



DIRECTOR OF AGRICULTURE AND FOOD PRODUCTION, ODISHA

GUIDELINE FOR DEVELOPMENT OF INFRASTRUCTURE FOR POST HARVEST MANAGEMENT (PULSES, OILSEEDS AND MILLETS) UNDER STATE PLAN

(Work to be executed through DA&FP (O))

2013-15

These guidelines shall be effective from 01.06.2013.

Infrastructure to be covered

1. Post Harvest Management centre for processing and marketing for minor millets, pulses and oilseeds

- **Any other Infrastructure to be included must be approved by SLMC for implementation (*are not included in the above guideline*).**

Details of the Infrastructure.

The design of the sheds and machines to be installed, price / indicative price of different structures / machineries have to be communicated to the field functionaries from time to time. The pattern of assistance will be as per the State Plan with PPP mode of management. The detail design, price and specification can be obtained from Odisha Govt. website, **www.orissa.gov**

OPERATIONAL GUIDELINE

The procedure for implementation and procurement of above mentioned infrastructures / machineries concerning the schemes of State Plan will be made as per the guide line detailed below.

- A. Advertisement
- B. Land allotment, Site Map and Layout
- C. Design, Estimate of structures
- D. PIA application, selection and registration
- E. Enlisting of the beneficiary of the project and buyer listing
- F. Financial allocation for the project
- G. Implementation schedule of the project
- H. PPP mode Management of the project
- I. Marketing linkages

- J. Impact Assessment
- K. User Fee
- L. Penal Clauses

A. Advertisement

The agricultural infrastructure for Hat, PHM and AIE for a location on different crops (pulses, oilseeds , Minor millets) will be advertised in popular daily news paper (English and Oriya). The details of procedures will be made available from the DA&FP (O) official web site. The interested project Implementing Agency (PIA) has to apply on prescribe format to enter into agreement to build and operate the structures as per government of Odisha laid guidelines.

B. Land allotment, Site Map and Layout

Agriculture Department, Government of Odisha will allot the land for construction of these structures. The operational model has to be drafted by the PIA and present it before the Director of Agriculture for land allotment. The business plan and the layout model map of the Hat, PHM center of AIE has to be presented for moderation or comments.

C. Design, Estimate of the Project

The civil design, estimate will be made as per the OPWD schedule of rate and analysis of rate. This has to be verified by the competent authority of the department / line departments. The structure and concepts must be as per the envisaged objectives.

D. PIA Application, Selection and Registration

As a preliminary step, PIA for the 30 districts / 97 DAO circles are required to register themselves at http://as1.ori.nic.in/agrisnetodisha_for_2013-15. Besides filling the scheduled registration form available on the PIA registration link of the Hat, PHM, AIE at home page, they have to furnish documents like up to date VAT clearance, IT clearance, audited balance sheet for last three years and the authorization certificate of the company / society registration certificate (ROC) to take up agricultural business. The above two documents would be verified by the DDAs of the 30 districts and after confirmation their mobile numbers would be registered and they can log in to the system with their user ID and password. In case of AIE the Director Agriculture will scrutinize the application form. In case of a particular PIA having outfit for all the 30 districts of Orissa to operate Hat and PHM, the required papers are to be checked and confirmed by the Engineering cell of the Directorate. A tri party verification system for the document using the banker, DDAs and Engineering Cell of the directorate of Agriculture will be adopted for minimization of error in data, physical / financial facts. The validity of this registration will be as per the state government laid legal clauses / rules.

Enlisting of the Beneficiary of the Project and Buyer listing

The database on NIC will be maintained for beneficiary covered under this scheme. PIA has to develop the database using any suitable agricultural related ID card (Kisan Credit Card / Adhar Card etc.) The production plot and the crop with variety have to be listed in the database for addressing traceability issues. The value addition and the marketing links are to be entered in the same database for developing marketing models. The tele marketing link can be used for the purpose.

Submission of application form by beneficiary

Every farmer irrespective of his or her land holdings / crops to be grown shall apply in the local DAO circle in the prescribed application Form (sample is given in website). The application will be received in the office at any working day and an acknowledgement will be provided to the farmer reflecting his serial number for that particular activities / assistance he requires from the PIA. Farmer will submit the ID proof, Bank Pass Book number along with the application form.

The application can be down loaded from <http://as1.ori.nic.in/agrisnetodisha>

Role of DAO

DAO will log in through their User ID and Password and fill up the blank fields in the application form on line as per the serial number.

The system in turn will generate the statement on global demand / local demand of the crops and value addition centers he / she can contact for its marketing. The quality requirement of the crops for marketing will also be generated and made available as per the buyers requirement. The demand over time (quality, quantity, cost) can also communicate to the beneficiary. The above reports would be generated on every cropping season (Kharif / Rabi). The farmer / beneficiary has to agree to the production by confirming to the facts he / she is applying for, so that all assistances available can be communicated to the beneficiary over SMS from time to time on production, processing and marketing. This facility will be valid for one cropping season only and expire with time. On field verification by the JAOs / other line departmental officers of the area, if it is found false, the facilities supplied to the farmers will be canceled depending upon first hand report from the empowered inspectors as notified by the Department of Agriculture. There would be no revalidation of any permit. The farmer with a lapsed permit will have to apply again for a permit in the next cropping season.

E. Financial Allocation for the Project

The financial allocation will be made as per the state plan time frame and availability of the funds. The expenditure and UC submission are to be submitted in due time. The OGFR rules will be guiding the approval, expenditure, UC submission.

The credit link mechanism for crop production, processing and marketing must be well defined and developed by the PIA for activities related to this project and implemented. Timely report on the financial figures related to this project to be submitted to the directorate for record and subsequent use.

F. Implementation Schedule of the Project

Implementation of this project has to be completed in time schedule. The manpower planning for construction, financial planning and the production / marketing planning has to be spelled out by the PIA. It has to be examined by the DAC as well as the Engineering Cell of DA&FP (O). The planning must be made to minimize price escalation. PIA has to ensure the use of the infrastructure to the fullest extent and produce the timely report through NIC (<http://as1.ori.nic.in/agrisnetodisha>).

After registration of the PIA, the NIC will send SMS and E-mail to the concerned PIA as well as the registered DAO/ AAE for that Hat / PHM /AIE structure in the respective DAO circle. The PIA would contact the prospective AAE /DAO as per the SMS and help in completion of the infrastructure. After the completion of the project construction, PIAs will log in through their User ID and Password and fill up the sample format on production, processing and marketing of oilseeds, pulses and minor millets for the cropping season.

Quality Inspection/Role of the Inspector

After filling up the project details by the PIA, the system at NIC will send the SMS and E-Mail to the concerned AAE (Inspector) for verification. At first, AAE will check the Project records with respect to approved record by competent authority. If the verification is in conformity with reference to the details in the SMS and E-mail, then the AAE will check measure the structure and click the "OK" button. For "not OK" cases, the reasons must be specified. A sample verification form will be filled in by the inspector. After verification AAE will up load the photo of the infrastructure himself along with the PIA. The verification should be conducted within 15 days after receipt of the SMS and E-mail by the AAE of the area or the empowered inspecting officer.

PIA / DAO / AAE have a big role for optimum utilization as well as performance of the infrastructure. They will advise the farmer regarding best use of the infrastructure. For popularization of HAT, PHM, AIE, the above team of persons will brief the farmer regarding the use; cost benefit etc.

G. PPP mode Management of the Project

The PIA has ensured that the project does not violate any PPP clause notified by the government. ATMA / empowered officers of suitable department of DA&FP (O) will look into the activity and produce the report in the monthly review meeting conducted by Director of Agriculture. Any managerial changes in style / strategy must be spelled out at the beginning of the contract.

H. Marketing Linkages

Local / national / international demand driven marketing linkage has to be developed by PIA for the planned production and processing. The Commodity trading (NCDEX), E-Marketing prevalent in the area and proven one has to be used for marketing. The processing houses are to be contacted for marketing of the produces. Certification if required for better marketing to be used as appropriate. The marketing links has to be made and payment terms to the farmers and time frame be spelled out. The farmers must benefit most from such a marketing model over long time. Sustainable issues and environmental issues are to be considered while developing the supply chain for a crop.

I. Impact Evaluation

ATMA, DAOs/ EEs of the region will develop and have direct monitoring mechanism under the guidance of the chairman ATMA. The process must be simple and easy to implement. It must be a SOP replicable at other locations and legally acceptable.

J. User Fee

The user fee for the beneficiary and the buyer will be computed by the departmental AAEs / PIAs and communicated for implementation. It will be made available on website. This can be revised depending upon the prevalent market price and other utility index. The user fee will be notified and valid for a year.

K. Penal Clauses

The operation and management will be monitored by the Director of Agriculture on review meeting days. Any dispute leading to penalty will be settled mutually with the party. The decision of the DA&FP (O) will be final and binding.
