

Guidelines on
National Project on Organic Farming

Department of Agriculture and Cooperation
Ministry of Agriculture,
Government of India

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Contents

S.No.	Components	Page No.
1.	<ul style="list-style-type: none"> • Salient Features of the National Project on Organic Farming (NPOF) (Background, Strategic Importance , Strategy for Focussed Approach, Revised scheme of NPOF, Approved Components of NPOF, Financial outlay of the scheme, Planning and Advisory Committee, Release of funds, Receipt of Proposals, Progress Report, Submission of Utilisation Certificate, Project Monitoring Committee , Component wise operational guidelines of NPOF) 	2-10
2.	<p>Component wise operational guidelines of NPOF (Annexure-IA –IG).</p> <ul style="list-style-type: none"> • Capital Investment Subsidy scheme for setting up of <ul style="list-style-type: none"> - Fruit and Vegetable /Agro-waste Compost and - Bio-fertilizer/Bio-pesticide production units, • Development and implementation of quality control regime in technical support of organic and biological inputs, <ul style="list-style-type: none"> - Quality control analysis of bio-fertilizer and organic fertilizer - Development of quality control regime for other organic inputs - Development, maintenance and supply of authenticated strains of micro-organisms • Human resource development through trainings <ul style="list-style-type: none"> - Certificate course on organic farming - Refresher training course for analysts - Trainers training <ul style="list-style-type: none"> ▪ Training course for Fertilizer Inspectors on FCO ▪ Training course for Senior Level Extension Officers / KVK trainers on certification and ICS ▪ Training course on production and quality control of organic inputs for Technical staff - Training of Field Functionaries / Extension officers on organic farming - International trainers' training / cooperation and liaison with international bodies • Capacity building for biological soil health assessment and organic nutrient resource mapping • Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols • Capacity building for low cost alternative certification-PGS • New Initiatives, Market Development, Awareness Creation and Publicity and evaluation <p>Formats for Progress Report (Annexure-II-IIF)</p> <ul style="list-style-type: none"> • Utilization Certificate Format 	<p>12-23</p> <p>12</p> <p>13</p> <p>14</p> <p>20</p> <p>21</p> <p>22</p> <p>23</p> <p>25-31</p> <p>33</p>

**I. SALIENT FEATURES
OF
THE NATIONAL PROJECT
ON
ORGANIC FARMING
(NPOF)**

SALIENT FEATURES OF THE NATIONAL PROJECT ON ORGANIC FARMING (NPOF)

National Project on Organic Farming (NPOF) is a continuing central sector scheme since 10th Five Year Plan. Planning Commission had approved the scheme as pilot project for remaining two and half years of 10th plan period with effect from 01.10.2004 with an outlay of Rs.57.04 crore. The scheme is continuing in the 11th Plan with an outlay of Rs.101.00 crore with the following revised mandates:

- (i) Promotion of organic farming in the country through technical capacity building of all the stakeholders including human resource development, technology development, transfer of technology, promotion and production of quality organic and biological inputs, awareness creation and publicity through print and electronic media.
- (ii) Statutory quality control requirements of bio-fertilizers and organic fertilizers under the Fertilizer (Control) Order (FCO), 1985, including revision of standards and testing protocols keeping in view the advances in research and technology and bringing remaining organic inputs under quality control regime.
- (iii) Capacity building for soil health assessment, organic input resource management and market development.

1.1 Background

- i. NPOF was implemented as a pilot project during later half of 10th Plan subsuming "National Project on Use and Development of Bio-fertilizers" with its one national and six regional centres renamed as National Centre of Organic Farming (NCOF) and six Regional Centres of Organic Farming (RCOF).

1.2 Strategic Importance

In spite of tremendous success there were some impediments, especially in the field of technical information on soil health issues, soil health indicators, appropriate organic management approaches specific to cropping system or geographic locations, quality control mechanism for inputs and affordable quality assurance system for small and marginal farmers.

1.3 Strategy for Focussed Approach

1.3.1 Deteriorating soil health, declining input use efficiency and growing imbalances in soil and environment necessitate development and adoption of environment friendly technologies. Soil health assessment from organic and biological perspective and identification of key soil health indicators require attention.

1.3.2 To give support to organic farming at its present stage, it is important to create technical capacity, generate scientific knowledge and identify constraints and strategies to overcome them. It is essential that organic farming promotion and technical capacity building is taken up with major focus on: (a) scientific knowledge and technical capacity building; (b) production, promotion and quality control of organic inputs; (c) soil health assessment from organic and biological perspective; (d) technology development and information generation through

research and its dissemination; (e) strengthening product quality assurance system; and (f) mass awareness creation through print and electronic media.

1.3.3 The National Project on Organic Farming in its present form focuses mainly on technical capacity building, information generation, technology development and dissemination, formulation of standards, input production and quality control facilitation, human resource development, developing alternative low-cost certification system of PGS and awareness creation through seminars/conferences and publicity.

1.4 The revised scheme of NPOF has been approved with following broad objectives:

- (i) To facilitate, encourage and promote development of organic agriculture in the country.
- (ii) To encourage production and use of organic and biological sources of nutrients like bio-fertilizers, organic manure, compost for sustained soil health and fertility and improving soil organic carbon and to promote production and use of bio-pesticides, bio-control agents etc as alternative inputs in organic farming.
- (iii) To act as nodal agency for implementation of quality control regime for bio-fertilizers and organic fertilizers, as per the requirement of FCO.
- (iv) To formulate and define standards for other unregulated organic and biological inputs and bring them under quality control mechanism, define/upgrade standards and testing protocols.
- (v) Develop, maintain, undertake regular efficacy testing and ensure steady supply of mother cultures of bio-fertilizer and other beneficial micro-organisms for nutrient mobilization and plant protection to the biological input production industry.
- (vi) To run short term certificate courses on organic system and on-farm resource management.
- (vii) To organize regular trainings and refresher courses for State Governments' quality control analysts/inspectors associated with implementation of Fertilizer (Control) Order 1985 (FCO).
- (viii) To impart trainers' training on certification systems, organic management, input production and on other related aspects to certification and inspection agencies, extension agencies, farmers, industries and organizations engaged in the production, and promotion of inputs and organic farming.
- (ix) To initiate research on validation of established indigenous practices, inputs and technologies leading to development of package of practices.
- (x) To initiate studies/surveys on biological soil health assessment under different farming systems, practices or states.
- (xi) To act as central information and data collection centre on all aspects of organic farming and dissemination of information through print and electronic media.
- (xii) Publication of training literature, Quarterly Organic Farming Newsletter, Half yearly Bio-fertilizer Newsletter and validated and documented indigenous practices.
- (xiii) Technical support to existing certification systems in terms of standards formulation, designing implementation protocols, evaluation and

- surveillance. Policy, implementation and surveillance support to alternative farmers' group centric low-cost certification system such as PGS.
- (xiv) Awareness creation through seminars/conferences/trade fairs and publicity through print and electronic media.
 - (xv) Support Central and State Governments in evaluation, and monitoring of various organic agriculture schemes.

1.5 Approved Components of NPOF

1. Continuation of NCOF/RCOFs
 - (a) Continuation of NCOF/ RCOFs and their strengthening
 - (b) Construction of building of NCOF and RCOFs
2. Capital Investment Subsidy for setting up of:
 - a. Fruits & Vegetables Waste/agro-waste Compost Production Units and
 - b. Bio-fertilizer and Bio pesticide production Units
3. Development and implementation of quality control regime and technical support for organic and biological inputs
 - a. Quality Control Analysis of Biofertilizer and Organic Fertilizers
 - b. Development of quality control regime for other organic inputs
 - c. Development, maintenance and supply of authenticated strains of microorganisms
4. Human resource development through following trainings
 - a. Certificate Course on organic farming
 - b. Refresher Training course for analysts
 - c. Trainers trainings
 - d. Training of Field Functionaries / Extension Officers on Organic Farming
 - e. International trainings/exposures for trainers
5. Capacity building for biological soil health assessment and organic nutrient resource mapping
6. Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols
7. Publication of Newsletters, Training manuals and literature etc and collection of data related to organic farming and inputs
8. Capacity building for low cost alternative certification-Participatory Guarantee System (PGS)
9. New Initiatives, Market Development, Awareness Creation and Publicity and evaluation

10. Evaluation and monitoring of organic agriculture schemes/ programmes of Central and State Governments

1.6 Financial outlay of the scheme

The National Project on Organic Farming has been approved for continuance during the 11th Five Year Plan with a total outlay of Rs.101.00 crore for various components as listed in **Table-I** and will be implemented by Department of Agriculture & Cooperation (DAC), Ministry of Agriculture through National Centre of Organic Farming, (NCOF) Ghaziabad and its six Regional Centres of Organic Farming (RCOF) located at Bangalore, Bhubaneshwar, Imphal, Hisar, Jabalpur and Nagpur. The working jurisdiction of NCOF & RCOF given in **Table-2**.

Table 1. Component-wise financial outlay.

S.No.	Component	11 th Plan Outlay (in Rs. lakh)
I	Continuation of NCOF/RCOFs and strengthening A. Construction of buildings B. Additional manpower C. Equipment & vehicles D. Continuation of existing staff Sub-total	 2484.00 300.00 200.00 2172.00 5156.00
II	Capital Investment Subsidy for setting up of: • Fruits & Vegetables Waste/agro-waste Compost Production Units (FVWCPU)and • Biofertilizer and Biopesticide production Units	2143.00
III.	Development and implementation of quality control regime and technical support for organic and biological inputs i. Quality Control Analysis of Biofertilizer and Organic Fertilizers ii. Development of quality control regime for other organic inputs. iii. Development, maintenance and supply of authenticated strains of microorganisms	Included in I above
IV	Human Resource Development through Trainings	651.00
V	Biological Soil Health Assessment	75.00
VI	Supporting research, studies and surveys	212.00
VII	Publications	Included in I above
VIII	Capacity building - Low cost alternative certification	50.00
IX	New initiatives, market development and evaluation	255.00
X	Evaluation and monitoring of Central/State programmes	Included in I above
XI	A. Continuation of sanctioned projects of components now excluded B. Expenditure already incurred on these components	565.00 993.00
	Total	10100.00

Table -2; working Jurisdiction of NCOF and RCOFs.

S. No.	Centre	States under Jurisdiction of different centres for training
1.	National Centre of Organic Farming, Ghaziabad	Delhi, Uttar Pradesh, Uttrakhand and Rajasthan. All India for referral QC samples and All India level programmes.
2.	Regional Centre of Organic Farming, Bangalore	Karnataka, Kerala, Tamilnadu, Puduchheri, Lakshdweep
3.	Regional Centre of Organic Farming, Bhubaneshwar	Orissa, W. Bengal, Bihar, A & N islands and Sikkim
4.	Regional Centre of Organic Farming, Imphal	Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura
5.	Regional Centre of Organic Farming, Hisar	Haryana, Punjab, Himachal Pradsh and J & K
6.	Regional Centre of Organic Farming, Jabalpur	Madhya Pradesh, Chattisgarh, Jharkhand
7.	Regional Centre of Organic Farming, Nagpur	Maharashtra, Andhra Pradesh, Gujarat, Goa, UT of Daman, Diu and & N Haveli

1.7 Planning and Advisory Committee

A Planning and Advisory Committee has been constituted under the Chairmanship of Joint Secretary as follows:

- | | |
|--------------------------------------|----------|
| a. Joint Secretary (INM) | Chairman |
| b. ADG (Soils) ICAR | Member |
| c. Project Coordinator, AINPOF, ICAR | Member |
| d. Director, NCOF | Member |
| e. Deputy Commissioner (INM), DAC | Member |

* From leading states/SAUs in rotation

This committee shall perform following functions:

- Advice on scientific and technical issues related to suitability/ identification of research proposals, syllabus/course contents of capacity building programmes.
- Assessment of findings/ research results or quality protocols developed for adoption;
- Any other technical issue arising in implementation of the project.

1.8 Release of funds

1.8.1 As the National Project on Organic Farming is a central sector scheme and is to be implemented through National Centre of Organic Farming and its six Regional Centres, funds for the components at SNo. I, III, IV, , VII,VIII of table 1 will be utilised by NCOF/RCOF for the assigned activities on prior approval from

DAC and with the concurrence of IFD for each activity. The funds for the components at SNo., V,VI & IX of table 1 shall be released through NCOF as per approval of DAC and with the concurrence of IFD for each activity on case to case basis.

1.8.2 Financial assistance for the components at SNo.2 for setting up of Fruits & Vegetables Waste/agro-waste Compost Production Units and Bio-fertilizer / Bio-pesticide production Units shall be provided as credit linked back ended subsidy in two installments through any commercial/scheduled bank through NABARD. On demand from NABARD, sufficient funds shall be placed at the disposal of the NABARD. NABARD shall ensure adequate publicity of the scheme among financing banks and ensure timely disbursement of subsidy. In case of Municipalities, DAC can directly release the funds.

1.8.3 For the components at SNo. V & VI, for Biological Soil Health Assessment and supporting research, studies / surveys ICAR & SAUs will be assisted financially for taking up such type of studies in collaboration with NCOF under time bound project mode. Assistance will be available mostly in the form of Project Associates/ Ph.D. scholarships/fellowships for a period of three to four years. Assistance will be limited to manpower cost and contingencies. Purchase of equipments and permanent assets will not be allowed and funds shall be released in yearly installments.

Para 1.8.4 For the components at SNo IX for new initiatives, market development & evaluation etc. Implementing Agencies for the items specified as (i) Item mentioned at (a)&(b) of the component, Central / State Govt. Deptts. or agencies/ICAR/SAUs/Universities/ S&T Institutions (ii) Item mentioned at (c) to (g) of the component exclusively will be implemented by NCOF / RCOFs/ Central/ State Govt. Deptt ICAR/SAUs.

Assistance will be released on case to case basis by NCOF as per the approval and terms and conditions of sanction by DAC for the all components in two instalments except seminars / conferences through NCOF. 2nd instalment will be released after submission of utilization certificate with technical/ physical/financial progress report and monitoring thereof by the technical expert team and found satisfactory performance/progress duly certified by the Director NCOF.

2.0 Receipt of Proposals

2.01 All proposals of Capital Investment Subsidy for setting up of Fruits & Vegetables Waste/agro-waste Compost Production Units (FVWC/AWCPU) and Bio-fertilizer / Bio-pesticide production Units (BF/BPU) shall be considered under credit linked back ended subsidy pattern through commercial banks and subsidy will be provided through NABARD.

2.02 Proposals for the components at S.No.V, VI & IX, for Capacity building for biological soil health assessment and organic nutrient resource mapping, Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols as well as new initiatives, market development and evaluation etc shall be submitted to the NCOF. Such all proposals after thorough evaluation and feasibility assessment by the Evaluation/

screening Committee duly constituted by the Director, NCOF consisting subject matter specialist, Regional Directors of concerned centre and senior officers of the project, shall be submitted to the DAC with justification and recommendation for approval.

2.1 Progress Report

Formats for monthly/quarterly/half yearly based on nature of component as defined, progress report (Physical/technical/Financial) have been prescribed for various components. These reports are to be submitted by implementing agency to the Director, NCOF for onward submission to DAC in every month/quarter/half year on the formats indicated at **Annexure II-IIF** for review of progress.

2.2 Submission of Utilisation Certificate

On completion of the programme/project, the Statement of Expenditure by the implementing agency duly audited by the competent authority along with Utilization Certificate in GFR 19A at **Annexure III** shall be furnished to NCOF for submission to DAC. Details regarding physical/technical progress and expenditure incurred with respect to each component also need to be given along with the Utilisation Certificate.

2.3 Project Monitoring Committee:

To assess the progress of the programme over a given period of time, it is necessary to monitor the actual work done according to plan. Therefore, it requires looking critically assessing both its merit and shortcomings and identifying how it could be improved in order to make it more effective. Hence, a Project Monitoring Committee consisting following members has been constituted to monitor the programme and to report to DAC before releasing 2nd installment:-

- | | |
|---|----------|
| 1. Director, NCOF/ Regional Director, RCOF | Chairman |
| 2. Representative from DAC | Member |
| 3. Representative from ICAR / SAUs/ State Govt. | Member |

The team shall perform the following functions:-

1. Half yearly monitoring of implementation of the programme to critically assessing both its merit and shortcomings and identifying how it could be improved in order to make it more effective.
2. Inspection of physical and financial progress before releasing 2nd instalment.

2.4 Component-wise Operational guidelines

Components wise Operational guidelines under the scheme by the eligible agencies for implementation of various components are as under.

(i) Continuation of NCOF/RCOFs and strengthening-

To continue of NCOF/RCOFs and strengthening, expenditure will be incurred under regular budget in respect to the following activities:

- (a) Continuation of NCOF/ RCOFs and their strengthening
- (b) Construction of buildings of NCOF/RCOFs

Physical Progress Report

A consolidated monthly technical and financial progress report are to be submitted as per format indicated at **annexure II**, by the Director NCOF including RCOFs.

ii. Capital Investment Subsidy scheme (CISS) for setting up of organic inputs production

Detailed implementation guidelines for the component are given at **Annexure-IA**.

iii. Development and implementation of quality control regime and technical support for organic and biological inputs

Implementing Agency: National /Regional Centre of Organic Farming (NCOF/ RCOFs).

Detailed implementation guidelines for the component are given at **Annexure-IB**.

iv. Human resource development through trainings

Implementing Agency: National /Regional Centre of Organic Farming (NCOF/ RCOFs)

Detailed implementation guidelines for the component are given at **Annexure-IC**.

v. Capacity building for biological soil health assessment and organic nutrient resource mapping

Implementing Agency: NCOF/ RCOFs in collaboration with ICAR or SAUs.

Detailed implementation guidelines for the component are given at **Annexure-ID**.

vi. Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols

Implementing Agencies: NCOF/RCOFs/ ICAR/SAUs

Detailed implementation guidelines are given at **Annexure-IE**.

vii. Publication of Newsletters, Training manuals and literature etc and collection of data related to organic farming and inputs

Implementing Agencies: NCOF/RCOFs

Quarterly Organic Farming Newsletter and Half yearly Bio-fertilizer Newsletter are being published under NPOF. It is decided to continue their publication along with other customized literature and training manuals in different regional languages. Such literature will be upgraded on yearly basis to accommodate new information/ knowledge. To serve as central information and data collection centre, statistical information will be collected at NCOF to create a National Data base.

Physical Progress Report;

Monthly physical and financial progress report are to be submitted as per format indicated at **annexure II**, by the Director NCOF including RCOFs.

viii. Capacity building for low cost alternative certification-PGS

Implementing Agencies: NCOF/RCOFs

Detailed implementation guidelines are given at **Annexure-IF**.

ix. New Initiatives, Market Development, Awareness Creation and Publicity and evaluation

Implementing Agency: NCOF/RCOF, Central/ State Govt. Deptt., ICAR & SAUs Detailed implementation guidelines are given at **Annexure-IG**.

x. Evaluation and monitoring of organic agriculture schemes/ programmes of Central and State Governments

Various schemes are being promoted by the Central and State Governments through funding to different implementing agencies. NCOF being the national nodal agency for organic farming will provide technical support and undertake evaluation and monitoring of such schemes to ensure their effective implementation. TA/DA expenses of NCOF/RCOF officers can be met from regular budget of NCOF.

Evaluation report of all projects undertaken under NPOF is invariably sent to DAC for perusal and for information.

2.5 The above Guidelines are subject to the latest instructions / rules of Government of India from time to time.

II. COMPONENT WISE

OPERATIONAL GUIDELINES

OF

THE NATIONAL PROJECT

ON

ORGANIC FARMING

(NPOF)

Capital Investment Subsidy scheme (CISS) for setting up of organic inputs production

a. **Fruit and Vegetable market waste/agro-waste compost units –**

Financial Assistance - 33% of Total Financial Outlay (TFO) or Rs. 60.00 lakh whichever is less for 100 Ton Per Day (TPD).

Eligible agencies—Municipalities, APMCs, Public sector/Private sector companies, fertilizer companies or any individual entrepreneurs.

b. **Bio-fertilizer / Bio-pesticide production units**

Financial Assistance – 25% of TFO or Rs.40.00 lakh whichever is less for setting up of 200 Ton Per Annum (TPA) capacity production unit.

Eligible agencies – Public sector/ Cooperative/ private sector companies, small agencies/NGOs and Individual entrepreneurs

Note; Preference will be given for setting up of state-of the –art sterile, fully automatic carrier based or liquid inoculants production units.

Release of funds –Financial assistance will be provided as credit linked back ended subsidy through any commercial/scheduled bank with NABARD in two installments through any commercial/scheduled bank through NABARD. On demand from NABARD and submission of detailed state-wise pending claims along with statement of disbursement / utilization of funds released, sufficient funds shall be placed at the disposal of the NABARD. NABARD shall ensure adequate publicity of the scheme among financing banks and ensure timely disbursement of subsidy. In case of Municipalities, DAC can directly release the funds on the recommendation of the concerned State PSMC.

Note: Detailed operational guidelines and model schemes are issued separately.

Physical Progress Report: Half yearly physical progress report in respect of above a) & b) are to be submitted by NABARD to DAC with a copy to NCOF and the progress report from individual firm on the prescribed format indicated at **Annexure IIA**, are also required to be forwarded to the Director NCOF for onward submission to DAC.

Development and implementation of quality control regime and technical support for organic and biological inputs

Implementing Agency: NCOF/RCOFs.

Development and implementation of quality control regime and technical support for organic and biological inputs will be carried out in the following manner:

(a) Quality Control Analysis of Bio-fertilizer and Organic Fertilizers

As NCOF and six RCOFs have been notified as authorized quality analysis laboratories for organic fertilizers and Bio-fertilizer under FCO, adequate capacity will be created for analysis of bio-fertilizers and organic fertilizers based on requirement..

(b) Development of quality control regime for other organic inputs

Besides four bio-fertilizers viz: Rhizobium, Azotobacter, Azospirillum and PSB and two organic fertilizers: City Waste Compost and Vermi-compost, there are large numbers of organic inputs being produced and promoted (such as various other types of composts, de-oiled cakes, poultry manures, concentrated manures, seaweed extracts, other plant/herbal extracts etc).

Necessary quality standards and testing protocols will be developed after determining the agronomic and bio-efficacy potential of such products for bringing them under some form of formal quality control mechanism. The work will be taken up by NCOF/RCOFs in project mode.

(c) Development, maintenance and supply of authenticated strains of Micro-organisms

NCOF and RCOFs are the main source of mother culture for production of different microbial inoculants. They account for nearly 80% of the total requirement of such strains in the country. This activity will be strengthened with addition of screening and regular bio-efficacy testing of such strains developed and released by research institutes for recommending and supplying region-specific/ location-specific strains. A national repository of such microbial strains at NCOF will be developed and maintained.

Physical Progress Report; Monthly physical progress report in respect of above a),b) & c) are to be submitted as per format indicated at **Annexure IIC**, by the Director NCOF.

Human resource development through trainings

Implementing Agency: National /Regional Centre of Organic Farming (NCOF/ RCOFs)

To development Human resource decided to organise following trainings.

(a) Certificate Course on organic farming

Objectives;

- (i) To create first generation organic agriculture extension workers and field workers.
- (ii) To develop rural trainers on organic management practices with special focus on cropping system management, nutrient management and plant protection.
- (iii) To develop rural professionals for organic certification facilitation and internal control system management.
- (iv) To empower rural youth with skill and knowledge on national and international certification systems and their implementation requirements
- (v) To impart skills required for conflict resolutions, if any, during certification and inspection, input management, documentation, post harvest processing market access.

Programme Duration: 30 days duration residential training course.

No of Participants: 30 No. of participants in each course.

Eligibility for participation

The course will be open for rural youth having Degree/Diploma in Agriculture. SAUs/Educational institutes can also sponsor their undergraduate students for such courses.

Course content

It will consist of theory lecture, practical and demonstrations / field visits

- Principles of organic farming,
- Organic farming an integrated approach
- Conversion to organic with soil health management
- Cropping system management, nutrient management and pest management
- On-farm input generation and resource management
- System of certification and inspection
- National and International standards and their applicability
- Role and responsibilities of certification and inspection agencies & service provider
- General provision for inspection and certification
- Grower group certification system and internal control system management.

- Regulation on conflict of interest
- Documentation of various records
- PGS – an alternative certification system
- Requirements and operation of PGS in farmer groups
- Traceability in different certification system and its importance

Fund provision: Rs.2,34,500/- per course as per details given below:

S. No.	ITEMS	Fund Allocated (Rs.)
1	Lunch, Dinner @ Rs.200/day for 30 trainees for 30 days (Hostel facility available at NCOF)	180000
2	Stationary/publicity material @Rs.250 per participant	7500
3	Field visit	12000
4	Honorarium to guest speakers @ Rs.500 for 20 speakers	10000
5	TA to out Station Experts	10000
6	Tea/ coffee with snacks @ Rs.500/day for 30 participants	15000
	Total	234500

Norms of Expenditure: Expenditure will be incurred strictly as per prescribed norms on various sub-components. Purchase of costly folders/ bags/ stationery items should be avoided. Under TA/DA expenses, for out station experts will be met on the actual fair basis limited to maximum AC-II tier train fare on production of actual receipt. Those who claim II AC will be required to produce photocopy of railway ticket/PNR no. In case of taxi claim original money receipt is required in support of their claims. Efforts should be made to avoid costly mode of transport. Accommodation facilities shall available at NCOF Guest House free of cost to guest speakers. . No cash payment will be made to the participants against lodging and boarding. If required for Inter-component flexibility prior approval of DAC may be taken.

(b) Refresher Training course for analysts

Objective

To develop skill and confidence among the analysts and laboratory technicians working with Central/State Govt quality control laboratories under FCO, to train in protocols for quality analysis of organic fertilizers and bio-fertilizers covered under FCO.

Programme Duration: 10 days duration residential training course.

No of Participants: 20 No of participants in each course,

Eligibility for Participation:

Analyst/ technical officers of Central/ State Govt. associated with fertilizer/Bio-fertilizer/Organic Fertilizer testing laboratories under FCO and implementation of Fertilizer Control Order.

Course content

- (i) Organic and biological inputs in soil health and nutrient management
- (ii) Legal aspects of Organic fertilizers and bio-fertilizers.
- (iii) Organic farming and on-farm resource management
- (iv) Organic and Bio-fertilizers under FCO
- (v) Specifications, standards and other legal issues
- (vi) Testing protocols for various parameters of Organic and Bio-fertilizers
- (vii) Practical classes on analysis protocols

Fund provision : Rs.1,08,000/- per course as per details given below:

S. No.	ITEMS	Fund Allocated (Rs.)
1	Lodging and Boarding @ Rs.400/day for 20 trainees for 10 days *	80000
2	Stationary/publicity material @Rs.250	5000
3	Field visit	8000
4	Honorarium to guest speakers @ Rs.500 for 10 speakers	5000
5	TA to outstation experts	5000
6	Tea/ coffee with snacks @ Rs.500/day for 20 participants	5000
	Total	108000

* In case of hired accommodation otherwise Rs.250 per participant per day.

Norms of Expenditure: As per norms at (a) above.

(c) Trainers trainings

Objectives;

To update the knowledge and skills in sample collection/ handling requirement FCO and to create a cadre of organic agriculture trainers on various aspects of Organic farming, Certification and Internal control system management and production and Quality control of organic inputs (Bio-fertilizers and Organic Fertilizers), following five days customized trainers training courses has decided to be organized for.

- ❖ Fertilizer inspectors on FCO,
- ❖ Senior level extension officers/ KVK trainers on Certification and Internal control system management.
- ❖ Technical staff of production and Quality control of organic inputs (Bio-fertilizers and Organic Fertilizers).

Programme Duration: 5 days duration residential training course.

No. of Participants: 20 No of participants in each customized trainers training course.

(i) Training course for Fertilizer Inspectors on FCO

Eligibility for Participation

This Course exclusively designed for the Fertilizer inspectors / officers associated with the implementation of FCO in the Central/ State Governments.

Note; Separate customized course may be organize as per requirement separately for the personnel's of NGOs/private agencies on prior approval of DAC.

Course content

As this course shall be custom designed on one or two specific aspects only, the course contents will be different as follows:

- Organic and biological inputs in organic farming
- Organic and Bio-fertilizers under FCO
- Specifications, standards and other legal issues
- Sampling procedure
- Reporting formats and legal issues
- Practical classes

(ii). Training course for senior level extension officers/ KVK trainers on Certification and Internal control system management.

Eligibility for Participation

This Course exclusively designed for the senior level extension officers of State Governments, KVKs trainers, Certification agency personals and ICS managers.

Course Contents

- Organic farming- Principals and practices
- National and International Certification systems
- Documentation and field inspections
- Grower group certification and internal control system management
- Risk assessment and conflict resolution
- Cropping system management
- Conversion to organic and soil fertility build up
- Nutrient management
- Pest management
- Post harvest handling and storage
- Dos and Don'ts and input approvals

(iii). Training on Organic Management and production / Quality control of organic inputs (Bio-fertilizers and Organic Fertilizers) for Technical staff.

Eligibility for Participation

This Course exclusively designed for the Technical staff of production and quality control of organic inputs etc. private quality control laboratories/ Central/State Govt./ICAR/SAUs.

Course content

- Organic farming Principals and practice
- Inputs under organic management and importance of organic inputs in soil health management
- Bio-fertilizers

- Organic fertilizers
- Bio-control agents
- Integration of different inputs for best productivity
- On-farm and off-farm input based nutrient management approach
- Feeding the soil
- Protection of life forms in soil
- Biomass conversion and recycling of resources
- Habitat management and Diversity in plant protection
- Pest management in organic farming
- Some innovative ITKs

Fund provision: Rs.63,500/- per course as per details given below:

S. No.	ITEMS	Fund Allocated (Rs.)
1	Boarding & lodging @ Rs.400/day for 20 trainees for 5 days*	40000
2	Stationary/publicity material @Rs.250	5000
3	Field visit	8000
4	Honorarium to guest speakers @ Rs.500 for 8 speakers	4000
5	TA to out Station Experts	4000
6	Tea /coffee with snacks @ Rs.500/day for 20 participants	2500
	Total	63500

* In case of hired accommodation otherwise Rs.250 per participant per day.

Norms of Expenditure : As per norms at (a) above.

d. Training of Field Functionaries / Extension Officers on Organic Farming Objectives

As organic farming is primarily an on-farm management system, two days trainings are proposed to disseminate appropriate management protocols to field functionaries and extension officers, working in both Government and NGOs sector.

Programme and duration : 2 days duration residential training course.

No. of Participants: 20 Nos. of participants in each course.

Eligibility for Participation: Participants will be Extension and field workers of Central and State Governments sector and private/NGO sectors. Educational Institutions can also sponsor their students for such course on basics of organic farming.

Course content

- Organic farming Principals and practices
- Organic farming an integrated approach
- On-farm and off-farm input based nutrient and pest management approach
- Certification systems in organic farming
- ITKs and strategies for quick conversion and high productivity

Fund provision: Rs.21,000/- per course as per details given below:

S. No.	ITEMS	Fund Allocated (Rs.)
1	Boarding & lodging @ Rs.400/day for 20 trainees for 2 days*	16000
2	Stationary/publicity material @Rs.100	2000
3	Honorarium to guest speakers @ Rs.500 for 2 speakers	1000
4	Tea /coffee with snacks	1000
5	TA Transport to Experts	1000
	Total	21000

* In case of hired accommodation otherwise Rs.250 per participant per day.

Norms of Expenditure : As per norms at (a) above.

e) International Trainers' training/ cooperation and liaison with international bodies

This being an exclusively new field with practically little expertise in the country, training of officers from DAC, NCOF, State agencies (involved with organic agriculture implementation programme), certification agencies and scientists from ICAR and SAUs (working for development of organic package of practices since last 3 years) have been considered to give an international exposure. This also includes the need based visit of foreign experts to India and Indian executive officers/technical experts to different countries to create awareness about Indian organic produce, attend seminar/conferences, participate in exhibitions and develop liaison with international bodies on organic agriculture. Visit by select group of officers from DAC and NCOF to Bio-Fach, Nuremberg and other such events, can also be useful in learning international trends in organic agriculture.

Physical Progress Report

Monthly physical and financial progress report are to be submitted as per format indicated at **Annexure IIB**, by the Director NCOF.

Capacity building for biological soil health assessment and organic nutrient resource mapping

Implementing Agency: NCOF/ RCOFs in collaboration with ICAR or SAUs.

Deteriorating soil health is a matter of concern in many areas of the country. So far no efforts have been made to assess the soil health from microbiological and biological activities point of view. Also there is need to map organic nutrient resources and identify constraints/strategies for their effective utilization. It is decided to initiate preliminary survey and studies under NPOF in project mode by employing Research fellows through grant of fellowships of 2-3 years duration.

Pattern of Assistance

Assistance will be available mostly in the form of employing Research fellows through grant of fellowships of 2-3 years duration. Assistance will be limited to manpower cost and contingencies. Purchase of equipments and permanent assets will not be allowed.

Physical Progress Report

Monthly physical and financial progress report are to be submitted as per format indicated at **Annexure IID**, by the implementing agency to the Director NCOF for onward submission to DAC.

Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols

Implementing Agencies: NCOF/RCOFs/ ICAR/SAUs

To give organic farming a firm direction and to ensure sustained optimum productivity under organic management it is decided to give priority for collection, documentation, standardization and validation of successful indigenous practices of practicing organic farmers, development of on-farm resource based package of practices for different farming systems, development of location specific technology for nutrient management, pest management, validation of soil enrichment and plant protection formulations developed by practicing organic farmers and other agencies, evaluation and standardization of organic and biological inputs & development of processing technology on the recommendation of Screening Committee duly constituted by the Director NCOF.

Pattern of Assistance

Assistance will be available mostly in the form of Project Associates/ Ph.D. scholarships/fellowships for a period of two to four years. Assistance will be limited to manpower cost and contingencies. Purchase of equipments and permanent assets will not be allowed.

Physical Progress Report

Quarterly physical and financial progress report are to be submitted as per format indicated at **Annexure IIE**, by the implementing agency to the Director NCOF for onward submission to DAC.

Capacity building for low cost alternative certification-PGS

Implementing Agencies: NCOF/RCOFs

To develop a framework of alternative low-cost farmer group centric certification system such as PGS, DAC/NCOF will chalk out appropriate strategies. Major initiatives to be launched under the component include, capacity building of PGS through policy implementation, data management and surveillance support. NCOF will be the nodal implementing agency.

Other State Govt and Private/ NGO agencies can also be made partner organizations in implementation process without any financial implication to NPOF. A comprehensive strategy will also be chalked out by NCOF to undertake residue testing of PGS samples at National level. Initially services of existing Central/State Govt residue testing laboratories will be availed for such analysis work on competitive bidding basis.

Physical Progress Report;

Monthly physical and financial progress report are to be submitted by the Director NCOF its own format.

New Initiatives, Market Development, Awareness Creation and Publicity and evaluation

- a. Development of web-portals, web connectivity for data storage, market facilitation and information sharing etc
- b. Special surveys to study the consumer's preference, market potential for various commodities, market demand & market intelligence studies.
- c. International/ National/ Regional/ State level Seminars, exhibitions, trade fairs etc.
- d. Development of Radio/TV programmes, video films, CDs, on various aspects of organic farming and success stories.
- e. Publication of booklets, pamphlets, training material, package of practices, books on technology packages, success stories, conference/ seminar proceedings etc
- f. Advertisement and publicity
- g. New Innovative component not covered above, besides survey and evaluation through independent evaluators.

Implementing Agency: (i) Item mentioned at (a)&(b) of the component, Central / State Govt. Deptts. or agencies/ICAR/SAUs/Universities/ S&T Institutions.

(ii) Item mentioned at (c) to (g) of the component exclusively will be implemented by NCOF / RCOFs/ Central/ State Govt.Deptt. ICAR/ SAUs.

Financial assistance: Financial assistance will be provided on the recommendations of Screening Committee duly constituted by the Director NCOF, in two instalments except seminars / conferences through NCOF. 2nd instalment will be released after submission of utilization certificate with technical/ physical/financial progress report and monitoring thereof by the technical expert team and found satisfactory performance/progress duly certified by the Director NCOF.

DAC will decide on supporting such initiatives on case to case basis for following activities leading to market development awareness creation, new initiatives and publicity through print and electronic media.

Physical Progress Report

Monthly physical and financial progress report are to be submitted as per format indicated at **Annexure IIF**, by the Director NCOF.

FORMATS
FOR
PROGRESS REPORT

Annexure-II

Format of Monthly Technical Progress Report under NPOF consolidated for the month of

S. No.	Item/ components	By NCOF/RCOF							Total	Total Cumulative /progressive	Remarks
		GZB	BGR	BBSR	NGR	HSR	JBR	Imphal			
1.	Training programme organized										
	a) Certificate Course										
	b) Refresher Training Course for analysts										
	c) Trainers' Training										
	i) For Fertilizer Inspector on FCO										
	ii) Sr. Level Extension Officer / KVK										
	iii) Production and Quality Control of Organic Inputs										
	d) Training of Field Functionaries / Extension Officers										
	e) International Trainers' Training										
2.	Publicity material										
	i) printed										
	ii) distributed										
3.	Programme Coverage through										
	i) TV										
	ii) Radio										
4.	Seminar / Conference organized										
5.	Exhibition organized										
6.	Monitored / Visited Prod. Units / labs										
7.	Sample tested for QC										
	i) Bio-Fertilizer										
	ii) Organic Fertilizers										
8.	Dev. of QC regime for other Org.inp.										
	(i) De-oiled cakes										
	ii) Poultry manures										
	iii) Concentrated manures										
	iv) Sea weed extracts										
	v) Other plant/herbal extracts (Specify)										
9.	No. of sample tested for biological soil health assessment										
10.	Number of strains distributed										
	- Rhz										
	- Azt										
	- Azp										
	- PSB										
	- others										
11.	No. of the Strains subcultured										
12.	No. of strains screened for bio-efficacy testing										
13.	Name & No. of the strains supplied										
14.	No. of Production Unit established										
	i) Bio-fertilizer / Bio-pesticides										
	ii) Fruit Veg/Agro Waste Compost Unit										
15.	Due / published month of Newsletter on										
	- Bio-Fert.(half yearly)										
	- Org. Farming (Quarterly)										

Date.....

Signature

Authorized Officer / Head of the Organisation /Institute

Annexure-II-A

Format of Half yearly (March / September) Progress Report of individual organic input production units set up under Capital Investment Subsidy scheme (CISS) for Fruit and Vegetable market waste/agro-waste compost units and Bio-fertilizer / Bio-pesticide production units

a) Fruit and Vegetable market waste/agro-waste compost units

S.N.	Name and Address of Compost Production Units	Year of sanction	Funding Source NABARD/ NCDC/DAC	Total Funds/ subsidy released	Total Prod. capacity of unit (MT)	Date of production commenced	Total Production/ Progress (MT)	Total Quantity Marketing (MT)	Total Income from sale (Rs.)	Remarks

b) Bio-fertilizer / Bio-pesticide production units

S.N.	Name and Address of Bio-fertilizer Production Units	Year of sanction	Funding Source NABARD/ NCDC/DAC	Total Funds/subsidy released	Total Prod. capacity of unit (MT)	Date of production commenced	Total Prod. /Progress (MT)	Total Quantity Marketing (MT)	Total Income from sale (Rs.)	Remarks

c) Vermiculture Hatchery

S.N.	Name and Address of Vermiculture Hatchery Units	Year of sanction	Funding Source NABARD/ NCDC/DAC	Total Funds/ subsidy released	Total Prod. capacity of unit (MT)	Date of prod. commenced	Total vermi compost Prod./ Progress (MT)	Total vermi culture prod.	Total Income from Sale (Rs.)	Remarks

Date.....

Signature

Head of the Organisation

Annexure II-B

Format of Report for Human resource development through trainings

(To be filled for each programme)

1. Name of Programme:
2. Date and Venue:
3. Programme Schedule with subject of talks(attach schedule copy):
4. No. of Participants with their status such as SC, ST, General, Women,
(enclose list of participants with name and addresses) :
5. Details of literature / stationery provided:
6. Place of field visits (distance in Kms.) and mode of conveyance :
7. Name and addresses of outstation Resource Persons
(Attach list with topics):
8. Statement of Expenditure:

Sl	Items / components	Allocation of funds sanctioned (Rs.)	Actual Expenditure
1.	Lodging and Boarding		
2.	Stationery/Publicity materials		
3.	Field visit		
4.	Honorarium to Guest Speakers		
5.	TA/DA to outstation experts		
6.	Tea/Coffee		
	TOTAL		

1. Certified that the above expenditure of Rs..... has been incurred in connection of the organization of training programme forfrom.....to
2. Certified that this amount has been actually utilized on the organization of the above mentioned training course and is in accordance with the components / sub-components and guidelines issued by Department of Agriculture & Cooperation.
3. Certified that undersigned are fully satisfied with the expenditure incurred and all the vouchers in respect of the above expenditure are available for audit check.

Date.....
Signature
Training-in-charge

Signature
Head of the Organization / Director

Annexure II-C

Format of monthly report for development and implementation of quality control regime and technical support for organic and biological inputs

a) Quality Control Analysis

S. No.	Sample tested	By NCOF/RCOF							Total sample	Total cumulative sample	No. of samples found substandard
		GZB	BGR	BBSR	NGR	HSR	JBR	Imphal			
1.	Bio-fertilizers - Rhiz - Azt - Azp - PSB										
2.	Organic Fertilizers - VC - CWC others										

Rhiz : Rhizobium, Azt:Azotobacter, Azp:Azospirillum, PSB:Phosphate solubilizing bio-fertilizer, VC-Vermi-compost, CWC-Citywaste Compost

b) Development of Quality Control regime for other organic inputs (No. of samples tested for bio-efficacy)

S.No.	Components	No. of samples tested for bio-efficacy in lab and field by NCOF/RCOF							Total
		GZB	BGR	BBSR	NGR	HSR	JBR	Imphal	
1.	De-oiled cakes								
2.	Poultry manures								
3.	Concentrated manures								
4.	Sea weed extracts								
5.	Other plant/herbal extracts (Specify)								

Note: Attach a brief report of the month for progress with parameters for bio-efficacy testing

c) Development, maintenance and supply of authenticated strains of Micro-organisms

S.No.	Components	No. of strains / micro-organisms supplied by NCOF/RCOF							Total	Progressive No. of strains supplied
		GZB	BGR	BBSR	NGR	HSR	JBR	Imphal		
1.	Number of strains available - Rhz - Azt - Azp - PSB - others									
2.	No. of the Strains subcultured									
3.	No. of strains screened for bio-efficacy testing									
4.	Name of the strains supplied									

Note : Attach a separate list of strains organism-wise supplied to manufacturers and strains screened for bio-efficacy.

Date.....

Signature

Authorized Officer/Head of the Organisation /Institute

Format of Quarterly (April, July, October, January) Report for Capacity building for biological soil health assessment and organic nutrient resource mapping

1. Name of the implementing agency :
2. DAC Sanction Letter No and date:
3. Funds sanctioned:
4. No. of research fellow /assistant employed:
5. Date and duration of employment:
6. Total Emoluments / stipend paid of each fellow / assistant :
7. Expenditure on TA/DA incurred :
8. No. of samples collected districts-wise :
9. No. of samples analysed :
10. Detail of Parameters tested for study :
11. Results of the samples:
12. Expected date of completion of the study :
13. Total expenditure including stipend, TA/DA and miscellaneous
Incurred during quarter:
14. Attach a brief report
 - i. Certified that the above expenditure of Rs..... has been incurred for the component of capacity building approved by DAC.
 - ii. Certified that this amount has been actually utilized on the above mentioned study and is in accordance with the components / sub-components and guidelines approved by Department of Agriculture & Cooperation.
 - iii. Certified that undersigned are fully satisfied with the work / study carried out and expenditure incurred all the vouchers in respect of the above expenditure are available for audit check.

Date.....

Signature

Authorized Officer/Head of the Organisation /Institute

Format of Quarterly (April, July, October, January) Report for Encourage and Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols

1. Name of the implementing agency:
2. DAC Sanction Letter No and date:
3. Funds sanctioned:
4. No. of Project Associates/Ph.D scholar engaged:
5. Date and duration of employment:
6. Total Emoluments / stipend paid of each person:
7. Expenditure on TA/DA incurred :
8. No. of samples collected districts-wise :
9. No. of samples analysed :
10. Detail of Parameters tested for study :
11. Results of the samples:
12. Expected date of completion of the study :
13. Total expenditure including stipend, TA/DA and miscellaneous during quarter (month wise) :
14. Attach a brief report:

i. Certified that the above expenditure of Rs..... has been incurred for the component of Support Research, studies and/or surveys etc on organic package of practices, inputs and management protocols approved by DAC.

ii. Certified that this amount has been actually utilized on the above mentioned study and is in accordance with the components / sub-components and guidelines approved by Department of Agriculture & Cooperation.

iii. Certified that undersigned are fully satisfied with the work / study carried out and expenditure incurred all the vouchers in respect of the above expenditure are available for audit check.

Date.....

Signature

Authorized Officer /Head of the Organisation /Institute

Format of Monthly Report for New Initiatives, Market Development, Awareness Creation and Publicity and evaluation

1. Name of the implementing agency :
2. DAC Sanction Letter No and date:
3. Detail of Funds component-wise sanctioned:
4. Date of programme commencement:
5. Date of completion of the programme
6. Detail of the expenditure incurred sub component-wise:
7. Progress/achievement:
8. Attach a brief report / proceeding/document of final study / evaluation / publicity market development, new initiatives/ recommendation of international/national/regional/ state level seminar / conference / output of exhibitions/trade fair, publication etc covered under component.

i. Certified that the above expenditure of Rs..... has been incurred for the component approved by DAC.

ii. Certified that this amount has been actually utilized on the above mentioned programme and is in accordance with the components / sub-components and guidelines issued by Department of Agriculture & Cooperation, Ministry of Agriculture, Government of India, New Delhi.

iii. Certified that undersigned are fully satisfied with the expenditure incurred and all the vouchers in respect of the above expenditure are available for audit check.

Date.....

Signature

Authorized Officer/Head of the Organisation /Institute

III. UTILIZATION

CERTIFICATE

FORMAT

FORM GFR 19-A

[See Government of India's Decision (I) below Rule 150]

Form of Utilization Certificate

Sl.No.	Letter No. and Date	Amount
	Total	

1. Certified that out of Rs..... of grants-in-aid sanctioned during the year.....in favour ofunder 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 offor 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. 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

Signature...

Designation.....

Date.....

Counter signature by Chartered Accountant
/Auditor/ Competent Authority