centres (BDTCs).**

Sl. No.	Name of BDTC & (States Covered)	Type of Biogas Training Courses				
		CMC/ Refresher Training Courses (10 days)	Users courses (one day)	Turn-Key workers courses (15 days)	Staff courses (4 days)	Biogas Skill Development Course
1	2	3	4	5	6	7
1.	Indian Institute of Technology, Guwahati  <b>(All North-Eastern Region States including Sikkim and West Bengal)</b>	15	100	5	5	3
2.	Biogas Development and Training Center, Department of Agricultural Engineering, University of Agricultural Sciences, GKVK, Bangalore  <b>(Goa and Karnataka)</b>	10	150	6	7	4
3.	Biogas Development and Training Centre, Centre of Energy Studies and Research (CESR), Devi Ahilya Vishwavidyalaya, Khandwa Road, Indore  <b>(Chhattisgarh, Madhya Pradesh and Maharashtra)</b>	10	100	6	10	5
4.	BDTC Dept. of Civil Engg. Punjab Agricultural University, Ludhiana 141004  <b>(Punjab, Himachal Pradesh, Uttarakhand and Jammu &amp; Kashmir)</b>	10	100	6	6	6
5.	Biogas Development and Training Centre, College of Technology & Agricultural Engineering, Maharana	10	100	6	8	6



	Pratap University of Agriculture & Technology, Udaipur-313001 (Rajasthan)					
	<b>(Gujarat, Rajasthan and Daman &amp; Diu )</b>					
6.	Biogas Development and Training Centre, Agricultural Engineering and Research Institute, Tamilnadu Agricultural University, Coimbatore	10	150	7	7	6
	<b>(Tamil Nadu, Pondicherry, Kerala, Andaman &amp; Nicobar and Lakshadweep)</b>					
7.	Biogas Development and Training Centre, Center for Rural Development & Technology (CRDT), IIT Hauz Khas, New Delhi-	10	100	5	10	5
	<b>(Haryana, Uttar Pradesh and NCR Delhi )</b>					
8.	School of Biotechnology Kalinga Institute of Industrial Technology (KIIT), <b>Bhubaneswar</b>	10	150	5	10	6
	(Andhra Pradesh Telangana, Odisha, Bihar and Jharkhand )					
		<b>85</b>	<b>950</b>	<b>46</b>	<b>63</b>	<b>41</b>

# ANNEXURE-IV

## PROFORMA FOR SUBMISSION OF CLAIMS WITH RESPECT TO MNRE FUNDS ONLY, FOR SETTLEMENT OF ACCOUNTS UNDER NEW NATIONAL BIGOAS AND ORAGANIC MANURE PROGRAMME (NNBOMP):

1. Year of the implementation :
2. Name and address of the State Nodal Department / Agency / KVIC/PIA:
3. Annual Physical target (Category -wise) :
4. Final Physical Achievement (Actual category -wise) Nos. of plants commissioned size wise:
5. Details of the Central Finance Assistance (CFA) claims:
6. Category of Biogas Beneficiaries: General / S.C./ S.T.

Sl. No.	Particulars	Size of the Plant (in cub. Metre)	No. of Plants actually installed	Rate of CFA per plant (Rs.)	Total amount of CFA disbursed (Rs.)	Remarks, if any
<b>A.</b>	<b>Central Subsidy</b>					
1.	N.E.R. States, including Sikkim (including SC and ST Categories of NER)					
2.	Special Category States ( Jammu & Kashmir Himachal Pradesh, Uttrakhand & Andaman & Nicobar Islands ) and SCs/ STs Categories of all other states					
3.	All others States (General Category )					
<b>B.</b>	<b>Additional Subsidy for sanitary toilet linked Biogas Plants disbursed (in Rs.)</b>					
	Permissible for Biogas Plants from 1 to 10 cubic meter size only					
	Total Subsidy disbursed (in Rs.)					
	<b>Total Subsidy (A+B)</b>					

### 7. Details of claims of Turn-key Job Fee paid to TKWs / RETs/BMs etc.:

Sl. No.	Particulars of Biogas plant viz, model, type, size(s) and numbers in each size	Size(s) of biogas plants set up actually on Turn-key basis/bidding basis	Size-wise Nos. of Biogas plants commissioned	Applicable rate of TKFee per biogas plant (Rs.)	Amount disbursed (In Rupees)



(a)	Approved models of Deenbandhu Fixed dome / KVIC Floating dome type design Biogas plants involving brick masonry construction work for digester or gas holder or for both ( give the numbers of biogas plants installed size-wise)	a). 1 cu.m. b) 2-6 cu.m. c) 8-10 cu.m. d) 15 cu.m. e) 20-25 cu.m.			
(b)	Approved prefabricated biogas plants involving part brick masonry / RCC construction work either for digester or for dome. Or for both for completely prefabricated / manufactured biogas plants made of PVC / HDPE /FRP material except Bag type flexi plants made with rubberized or PVC fabric material ( indicate the Sizes of biogas plants and nos. installed) under TKJ Work/Bidding process	a). 1 cu.m. b) 2-6 cu.m. c) 8-10 cu.m. d) 15 cu.m. e) 20-25 cu.m.			
<b>Total Turn –Key Job Charges (a)+(b) (Rs.)</b>					

#### 8. Training Courses:-

Sl. No.	Type of Training Course	Target	Achievement	Venue of Training course	Periodicity (Dates from -- to--)	Nos. of Trainees trained	Nos. of plants constructed during training	Actual Expenditure incurred (Rs.)
(a)	Construction-cum-Maintenance / Refresher Course (CMC)							
(b)	Turn –Key Workers Management Training course for TKW / RET / SHG / Biogas Mitra etc.							
(c)	Users Training Course (UTC)							
(d)	Staff Training Course							
(e)	Skill Development Courses of BDTCs or other Biogas centres authorized and approved by MNRE							
	<b>TOTAL</b>							

#### 9. Details of Administrative Charges (As per physical target and actual achievements):

- (i) Physical achievements  
(With reference to CFA claims) : --- Nos. of Biogas Plants
- (ii) Total amount of Claims : Rs. -----  
(As per the range given in the Administrative Sanction-cum-Guidelines).

#### 10. Details of Publicity Expenditure:

- (i) Physical Achievements  
(With reference to CFA Claims) : ----- Nos. of Biogas Plants
- (ii) Amount of Claims : Rs.-----



(Give details of expenditure on specific items(s) as listed for publicity activities at **Para-12** of this Administrative Sanction-cum-Guidelines and support the claims by enclosing attested photocopies of the vouchers of Biogas Publicity expenditure only.)

**11. Claim for Incentive for saving fossil fuel Diesel to farmers by using biogas in 100% biogas engine/Biogas generator sets for water pumping and for other small Farm Power/electricity needs-**

Sl. No	Category of the beneficiary	Installed Actual Nos. of plants with 100% Biogas Engines/ Biogas Genset	CFA/ Subsidy Rate (Rs.)	Beneficiary's share (in Rs.)	Total eligible CFA Expenditure(in Rs.)
1.	Biogas plant size up to 10 Cu. Met) With biogas engine/ gen set capacity				
2.	Biogas plant size from 15 , 20 and 25 Cu. Met) With biogas engine/ genset capacity				
3.	Expenditure incurred in actual				
	Total eligible claim (in Rs.)				

**12. Further, this is to certify that:**

- (i) The Biogas plants for which CFA / subsidies to beneficiaries including additional subsidy for toilet linked plants and additional incentives to farmers for saving fossil fuels, diesel, kerosene, petrol and electricity and Administrative Charges, Turn – Key Job Fee, Publicity and Communication etc. which have been claimed as above , have actually been commissioned during the year from -----to -----and requisite prescribed Completion Certificate and documentations in respect of all these completed and commissioned biogas plants and machineries including 100% Biogas engine genset plants are available in the Office records of the State Nodal Department/ State Rural Development Department/District Offices/State Office and KVIC's State/Head Offices.
- (ii) -----Nos. of Biogas plants have been physically verified on 100% basis at the ground level and sample test checks have been conducted at Regional as well as Head Office level and claims sent herewith relate only to the commissioned biogas plants as reported for actual physical progress for the Financial Year \_\_\_\_\_, the details of all the commissioned plants in the prescribed proforma have been uploaded on the website of Rural Development Department/KVICs State Offices and KVIC Head Office, Mumbai.
- (iii) The CFA/Subsidy in respect of ----- plants has been disbursed to the beneficiaries concerned according to the prescribed applicable rates for the respective category of beneficiary and size of the plant, after the plant was commissioned and physically verified by an Officer authorized for this purpose. The CFA in respect of the remaining.....Nos. of biogas plants will be disbursed to the beneficiaries concerned according to the rates prescribed for the respective category of beneficiary and size of the plant after receiving the required balance funds amounting to Rs....., This is also to state that no State share has been included in these above mentioned claims.
- (iv) All the Biogas Plant have been assigned an Unique Serial Number for the year which is also the corresponding serial number in the Master Register of Biogas Plants of the same year with its specific code Numbers and photograph of the beneficiary taken at specified



stages and also with the completed and commissioned biogas plant have been kept along with the CFA disbursement records. The Geo-tagging of every biogas plant site has been done & records kept as per the guidelines of the scheme.

- (v) Beneficiary-wise details regarding the category of beneficiary, model, size and location of plant installed with date of commissioning, amount of CFA paid to beneficiary and dates of payments have been maintained and also hosted on the Website of the State Rural Development Department/ State Nodal Agency and the KVIC and the above mentioned details of the beneficiaries have been shared with the other implementing agencies including KVIC who are working in the State and it has been ensured that no case of any kind of duplicity/re-reporting of the old biogas plants installed during previous years by the MNRE's SNAs/SNDs/KVIC etc. in current year reporting is involved. This is also certified that not a single case of re-reporting of old biogas plants installed during previous years is involved in these claims.
- (vi) Out of----- biogas plants installed during the year-----,....biogas plants **have actually been completed on Turn-Key Job Fee basis and Turn – Key Job Fee for these plants have not been claimed earlier from the Central or State Government/ KVIC/ Other Agencies.**
- (vii) The concerned beneficiaries are satisfied with the construction, fabrication, installation & commissioning and working of the biogas plants and certificate to this effect have been obtained from them for record. The overall functionality status of the Biogas plants as on..... is available with the Rural Development Departments/KVIC State Office / KVIC, Head Office, Mumbai. etc.
- (viii) A written undertaking and warranty cards for 5 years free post commissioning maintenance have been given to the beneficiary concerned for free cost service, inspection, guidance and to repair defects, if occurred during the period of five years from the date of commissioning of the plants. Beneficiary's service card containing complaint cards has been also handed over to him for post installation complaints and services.
- (ix) Certified that out of -----Numbers of Biogas plants commissioned during the year.... - .....Nos. of Biogas plants are of size 1-10M3 and ..... Nos.of Biogas plants are of size 15, 20 and 25M3 have been actually installed for farmers/beneficiaries to save fossil fuel diesel, kerosene, petrol or electricity etc.
- (x) It is certified that detailed documents of accounts/vouchers have been maintained for each of the biogas plants and training course at an appropriate level for post -facto verifications and audit purposes.
- (xi) It is certified that action for rectification of the plants found to be non-functional in the inspections carried out by the BDTCs/Independent Agencies /Third Party has been carried out and that such plants have been made functional.
- (xii) It is also certified that all the terms and conditions stipulated in the Administrative Sanction-cum-Guidelines of the New National Biogas and Organic Manure Programme (NNBOMP) issued vide MNRE sanction No. 253/16/2017-Biogas dated ..... May, 2018 have been followed in all respects.

**Signatures with**

**Name & Designation of the Head of  
the State Rural Development Department/ KVIC  
with Official Seal**

**Place:**

**Date:**



**Indicative Guidelines and procedure for payment of Turn-Key Job Fee for setting up of Small Biogas Plants ( 1 to 25 Cu. Metre) under New National Biogas and Organic Manure Programme (NNBOMP).**

**(A) Eligibility**

- (i) Registered Corporate bodies/ Registered Societies registered under the Societies Registration Act and identified by the State Government's Main Programme Implementing SNDs i.e. State Rural Development Departments and KVIC and intimated in advance to MNRE, Government of India.
- (ii) Approved trained private entrepreneurs registered with the State Nodal Department, KVIC and other Programme Implementing Agencies under the National Biogas and Manure Management Programme but subject to their registration afresh by and under the State Rural Development Department and KVIC, with properly entered Agreement with the new Main Programme Implementing Agency (MPIA) of the State.
- (iii) Recognized and registered Biogas Turn Key Workers/Biogas RETs/Biogas Mitras/ Micro, Small and Medium Enterprises/Renewable Energy Service Corporation (RESCO). After having Registration afresh with the State Rural Development Departments and KVIC with properly entered agreement between the Rural Development Department and Biogas Turn Key Workers or between the KVIC and Biogas RETs as the case may be.

The above mentioned categories of entrepreneurs selected should fulfill inter-alia the following requirements before approval for undertaking Turn –key Jobs under the overall control and supervision of the main designated State Programme Implementing Agencies i.e. State Rural Development Departments and KVIC:

- (a) Received training in the construction and maintenance of biogas plants imparted by the Biogas Development and Training Centres (BDTCs) and possesses at least 5 (Five) years experience of plant construction, supervision and commissioning as well as rendering post-installation operation and maintenance services of Biogas Plants with clean track records.
- (b) Possess requisite facilities like workshop for fabrication of steel/FRP gas holders and storage space for prefabricated biogas plants, gas holders, cement, bricks, biogas stoves/burners, appliances & equipment and machinery etc.
- (c) Possess requisite financial resources and credibility and financial appraisal of the project by the Concerned Bank.
- (d) The Biogas Turn Key Workers/Biogas RET etc. should not have had any complaint of any kind in the past and not debarred or blacklisted in the past by the Programme Implementing Agency of the previous scheme National Biogas and Manure Management Programme (NBMMP).
- (e) A list of such trained and registered Biogas Turn Key Workers recognized Biogas Service Providers should be maintained by the Main programme implementing SNDs i.e. State Rural Development Department and KVIC and others involved in the programme, at the Block/Taluka level and State/ Agency Headquarters and KVIC State Office Headquarters as well as in the field Offices at the Districts and Block levels. The list of registered Biogas TKWs would be prepared with full care and there should not be any common Turn Key Worker/ RET registered for the programme implementation by the main implementing SNDs i.e. State Rural Development Departments and KVIC. The MPIAs SND/ SRDDs, KVIC and others involved in the programme will share their lists of Biogas Turn Key Workers with each other in a regular manner. The MPIAs may seek an affidavit also in this regard from the entrepreneurs / RETs / Biogas Mitras etc. that they would follow the guidelines of the NNBOMP and abide by each and every norms of the scheme and agreement entered into and in case of any violation of the guidelines of the scheme/sanction and agreement is noticed by the Main Programme Implementing



Agency/KVIC he would be liable for recovery of the whole amount involved along with penal interest.

To start with, State Governments i.e SRDDs and KVIC being Main Programme Implementing Agencies (MPIAs) may consider recognition and registration of such persons who may have already been trained in the construction and with maintenance of biogas plants in the training programme conducted by BDTCs under erstwhile National Biogas and Manure Management Programme as mentioned under (a) above or to be conducted under the New National Biogas and Organic Manure Programme (NNBOMP) after proper evaluation of their technical capabilities and resources to undertake Turn Key Jobs work service for Biogas plants.

**(B) Mode of release of Funds by MNRE, Govt. of India**

Payment of Turn-Key Job Fee at the rates prescribed in Para 7 of these guidelines for setting up of various sizes and models of quality Biogas plants and rendering quality biogas services on turn-key basis by the corporate bodies/ registered Societies/ approved, trained & registered Private entrepreneurs categories as given under eligibility at 'A' above will be released by the MNRE, Government of India, to the State Rural Development Departments & KVIC, Mumbai after satisfactory completion and commissioning of the biogas plants and on receipt of claims in the proforma at **Annexure-IV**. The funds will be released by the Government of India on receipt of the final claims all duly audited and certified by the Head of the main programme implementing agencies i.e. State Rural Development Department and KVIC Mumbai, / other approved Programme Implementing Agencies of the MNRE.

**(C) Suggested Procedure for payment to approved and registered Private Biogas Entrepreneurs**

- (a) The State Governments Rural Development Departments and KVIC /BDTCs etc. as the case may be should disburse the payment of the Turn-Key Job Fee to their approved trained and registered Biogas Turn-Key Workers / Rural Energy Technicians / Self Help Groups / Entrepreneurs etc. in three installments for biogas plants **up to 10 Cubic meter capacity as per the procedure mentioned under para 7.3.1. The total Turn –key Job fee of Rs. 2500/- per plant is to be paid in three installments.**
- (b) **First installment of Rs. 1500/-** is to be released after proper construction, completion and successful commissioning date and after issue of Completion Certificate of the biogas plant by the concerned authorities and on getting beneficiary's consent and signatures on the completion certificate.
- (c) After signing the completion certificate, the TKW/RET should enter into an another agreement with the RDDs and KVIC involving concerned beneficiary that He/She (TKW/RET) would be responsible for providing satisfactory warranty services through which he/she ensures trouble-free working of biogas plants up to the end of 5<sup>th</sup> year from the date of commissioning of the Biogas Plant.
- (d) **The second installment of Rs. 500/-** is to be paid to the respective TKW/RET at the end of third year from the date of commissioning of the biogas plant on satisfactory compliance to the free service warranty based on the physical inspection of the biogas plant at the end of 3<sup>rd</sup> year by the concerned Programme Implementing Agency, RDD and KVIC/BDTC etc. and upon beneficiary's consent in writing. The responsibility of the TKW/RET to ensure trouble free operation of the plant will remain till the end of 5<sup>th</sup> year. The beneficiary, by then, is expected to get well acquainted with the functioning, servicing and operation maintenance of the plant.
- (e) **The third installment of balance Rupees 500/-** is to be paid to the TKW/RET at the end of fifth year from the date of commissioning of the biogas plant on satisfactory



compliance to the service warranty based on the physical inspection of the biogas plant.

- (f) For biogas plants of size more than 10 Cubic meter and up to 25 Cubic meter ( Specific size 15, 20 and 25 cubic metre); the First installment of Rs. 3000/- per plant is to be released after proper construction, completion and successful commissioning of the biogas plant and on getting beneficiary's consent and issue of completion certificate as per the procedure laid down under Para 7.3.2 and the second installment of ₹ 1000/- would be paid at the end of third year and the third and final installment of Rs.500/- after verification/inspection of Biogas Plant by the Officers of SRDDs/SNDs, KVIC and upon meeting the functional/operational requirements of Biogas Plants in their optimal usage as mentioned above and in Para 7.3.2 shall be payable after five years and following the checks and documents as mentioned above for smaller plants. .
- (g) On signing the completion certificate, the TKW/RET enters into an agreement with the beneficiary that the TKW/RET is responsible for providing satisfactory warranty services which ensures trouble-free functioning of biogas plants up to the end of 5<sup>th</sup> year.
- (h) The Turn Key Job Fee for the prefabricated biogas plants would be paid as per the guidelines given under para 7.2 of these guidelines.
- (i) In case the RET/TKW defaults on the warranty before 5 years, the State Governments/ implementing Agencies SRDDs and KVIC, BDTC etc. may decide to blacklist the concerned agencies, entrepreneurs/ Turn Key Worker /RET and may forfeit the caution money/ en-cash the Bank Guaranty / Surety Bond etc. for setting the biogas plants repaired/ re-commissioned.
- (j) This provision of complaint card to report against any defaulter of the 5-year-warranty may be devised and incorporated in the Beneficiary's Service Card/ User's Complaint Card, so that the beneficiaries could lodge the complaint with the MPIAs in the event of such cases. MPIAs would also have random sampling checking of the Beneficiaries Biogas Service Cards/User Cards.**
- (k) It will be the sole responsibility of the State Government, Rural Development Departments and KVIC as the Main Programme Implementing Agency(MPIA) to ensure all the Terms and Conditions of the Turn-key Job Fee contract provisions and maintain all the record of the payment and services provided for with dates.
- (l) State Governments / Programme Implementing Agencies should also keep caution money/ surety bond/ Bank Guaranty of sufficient amounts with them as a surety for the services from their registered Turn Key Job Workers / RETs / SHGs/ Biogas Mitras to cover the five years warranty period of their providing post installation operation and maintenance services for the biogas plant installed by each of the Turn Key Worker/ RET. **In order to have better checks and balances for this scheme, they will also enter into an Contract Agreement with each of the Turn Key Job Worker / Rural Energy Technician / Self Help Group / Entrepreneur etc. engaged by them for setting up of biogas plants and which should be unambiguous to avoid unnecessary litigations subsequently.**

#### **(D) Guarantee**

The agencies/ private entrepreneurs selected and involved for undertaking Turn-key Job Scheme and receiving Turn -key Job Fee shall give a Guarantee of the satisfactory working and also giving free of cost services for inspection and guidance to repair the defects, if any, occurred during the period of five years free warranty from the date of commissioning of the biogas plant **in case of all sizes biogas plants**. In case of defaulters , the State Governments/ Programme Implementing Agencies, SRDDs and KVIC may decide to blacklist the concerned agencies, entrepreneurs/ Turn Key Worker /RET and forfeit the caution money/ encash the Bank Guaranty / Surety Bond etc. obtained while entering into the Contract Agreement for setting the biogas plants. The



recovered amount through this process is to be utilized for repair/ re-commissioning if plants become dysfunctional.

**(E) Area of Operation**

In case of registered Corporate Bodies / Registered Societies / Self Help Groups / Rural Energy Entrepreneurs, the area of operation should be clearly demarcated by the State Government Rural Development Departments & KVIC as the main Programme Implementing Agencies so that there is no chance of duplication/false reporting of installations of biogas plants. Similarly, for approved trained entrepreneurs allotment of specific areas should be considered by the main PIAs. Wide publicity may be given for these provisions and list of approved and Registered Trained Turn Key Workers / Rural Energy Technician / Entrepreneurs / SHGs registered by the State Governments RDDs and KVIC Mumbai, under the Turn Key Job Provisions of the NNBOMP Scheme, **should also be put on their respective websites and Notice Boards of field Offices at Districts and Block levels and Gram Panchayat Offices for wider information of the biogas beneficiaries.**

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**MODEL SYLLABUS FOR USERS' ONE DAY TRAINING COURSES ON BIOGAS**

**1. Objective:**

- (i) To raise awareness and publicity about the benefits of biogas plants amongst the current and prospective potential users specially women and farmers/Dairy farmers, Self Help Groups members etc.
- (ii) To impart awareness on operation and maintenance and day to day upkeep of biogas plants.

**2. Venue/ Nos. of Participants:**

Villages having biogas plants in operation condition or newly commissioned biogas plants will be selected as venue and 50-60 households of the selected village(s) will be contacted and invited for participating in the User's Course. Efforts should be made for involving all potential and exiting beneficiaries to take part in such courses.

**3. Medium of Instruction: Local Language**

**4. Duration of Users' Training: One Day**

**5. Topics to be covered:**

**a) Education Programme for awareness raising amongst women, famers/farmers produce organizations**

- Why Biogas plants should be given preference over all other cooking fuels
- How to feed and operate a biogas plant
- How to use biogas as cooking fuel and excess available biogas for other applications
- Benefits of Biogas Plants.
- Operation and Maintenance of Biogas Plants.
- Financial and Other Assistance and cost-economics of Biogas Plants of various sizes and Models.
- Preparation of application for Biogas Plants and loan applications.
- Field visits and practical demonstrations on how to connect biogas pipe line to biogas burner/Biogas engines for operating Biogas Water Pump Sets/ Biogas Electricity Generators.
- Training on how to save other cooking fuels including LPG, diesel and electricity by using Biogas for respective end use applications.

**b) Users' Course on Operation of biogas plants**

- How to collect cattle dung free from sand, stone, gravel etc.?
- How to prepare dung slurry and how and when the slurry should be fed into a biogas plant?
- How to light burner and biogas lamp?
- The method of cooking of chapattis on biogas (direct blowing of chapattis should be demonstrated).
- Type and size of utensils to be used.
- Method for increasing gas production during the winter months.
- How to make best use of biogas plant digested slurry as organic manure and How to make it more in quantity and value added as an Organic Manure for increasing crop yield and maintain soil health.
- How to store the biogas plant digested slurry if wet slurry is being not used directly for manuring of crops?



- How to keep a biogas plant and plant site neat and clean?
- How to use a biogas plant if it is connected with sanitary toilet also?
- When a biogas burner has been left open and the gas has leaked out in the kitchen, what precautions should be taken?

**c) Maintenance of Biogas Plants**

- How to use the Beneficiaries Biogas Service Card/Biogas Complaint Card when the plant is not giving satisfactory biogas generation.
- From where to get spare parts of biogas plant for post commissioning needs
- How to clean/ wash burner and lamp periodically?
- How to clean biogas holder?
- How to remove water condensation from the Gas Pipe Line?
- Checking of gate valve, Joints in pipeline, pressure tube, gas cook, etc.
- How to lay and maintain the sagging of gas pipeline from the Biogas Plant to Biogas end use point

**6. Financial Provisions for Users's Training Course**

**Estimated Cost for Users' Training Course**

Sl. No.	Item of expenditure	Estimated Proposed Cost (in Rs.)
1.	Tea/ snack	900
2.	POL	800
3.	Honorarium @Rs. 300 per Lecture to expert faculty	800
4.	Contingency (Shamiana, Audio and Visual Aids, chairs, banners, Miscellaneous items etc.	1500
5.	<b>Total (Rs.)</b>	<b>4,000</b>

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## NEW NATIONAL BIOGAS AND ORGANIC MANURE PROGRAMME (NNBOMP)

**Staff Training Course (for State Government RDDs, KVIC / Bank Officers / Field Officers / Field Functionaries etc.)**

**1. Purpose**

To give exposure to Officials of Rural Development Departments and KVIC and other stakeholders such as Supervisors / Functionaries of Panchayati Raj Institutions / Bank Officials & Staff to various aspects of biogas technology and to familiarize them with the importance of Biogas Technology and biogas as a fuel for many applications and present status of biogas programme, inter-alia details about how Biogas Plants are constructed and operated.

**2. Participants**

**The course is intended for field supervisory functionaries involved in the implementation of biogas extension programme. Persons of following categories may be selected / nominated for such training courses-**

- (i) Block and District level Supervisory Functionaries involved in the promotion and execution of New National Biogas and Organic Manure Programme (NNBOMP). These functionaries include Block Development Officers, Agriculture Development Officers, Agriculture Extension Officers, Assistant Engineers, Junior Engineers, Assistant Agricultural Engineers, Agricultural Inspectors / Assistant Directors and Development Officers of Khadi and Village Industries Commission and Khadi and Village Industries Board, Field Supervisors and Staff of Agro Industries Corporation Ltd., Dairy Development Board / Corporations, Entrepreneurs of Agro-services Centres, Field Supervisory Staff of recognized Voluntary Organizations / Self Help Groups / Registered Societies. Women-functionaries of all above mentioned organizations should be also nominated.
- (ii) Instructors / Teachers from ITIs, selected Farmers Training Centres / Extension Centres / Gram Sevaks Training Centres etc. Such Training Centres should be selected as the venue for organization of subsequent Training Courses for local masons in the construction of biogas plants.

<b>3. Medium of Instruction</b>	Hindi/ English / Regional Language
<b>4. Duration</b>	Four Days
<b>5. Numbers of Participants</b>	10
<b>6. Syllabus / Curriculum</b>	
<b>Day SUBJECT</b>	
<b>1<sup>st</sup></b>	Introduction to the Biogas Technology & Introduction to National Biogas and Organic Manure Programme (NBOMP)
<b>2<sup>nd</sup></b>	(i) Design of different approved models of biogas plants, capacity determination, selection of building materials and accessories. Type of different approved models of Biogas plants based on material and accessories, appliances etc. (ii) Motivation / selection of biogas models and selection of biogas potential beneficiaries, Socio-Economic Aspects, Environmental Aspects of having biogas plants installed in houses (iii) Rates of Financial Assistance / disbursement of subsidy /utilization of funds,



	<p>maintenance of Accounts</p> <p>(iv) Institutional support for implementation of the NNBOMP Programme</p>
3rd	<p>(i) Construction methodologies for biogas models popular in the region.</p> <p>(ii) Details of biogas stoves / burners / appliances and spares for O &amp;M of biogas plant</p> <p>(iii) Identification of faults and their rectifications.</p> <p>(iv) Connecting a cattle dung based biogas plant with sanitary toilet and its operation</p> <p>Installation and Commissioning of prefabricated approved Biogas Plants</p>
4th	<p><b>Field / Site Visit to:</b></p> <p>(i) Operational Biogas Plants,</p> <p>(ii) Biogas plants under construction,</p> <p>(iii) Biogas plants under commissioning for biogas generation,</p> <p>(iv) Connection of biogas plant to biogas burner for use of Gas by the new user,</p> <p>(v) Handling and application of biogas plant effluent</p> <p>(vi) Operation and Maintenance of biogas plant</p> <p>(vii) Valedictory and concluding</p>

**7. Financial Provisions for Training Course for Government Functionaries / Field Officers**

8.

S N	Item of Expenditure	Estimated Cost (in Rs.)
1.	Transportation Charges	3,000
2.	Technical books, literature, blue prints etc.	2,000
3.	Tea/lunch @Rs.80/- per head per day	3,000
4.	Contingency and honorarium to guest speakers @ Rs. 300/-	2,000
<b>TOTAL</b>		<b>10,000</b>

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**NEW NATIONAL BIOGAS AND ORGANIC MANURE PROGRAMME****Fact Sheet on****10 DAYS CONSTRUCTION-CUM-MAINTENANCE COURSE (CMC) / REFRESHER COURSE****1. Purpose**

To create a cadre of biogas masons and technicians skilled in the construction, installation commissioning and maintenance of approved models of biogas plants i.e. Deenbandhu fixed dome model, KVIC floating metal Gas holder with brick masonry digester models, digester made of ferro-cement, gas holder model of FRP and Pragati models as approved models by MNRE. Also imparting training for new and innovative models of plants as and when approved by MNRE for inclusion in the NNBOMP.

**2. Selection of Trainees**

Construction-cum-maintenance training course are intended for professional masons having experience of working independently on civil construction works and fabricators/technicians having the facilities of workshop, welding lit, etc. The trainees should have knowledge to understand construction and fabrication, methodology of approved design and specifications of Biogas Plants.

**3. Number of Participants : At least ten trainees can be recruited for each course****4. Medium of Instruction : Hindi or Regional Language****5. Duration of Training : 10 Days****6. Syllabus**

The training is of practical in nature. However, a few classroom lectures should be arranged completely tied up with the construction of approved Biogas plants in the field. The suggested curriculum and schedule is given below:-

**6.1 Theory**

- i. Importance & benefits of biogas programme.
- ii. Appropriate site selection for installation of BGP and Pre-requisite for setting up of a biogas plant such as availability of cattle dung and verify for water need and end usage of biogas.
- iii. Description of different approved models of biogas plants,
- iv. Selection of beneficiaries and selection of site.
- v. Material requirements for biogas plants of different capacities/models.
- vi. Quality of construction materials.
- vii. Construction methodologies for various approved models and designs of plants.
- viii. Plumbing aids and fitting of pipeline, water removal device, gas appliances.
- ix. Installation of system for testing for gas and water leakages.
- x. Commissioning and operational procedure
- xi. The importance of required quantity and quality of materials for construction, commissioning of Biogas Plants.

**6.2 Practical**

A minimum of two biogas plant needs to be constructed and installed during the training course by the trainees under the full supervision and guidance of experts from the BDTCs. Emphasis should be mainly on proper practical training and not on construction of a large number of biogas plants to achieve targets. The practical training may be also arranged



wherever possible for standard MNRE approved prefabricated design biogas plants.

**Work may be organized as follows:**

Approximate value of days	Field work
1	• selection of site
	• marking of layout
	• Digging of pit
1	• Laying of foundation
4	• Digester construction
	• Construction of outlet chamber in Deenbandhu Model
	• Fixation of guide frame in case of floating drum KVIC or Pragati model
2	• Plastering
5	• Curing of civil work
	• Laying of gas distribution pipeline, fixing accessories etc.
2	• Slurry making filling of digester
1	• Testing for gas leakages

## 7. Financial Provisions

Estimated cost per course is as under:-

Sl. No.	Item of Expenditure	Estimated cost
1.	Stipend up to a maximum of Rs. 450/- trainees/day or 10 trainees for a maximum period of 10 days (pro-rata basis) to meet boarding and lodging expenditure	45,000
2.	To and fro transport charges to 10 trainees as per actual but no exceeding of Rs. 300/- per trainee on pro-rata basis.	3000
3.	Contingency for transportation/POL, Stationery, books, honorarium to guest speakers etc.	2000
	<b>Total</b>	<b>50,000/-</b>

## 8. PLANNING

8.1 The State/Agency should fix location, tentative date for organizing course in the beginning of the year as per the target allocated to them.

8.2 The faculty for training should include a master mason trained in one of the Regional Biogas Development & Training Centre and who have constructed plants no less than ten.

8.3 The Nodal Officer at Block level should ensure the quality of training for the purpose of monitoring the district nodal officer should ensure participation in the course. The State level officials should also visit at least 10% of the course organized.

8.4 Preference should be given for organizing course in such areas where less number of persons have been trained so far and also construction of biogas plants has yet to pick up.

8.5 At the closing of the course a test has to be conducted for ensuring the skill of trainees. Certificates may be issued to qualified trainees and a notification should be issued containing there in their names & address.

8.6 **A user training course should be also organized, the day following the closing of course**

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**NEW NATIONAL BIOGAS AND ORGANIC MANURE PROGRAMME Fact  
Sheet on  
Turn-key Workers Training (TKWT)**

**Objective:**

To create a cadre of Biogas Turn-Key Workers / Biogas entrepreneurs in rural areas for setting up of biogas plants on Turn-Key basis and providing post-installation servicing of plants as a self-employed vocations.

**Participants:**

The programme is meant for unemployed rural youths having inclination to take up biogas as a self-vocation. He/She may be functionary in voluntary organization. A minimum educational qualification may be kept as **12<sup>th</sup> Standard pass or 10<sup>th</sup> pass with ITI certificate**. If they have already some relevant experience certificate in biogas work, they should also be given chance.

Numbers of participants	10 (Ten)
Medium of instruction	Hindi/ English/ Regional language [depending upon the facility available at the Biogas Development and Training Centre (BDTC)]
Duration of training	15 Days
Venue	Biogas Development & Training Centre

**Syllabus:**

The programme should cover the following:-

**A. Technical Aspects:**

- i. Importance and benefits of biogas programme
- ii. Economic viability of biogas plants
- iii. An over-view of Indian Biogas Programme, present level of achievement and estimated potential for future exploitation.
- iv. Technological advances in biogas technology and barriers removal.

**B. Management aspects:**

- i. **Marketing Management:** Technique of motivation, project formulation, filling up and process of applications for arrangements of subsidy.
- ii. **Personal Management:** Training of masons, placement of masons in different village to be covered, identification of plumber and his training liaison with beneficiary, masons and plumbers, supervision of the persons engaged in plants construction
- iii. **Material Management:** Types of the material required for biogas plant construction, testing of quality of material, procurement of the materials.

#### **Annexure-IX A (continued)**

- iv. **Financial Management:** Estimation of Unit cost of biogas plants arrangement of bank loans and subsidy special motivation support from social organizations, principle of accounting.
- v. **Office Management:** Record keeping of individual beneficiaries and other records on financial and physical programmes, methods of maintaining the accounts, payment made to the beneficiary and masons etc.
- vi. **Break-down Management:** Feed-back, monitoring and evaluation of plants repair and maintenance of sick plant.

#### **C. Project Reports:**

A project for turn-key operation for their respective areas may be prepared by the trainees during the duration of the training.

#### **D. Field Visit:**

Field visits should be organized to banks, to villages having large number of Biogas plants and interactions with the Biogas plant beneficiaries.

#### **E. Financial Provision Turn-key Workers Training Course**

**Estimated cost per course is as under:-**

<b>Sl. No.</b>	<b>Item of Expenditure</b>	<b>Estimated cost (in Rs.)</b>
1.	Stipend up to a maximum of Rs.300/- trainees/day or 10 trainees	45,000/-
2.	To and fro fare charges/ cost up to a maximum of Rs.700/- per trainee, subject to actual.	7,000/-
3.	Contingency, POL for field visit, honorarium to guest speakers @ Rs.300/- per lecture, project reports, books, stationery, blue prints, technical literature, manuals, etc.	23,000/-
<b>Total</b>		<b>75,000/-</b>

#### **F. Suggested Planning:**

- a. The programme high lights should be widely circulated.
- b. Nomination may be asked from State Nodal Departments/Agencies, Voluntary Organizations in advance.
- c. The faculty for training should include technical and management experts.



**NEW NATIONAL BIOGAS AND ORGANIC MANURE PROGRAMME****Biogas Skill Development Training Programme(BSDTP)**

**Objective:** The core objective of the **Biogas Skill Development Training Programme** Training is to empower the individuals, by enabling them to realize their full potential through a process of Skill Development and Entrepreneurship for the purpose of developing competencies/skills in the domain of Biogas Technology sector of Renewable Energy.

1. Make quality vocational training for Biogas sector aspiration for productivity linked to skilled workforce to supplement Skill India Mission. Focus on an outcome-based approach towards quality skilling that on one hand it results in increased biogas production and development and dissemination of Biogas as Renewable Energy source for individuals/societies/communities and on the other increase the capacity and quality of biogas based training infrastructures and trainers to ensure easy access to the potential targeted potential beneficiaries and stakeholders.
2. Promote national standards in the biogas skilling space through active involvement of the Biogas Development and Training Centres/ Institutions and industry in setting occupational standards, helping develop curriculum, providing apprenticeship opportunities, participating in assessments, and create opportunities for gainful employment/ Self Employment to skilled workforce.

**Biogas Skill and entrepreneurship development course will cover:**

- a) Educate and equip potential and skilful entrepreneurs for BIOGAS across India. The existing 8 Biogas Development and Training Centres would get their affiliations and empanelment as Skill development Centres for Biogas with the Skill Council for Green Jobs under the Ministry of Skill Development & Entrepreneurs , GoI, for the development of standards qualification pack for Biogas Plants and Biogas Plant produced slurry for Level 4/5. This curriculum will be delivered at no cost or as per the guidelines of SCGI.
- b) **Promoting Biogas Entrepreneurship amongst Women and Farmers Producers Group:** Focus will also be placed on encouraging women entrepreneurs and Farmers Groups through appropriate incentives for women owned **Biogas** businesses. Priority will be given for mentorship, support system for women entrepreneurs and farmers/farmers recognized groups in existing **Biogas** Development and Training Centres. This would held in developing Entrepreneurship specially supporting Biogas Sector.

c)

Numbers of participants	Twenty five per course
Medium of instruction	Hindi/ English/ Regional language
Duration of training	10 Days
Venue	Biogas Development & Training Centre of MNRE as empanelled for by SCGI

**Annexure-IX B (continued)**

**Financial Provision for Biogas Skill Development Training Programme**

**Estimated cost per course is as under:-**

Sl. No.	Item of Expenditure	Estimated cost (in Rs.)
1.	Stipend up to a maximum of Rs.250/- Per trainee/day for 25 trainees	62,500/-
3.	Contingency, POL for field visit, honorarium to guest speakers @ Rs.300/- per lecture, project reports, books, stationery, blue prints, technical literature, manuals, etc.	12,500/-
<b>Total</b>		<b>75,000/-</b>

The course curriculum and inter-component expenditure may be adjusted finally in line with the Surya Mitra Scheme of MNRE including total numbers of training hours to 200 hours and limiting the expenditure per course to a maximum of Rs.75,000/- per course.



**New National Biogas and Organic Manure Programme (NNBOMP)**  
**Monthly Progress Report of setting up Biogas Plants for the year 2018-19**

- a) Name of State/UT Programme Implementing Department/Agency : ;
- b) Progress Report for the Month of----- 2018 : ;
- c) Model, Size and type of Biogas plants installed/set up : Yes/No.
- d) Whether District Level Coordination Committee Meeting held : Yes/No.
- e) Meeting of BDTC Programme Advisory Review Committee held : ;

Items of Physical Progress	Total Annual Targets	Nos. of Biogas plants commissioned up to the current month of report.					Cumulative total up to the current month of report	Nos. of plants under Construction Stage			Total nos. of plants under construction during the month of report	Unit size of the plants as per approved cap. (Size in Rs.)	Total nos. of training targets allocated including those of BDTCs	Achievement of training courses out of the total Annual targets including those of BDTC	
		Up to previous month		General	SC	ST		General category	SC category	ST category					
		3	4												5
1	2						(3+4+5+6)								
(A) Family type plants	(X): (Y): (Z): Nos.:						(X): (Y): (Z): Nos.:								
(i) Total nos. of plant & total size (Cubic. Metre.)	Nos.:						Nos.:								
(B) Nos. of cattle dung based plants connected with sanitary toilets, out of the total of (A) above															
(C) Cumulative total Nos. of villages covered under the Scheme so far															
Total (A+B)															

X – General Category annual target, Y - SC Category annual target, Z - ST Category annual target

# ANNEXURE – XI

## NEW NATIONAL BIOGAS AND ORGANIC MANURE PROGRAMME (NNBOMP) Quarterly Progress Report for the \_\_\_\_\_ Quarter of the year \_\_\_\_\_

1. Name of State/UT/Agency : \_\_\_\_\_  
2. Report for the quarter ending : \_\_\_\_\_

3	Physical Progress	Annual Target	No. of plants completed					No. of Biogas plants	
			Up to previous quarter	During current quarter	Cumulative (up to current quarter)	SC	ST	Commissioned for Gas Generation	Plants to be commissioned
3.1	Family type/Small plants								
	Name of District: i)								
3.2	Sanitary toilet linked cattle dung plants out of 3.1 above								
	<b>Total</b>								
3.3	Number of plants set up for saving of fossil fuel					During previous quarter	Cumulative (up to current quarter)		Total plants to be set up
	Name of districts								
4	Inspection reports of plants as reported & completed upto this quarterly progress report	No. of total biogas plants installed up to the end of the quarter *date of inspection	No. of plants actually inspected	No. of completed & functional plant	No. of plants not found in working /functional condition	No. of dismantled plants	No. of non-traceable plants		Remarks (action taken for repair) making plant functional
4.1	Name of village/ block/ district								
i)									
5	Training course	Annual target (no. of courses)	No. of trainees trained (up to previous quarter)		Nos. of trainees trained in this quarter		Cumulative numbers trained		



5.1	Users training course								
5.2	Staff course								
5.3	Construction-cum-Maintenance/ Refresher/ Trainers/								
5.4	Turnkey Workers & Mgt course for TKWs/RE Ts/SHGs/								
5.4.1	Biogas Skill Dev. Course by BDTCs								
6	State/ District Level Co-ordination Committee	No. of meetings held with date				Important decisions: i. ii.			

## New National Biogas and Organic Manure Programme (NNBOMP)

Village, District and Year-wise and beneficiary-wise detail of beneficiaries of the family type/ Small biogas plants to be displayed on the websites of the respective SND, SRDDs and KVIC and other concerned organizations and for putting on Notice Boards of concerned Village Panchayat/Gram Panchayat.

1. Name of State/UT : \_\_\_\_\_
2. Name of the SND/ KVIC of the State : \_\_\_\_\_
3. Block/Taluka : \_\_\_\_\_
4. District : \_\_\_\_\_
5. **Report on website for the year** : \_\_\_\_\_
6. **Total nos. Biogas Plants reported as complete in all respect** : \_\_\_\_\_
7. **Date of putting the list on web-site** : \_\_\_\_\_
8. Particulars of the beneficiaries viz:

Sl. No.	Name / Father's name / Husband's name of beneficiary	Full address (village, block, district and state and contact number of beneficiary)	Categorization of the beneficiary, General/SC/ST/Other	Nos. of family members	Nos. of cattle owned	Size and Model of biogas plant and unique identification mark/code number of the biogas plant	Date of commissioning of biogas plant	Amount of subsidy paid (in Rs.)		Date and amount of subsidy disbursed through DBT and Aadhar number and bank account number last 4 digit	Whether plants installed on Turn Key basis. if yes, name and address of registered Turn Key Agency/ Worker/ RET mobile number	Name of the work supervising Officials of the SND/ SNA/ KVIC who also verified the completion of biogas plant for signing the Completion Certificate	Whether ISI marked biogas stove provided. Yes/No	Photograph of the real beneficiary with the commissioned biogas plant (three photos of three different stages of construction & commissioning to be kept in the record along with Geo-tagging of Biogas Plant
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	15.



**ANNEXURE - XIII****BIOGAS DEVELOPEMNT & TRAINING CENTER (BDTCs)**

S.No	Locations	Name of Institution	States Covered
1.	Guwahati	Programme Coordinator & Head, Department of Mechanical Engineering, Indian Institute of Technology, Guwahati, North Guwahati, Guwahati- 781039 Ph: 0361-258-2651/2662 (O), Fax: 0361- 2690762 Mob:- 09435734561 E-mail: <a href="mailto:pinak@iitg.ernet.in">pinak@iitg.ernet.in</a>	All North-Eastern Region States including Sikkim and West Bengal
2.	Bangalore	Programme Coordinator, Biogas Development and Training Center, Department of Agricultural Engineering, University of Agricultural Sciences, GKVK, Bangalore- 560065 Ph: 080- 23330153/335, 080- 23640206 ® M-9901069131 E-mail: <a href="mailto:vkgouda@rediffmail.com">vkgouda@rediffmail.com</a> 2.Mr. B.K.Anand Rao HOD.	Goa and Karnataka
3.	Indore	Director, Biogas Development and Training Centre, Centre of Energy Studies and Research (CESR), Devi Ahilya Vishwavidyalaya, Khandwa Road, Indore- 452017. Ph: 0731- 2460309, Fax: 0731- 2467378/2462366 ® 0731- 2446803 Mob: 09424009418 Email: <a href="mailto:spsanjali@yahoo.co.in">spsanjali@yahoo.co.in</a>	Chhattisgarh, Madhya Pradesh and Maharashtra
4.	Ludhiana	Programme Coordinator Research Engg & Incharge BDTC Dept. of Civil Engg. Punjab Agricultural University, Ludhiana141004, Punjab Ph: 9872084513 (M), 09501034513 (M), 0161- 2401655(F) <a href="mailto:sssooch@rediffmail.com">sssooch@rediffmail.com</a>	Punjab, Himachal Pradesh, Uttrakhand and Jammu & Kashmir

5.	<b>Udaipur</b>	<p>Head, Deptt. of Renewable Energy Engineering Coordinator, Biogas Development and Training Centre, College of Technology &amp; Agricultural Engineering, Maharana Pratap University of Agriculture &amp; Technology, Udaipur-313001 (Rajasthan) Ph: 0294-2471068 (O), 0294-2414021(R)</p> <p>Email: <a href="mailto:sudhirjain@rediffmail.com">sudhirjain@rediffmail.com</a> Web.: <a href="http://www.ctae.ac.in">www.ctae.ac.in</a></p>	Gujarat, Rajasthan and Daman & Diu
6.	<b>Coimbatore, Tamil Nadu</b>	<p>Coordinator, Biogas Development and Training Centre, Agricultural Engineering and Research Institute, Tamilnadu Agricultural University, Coimbatore-641003. Ph: 0422- 6611526, 527, 545 Fax: 0422- 6611454 Email., <a href="mailto:bioenergy@tnau.ac.in">bioenergy@tnau.ac.in</a>, <a href="mailto:kamarajs@hotmail.com">kamarajs@hotmail.com</a> Mob.: 9442961793</p>	Tamil Nadu, Pondicherry, Kerala, Andaman & Nicobar and Lakshadweep
7.	<b>Delhi</b>	<p>Programme Coordinator, Biogas Development and Training Centre, Center for Rural Development &amp; Technology (CRDT), IIT Hauz Khas, New Delhi-110016 M- 9871366611 Ph: 011- 26596351, 26596311, Fax: 011- 26591121, 26596351 Email: <a href="mailto:vkvijay@rdat.iitd.ernet.in">vkvijay@rdat.iitd.ernet.in</a> <a href="mailto:bdteiitd@gmail.com">bdteiitd@gmail.com</a></p>	Haryana, Uttar Pradesh and NCR Delhi
8.	<b>Odisha</b>	<p>Programme Coordinator Associate Professor (PI-BDTC), School of Biotechnology, Kalinga Institute of Industrial Technology (KiiT), <b>Bhubaneswar 751024. Odisha,</b> Email: <a href="mailto:smishra@kiitbiotech.ac.in">smishra@kiitbiotech.ac.in</a>, <a href="mailto:snehasish.mishra@gmail.com">snehasish.mishra@gmail.com</a> Mob.: 9437110305, 9438669414 Fax No. 0674-2725732</p>	Andhra Pradesh, Odisha, Bihar and Jharkhand



**COMPLETION CERTIFICATE OF BIOGAS PLANT UNDER THE NNBOMP**

(Fill in Block Letters)

This is to certify that the NNBOMP Implementing State Nodal Department i.e. State Rural Development Department/ KVIC/ BDTC (as applicable) has set up a Biogas Plant of ..... cubic metre capacity (Cu. M. /day) bearing the Unique Code No.....and entered in the Master Register at Entry Serial No.....of the FY..... with sanitary toilet attached/not attached .....and.....manure.....pits..... has been commissioned in all respect at & for the Biogas Beneficiary Name Shri/Smt..... Panchayat.....Ward No..... House No.....Village..... Post.....Block.....Taluk.....District..... State..... which has been constructed under the supervision of (Name of the Officer..... and designation of the Officer.....) and the plant has been commissioned to the full satisfaction of the above mentioned beneficiary.

We all undersigned certify that the biogas plant is working satisfactorily from the date..... and the CFA/Grant/loan for this plant was received in the year 20..... through .....(full name and address of the RD Deptt/KVIC/ Bank/Agency). The Biogas Plants constructed is of Fixed Dome/Floating Gas holder/Bag Type Flexi Model of the approved models of MNRE named as ..... Model. The subsidy amount claimed for the biogas plant is Rs..... being paid to the actual beneficiary upon acceptance of this C.C. by the Higher Authorities of the Main Programme Implementing Deptt./KVIC or BDTC following the DBT route

Date of Commissioning of Biogas Plant:

Date of issuing completion certificate of Plant:

Signature/TI of the  
Actual biogas Plant Owner

Signature of the  
PIA/TKW/RET/ BM

Signature of the concerned  
Officer of the SND/KVIC/PIA/  
BDTC etc authorized to sign  
the C.C. With official seal

Signature of Two witnesses  
1) (Neighbor of the beneficiary)

Counter Signature with Official seal of the  
Higher Level Officer of the Rural Development  
Deptt./KVIC/BDTC etc as applicable

2) (Gram Panchayat member/Sarpanch)

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**National Dairy Development Board**

**Anand 388001, Gujarat**

**Ph. No. 02692-260148, 260149 | Fax : 02692-260157 | Website : [www.nddb.coop](http://www.nddb.coop)**

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