

GOVERNMENT OF ODISHA
DEPARTMENT OF AGRICULTURE AND FARMERS' EMPOWERMENT

No. 1M (04)/09-2019.....23306 / Bhubaneswar

Date: 20.10.2020

From,

Shri Saurabh Garg, IAS
Principal Secretary to Government

To,

Principal Secretary to Govt, ST, SC, BC and Minorities Welfare Department
Principal Secretary to Govt, Department of Women and Child Development
Commissioner-cum-Secretary to Govt, Food Supplies and Consumer Welfare Department
Commissioner-cum-Secretary to Govt, Cooperation Department
Commissioner-cum-Secretary to Govt, School and Mass Education Department
The Registrar of Cooperative Societies, Odisha
Managing Director, TDCCOL, Bhubaneswar
Managing Director, OSCSC Ltd, Bhubaneswar
Director, OSAM Board, Bhubaneswar
Director, ICDS, Bhubaneswar
Collector & DM, Bolangir / Bargarh / Gajapati / Ganjam / Kandhamal / Koraput / Kalahandi /
Keonjhar / Mayurbhanj / Malkangiri / Nabarangpur / Nuapada / Rayagada / Sundargarh

Subject: Guidelines for Procurement of Ragi during Kharif Marketing Season (KMS) 2020-21 under Odisha Millets Mission

The Government of Odisha has launched the Special Programme for Promotion of Millets in Tribal areas (Odisha Millets Mission) to revive millets in farms and on plates. Considering the nutrition benefits of millets, it has decided to include millets in Public Distribution System (PDS), Integrated Child Development Scheme (ICDS) & Mid-day Meal (MDM) schemes of the State of Odisha. Ragi based entitlements will be included in PDS, ICDS and MDM schemes during FY 2020-21. In this context, Government of Odisha has approved procurement of Ragi through Tribal Development Cooperative Corporation of Odisha Limited (TDCCOL) like the previous year. This procurement policy explains the process of procurement of Ragi from the farmers.

The objectives of this policy are:

- a. To operationalize procurement of Ragi at Minimum Support Price (MSP) conforming to Fair Average Quality (FAQ) norms.
- b. To facilitate promotion of millet production in a sustainable manner through assured market support.
- c. To explore market for disposal of surplus Ragi to be procured over & above the requirement in PDS, ICDS & MDM scheme.
- d. To provide a framework for empanelment of FPOs as procurement agencies at the block level for KMS 2020-21. A detailed guideline is attached.

The procurement process shall follow the procedure described below: -

1. Farmer Registration

• New Registration

- 1.1. Farmers willing to sell Ragi shall have to register by submitting their personal, land and bank account details as per pre-designed registration form available on-line under M-PAS portal at respective Primary Agriculture Cooperative Societies (PACS) / Large Area Multi-Purpose Cooperative Societies (LAMPCS) / Farmer Producer Organisation (FPO).
- 1.2. Ragi farmers have to provide information about their identity proof in terms of Aadhaar and Bank passbook in the registration form.
- 1.3. Ragi farmers can also register their names for selling of Ragi which has been grown in the lands given under the Forest Rights Act.
- 1.4. The same ID proof will be used as the farmer identity card to sell their produce at the Ragi Procurement Centre (RPC) / Mandis. Applications of farmers growing Ragi under FRA lands shall be considered for procurement.
- 1.5. In any case the Ragi farmer or sharecropper is unable to produce the RoR for some or the other reason thereof; they will be registered as Ragi grower for procurement provided a certificate to this effect by the VAW / AO/ Sarpanch / AAO / BAO of the concerned area is attached.
- 1.6. After digitalisation at PACS/LAMPCS/FPO, manual verification of non "Bhulekh" land records will be carried out by AO/ VAW/ AAO/ RI/ Sarpanch and bank account details of the Ragi growers by the nodal banks respectively.
- 1.7. The updation of validated data at Branch Manager (BM) TDCCOL level shall be allowed by taking printout for each farmer and issuance of acknowledgement slips to each farmer registering.
- 1.8. The PACS/ LAMPCS / FPO will encourage small and marginal farmers to register themselves for Ragi procurement and will digitize farmers' applications for registration in the online Millet-Procurement Automation System (M-PAS) portal. The forms will be printed by respective LAMPCS / PACS / FPO and made available to the Ragi growers under their jurisdiction. Awareness among farmers about Fair Average Quality (FAQ) norms shall be made well in advance so those farmers with dry and clean Ragi confirming FAQ standards come to the RPC/ Mandies.
- 1.9. The last date for online registration of applications will be 31st December 2020 as the harvesting of Ragi coincides with the harvesting of paddy. Till then registration verification and procurement will continue simultaneously. However, any change in the timeline for registration of application shall be made by Department of Agriculture and Farmers' Empowerment.
- 1.10. Ragi will be procured by TDCCOL only from the farmers those registered under Millet Procurement Automation System (M-PAS) by PACS/ LAMPCS / FPO.
- 1.11. Massive awareness will be ensured by TDCCOL and OMM for farmer registration.
- 1.12. The procurement tokens to millet farmers will be given one week in advance.

• Renewal of Farmers already Registered in Kharif 2019-20

Farmers who got registered during Kharif season of KMS 2019-20 need only to renew their registration through the society. Following steps are to be followed for the renewal process:

- 1.13. It would be the responsibility of LAMPCS / PACS / FPO to make available to farmers the relevant renewal forms. Farmers visiting the society office in connection with Kharif loan can also be handed over the said forms.

- 1.14. The society secretary of LAMPCS / PACS / FPO will download the renewal form for the farmer concerned from the 'renewal form for kharif 2019-20' tab available under society login. Alternatively, the society secretary can download renewal forms for all farmers having farmer ID in last kharif season.
 - 1.15. The renewal form will have four parts. Part I- of the renewal form deals with the farmer's personal details. If the farmer wants to change the bank account details, then he has to provide photocopy of the first page of bank Passbook along with this form. Similarly, for the changes in respect of any identity details (BK KY/KCC/EPIC) and incorporation of Aadhaar Number, Photocopies of relevant documents need to be submitted along with the form.
 - 1.16. Part-2 of the renewal form has the details of the land (irrigated/non-irrigated) cultivated in the last Kharif Season 2019-20. It has khata/plot number and area apart from other details. No action is to be taken in this part either by the farmer or by the society.
 - 1.17. Part- 3 of the renewal form contains a declaration. If a farmer has taken up cultivation of plots shown in part-2, he / she has to sign a declaration to that effect in part 3 which would mean that the said lands need to be automatically updated with a single click by the society secretary of LAMPCS / PACS / FPO.
 - 1.18. Part-4: If there are any changes in cultivation during this kharif, a farmer has to provide details of changes in land particulars shown in Part-2.
3. **FAQ Standards awareness among farmers about Fair Average Quality (FAQ) norms shall be made well in advance so that, dry and clean Ragi confirming to FAQ standards will be delivered at the Ragi Procurement Centres/ Mandis.**
- 3.1. **Specification of FAQ Ragi:** The detailed quality specification of Ragi as laid down by the Government of India (Annexure-1) shall be applicable in the State. Payment of MSP is applicable only for FAQ standard Ragi and sale of non-FAQ Ragi below the MSP will not amount to distress sale. The Quality Analyst of RMC / PACS / LAMPCS / Assistant Agriculture Officer / Block Agriculture Officer as envisaged in Paddy procurement is applicable for Ragi procurement also.
 - 3.2. **Training on FAQ:** Farmers training on FAQ will be conducted at district and Panchayat level by staff of OSAM Board, TDCCOL, and FS&CW department with support from agriculture field staff, Facilitating Agencies, FPOs and Programme Secretariat (WASSAN). Wherever FAQ quality is not maintained, TDCCOL will not be obliged to procure non FAQ Ragi. It is advised that RMC should provide moisture meter along with Odisha Millets Mission to assure FAQ can be measured beforehand.
 - 3.3. **Information Education Communication (IEC) Activities:** The District Administration shall initiate various IEC Activities for creating awareness about FAQ norms of Ragi and MSP. Co-operation Dept. officials along with CDAO and RMC in the District will jointly perform this exercise under the Chairmanship of the Collector & District Magistrate. Regulated Market Committee (RMCs) will provide funds for these activities. PACS/ LAMPCS / FPO would be actively involved in this IEC campaign. Hoardings shall also be placed in all weekly haats / locations. Electronic media campaign for creating awareness on FAQ and MSP shall be centrally undertaken by TDCCOL.
 - 3.4. The Ragi farmers shall bring FAQ standard Ragi to the Ragi Procurement Centres as approved in the DLPC.

4. Procurement:

- 4.1. **Procuring Agency:** The State Procurement Agency for Ragi is TDCCOL. Thus, the TDCCOL will procure Ragi with the support of PACS / LAMPCS / FPO as per FAQ specification laid down by Government of India and in accordance with the guidelines issued by Agriculture a Farmers' Empowerment Department from time to time under the scheme.
- 4.2. **Region of Procurement:** TDCCOL shall procure Ragi in all the blocks under Odisha Millets Mission and other potential Ragi growing blocks of 14 identified districts namely Bargarh, Bolangir, Ganjam, Keonjhar, Sundergarh, Nabarangpur, Mayurbhanj, Malkangiri, Rayagada, Gajapati, Nuapada, Kalahandi, Kandhamal and Koraput. The list of potential blocks will be notified separately by the Collector & District Magistrate on the advice of the District Level Procurement Committee (DLPC).
- 4.3. **Minimum Support Price of Ragi (MSP):** The Government of India has announced the minimum support price for Ragi at Rs.3295.00 (Rupees Three Thousand Two Hundred Ninety-Five) only per quintal conforming to Fair Average Quality (FAQ) norms for KMS 2020-21.
- 4.4. **Procurement Target:** The State Govt. has set a target of 1,60,000 (one lakh sixty thousand quintals) quintals for KMS-2020 for 14 Ragi growing districts. TDCCOL shall procure Ragi within the approved target mentioned above. The target may be revised after the proposals of the Collector & District Magistrate.
- 4.5. **Procurement Period:** Ragi (Kharif Crop) will be procured from December 2020 to March 2021 which may be extended if necessary.
- 4.6. **Per Acre Procurement:** Ragi will be procured from the farmers at the rate of five (5) quintals per Hectare (2 Quintals per Acre) If required, this may be revised on the basis of assessment of crop yield by the CDAO of the districts and approvals by the Collector & District Magistrate.
- 4.7. **Procurement of Packaging Materials (Gunny Bags/ HDPE Bags) for storage of Ragi** will be done by TDCCOL.
- 4.8. **Society wise Ragi procurement and Assessment Register:** Society wise farmers Ragi assessment and procurement register would be generated. Based on this, marketable surplus in respect of each registered farmer will be finalised. This will contain ID details, land details, bank account details and mobile phone numbers and quantity of surplus Ragi to be procured of each farmer. The farmers list shall be arranged in alphabetic order. This register would indicate the target for the PACS / LAMPCS / FPO which would be the total of marketable surplus of all farmers registered under the concerned PACS / LAMPCS / FPO.
- 4.9. **District wise Target:** The procurement target of a district would be the total of targets of all participating PACS / LAMPCS / FPO in the district. Target would be generated online based on the verified and updated data base of farmer registration. The Collector & District Magistrate of the concerned districts shall finalize the PACS/ LAMPCS/FPO or Ragi Procurement Centres in the designated Block(s) and ensure that adequate numbers of procurement centres near the Ragi growing locations are opened.
- 4.10. **Jurisdiction of the PACS / FPO / Societies:** Each of the PACS / LAMPCS / FPO selected may have one or more designated place for procuring Ragi. The District Authority shall declare the existing market yards located in procurement areas belonging to RMCs as Ragi Procurement Centres for the PACS / LAMPCS / FPO. The RMC will ensure the availability of equipment like weighing machine,

moisture meter and tarpaulin for drying during procurement operation. Each RMC has to make arrangements to store Ragi for a minimum of up to three days of procurement. This is necessary to ensure proper planning on part of TDCCOL to organize adequate number of vehicles to transfer the stock to the Central Godown. Therefore, where the RMC / Ragi Procurement Centres do not have storage facility, they are to plan temporary storage facility with sufficient tarpaulin.

- 4.11. **Location of Ragi Procurement Centres (Mandis):** Ragi Procurement Centres (Mandi points) should be ideally within 5 km of production clusters. ***No Ragi Procurement Centre (Mandi) shall be more than 20 km from the production clusters.*** Therefore, in addition to the marketing yards of RMC / LAMPCS / PACS, suitable Ragi Procurement Centres (mandi points) shall be identified by the BAO / DAO in consultation with the FA, FPO/CBO and Programme Secretariat and submitted by CDAO-cum-PD, ATMA to DLPC. DLPC will approve mandi locations and dates for procurement.
- 4.12. **Training:** Training on procurement process, record keeping, SMS reporting, record transmission, database etc is to be imparted at Block level to PACS / LAMPCS/ FPO / OTELP / OPELIP / OLM / Facilitating Agencies / Programme Secretariat (WASSAN) by TDCCOL. All training should be completed by 30th November 2020.
- 4.13. **Maintenance of Records:** TDCCOL must ensure proper maintenance of following records and registers on purchase of Ragi from farmers in the web-based system.

• Token Slip	• Ragi Purchase & Despatch Register
• Vendor Receipt	• Cash Book
• Quality Test Report	• Ragi Rejection Register

For this, officials of TDCCOL and Programme Secretariat (WASSAN) at the District level shall be trained by the appropriate technical IT experts hired by TDCCOL.

- 4.14. Payment for Ragi purchased from farmers by the TDCCOL will be made through direct transfer to the bank accounts of the farmers by electronic mode within 3 days of the purchase.
- 4.15. TDCCOL will be responsible for safe storage of procured Ragi in the central godowns for one year.
- 4.16. The W & CD Department, S & ME Department and FS & CW Department shall provide their annual requirement and monthly requirement to TDCCOL for their respective schemes (ICDS, MDM and PDS). Ragi shall be lifted by respective departments or their nominated agencies. Costs shall be borne by the Agriculture & Farmers' Empowerment Department.
- 4.17. In case, Ragi is not completely utilised in the Government schemes (ICDS, MDM and PDS), then TDCCOL may sell the surplus Ragi in open market by inviting tender / e-marketing with approval of High-Powered Committee of Odisha Millets Mission. A tender committee may be constituted under the chairmanship of Managing Director, TDCCOL with members from the Administrative Department, A&FE Department and Co-operation Department for disposal of the surplus stock.
- 4.18. **Payment of farmers:** Payment of cost of Ragi at MSP shall be made to the accounts of the farmers through online bank transfer within 3 days. In exigencies involving failure of online mechanism such payment will be made from respective bank account of the District Officers of the TDCCOL by way of direct transfer of MSP dues to the farmer's accounts within 3 days.
- 4.19. **Information and Communication Technology** shall be used by TDCCOL to make Ragi procurement process transparent, efficient and accountable.

5. Monitoring of the Ragi Procurement Process:

- 5.1. **State Level Procurement Committee:** The State Level Procurement Committee under the chairmanship of the Chief Secretary to Government of Odisha shall review arrangement for Ragi procurement operations. Further, it shall review procurement and delivery of Ragi to PDS, ICDS and MDM programmes and will issue suitable instruction for the guidance of all stakeholders for smooth procurement operations and hassle-free experience of farmers.
- 5.2. **District Level Procurement Committee:** Existing District Level Procurement Committee for Paddy will also monitor the millet procurement in district. Representatives from TDCC, FA and Programme Secretariat (WASSAN) will be added to the existing DLPC. The DLPC is expected to meet in the month of October for Kharif season to finalize the start of procurement date, number and names of the PACS / LAMPCS / FPO and location of RMCs, fix number of days of procurement and review the preparedness in the district and take decisions in any matter relating to procurement not specified in this policy for improving the procurement operations. The Collector & District Magistrate shall appoint officers as Nodal Officers for each block to ensure that farmers do not face any difficulty in selling their FAQ Ragi and getting the MSP. Chief District Agriculture Officer of the district shall convene the DLPC for millet procurement.
- 5.3. **PACS / LAMPCS / FPO level Procurement Committee:** A PACS / LAMPCS / FPO level procurement committee will be constituted at each society with its secretary as the convener. The local R.I. (Revenue), VAW (Agriculture), three farmers of the area, EO's of GPs (within the jurisdiction of the PACS/LAMPCS/FPO), FA of OMM will be members of the committee. Block Development Officer (BDO) of the block under which society is located shall notify the committee. A panel of names of the farmers covering all the villages shall be given by the societies to BDO to choose three farmers for the committee. The names shall be so chosen as to represent one farmer from areas covered by each RPC. If there are more than three RPCs, two more can be chosen, taking the number of farmer representatives to five at the maximum. This exercise should be completed by all BDOs by October 30th, 2020.
- 5.4. **Enlistment of PACS / LAMPCS / FPO:** Each PACS / LAMPCS / FPO shall register their details including mobile phone number of the Secretary in the specified online portal. Collector & District Magistrate with the help of CDAO, DRCS and representative of Programme Secretariat (WASSAN) and any other officer deemed suitable by the Collector & District Magistrate shall prepare a list of capable PACS/LAMPCS/FPO which will participate in Ragi procurement operation as agents of TDCCOL. A district level training programme of procuring societies should be conducted after finalising the Mandi/Ragi Procurement Centres.
6. **Funds for Procurement:** To take up the procurement of Millets under "Special Programme for Promotion of millets in Tribal Areas in the State" (OMM) during KMS 2020-21, the Govt. in Agriculture and Farmers Empowerment Department will provide funds to TDCCOL for the targeted quantity calculated at the provisional cost fixed by the Govt in advance.
7. **Storage:** The entire procured Ragi shall be shifted to the nearest Central Godown of TDCCOL. In absence of any Central Godown, TDCCOL may hire godowns for storing. In both the cases the stock shall be in the custody of TDCCOL. TDCCOL shall be responsible for storage up to 1 year. Extension of Storage of Ragi may be done with approval of High-Power Committee of Odisha Millets Mission.

8. **Delivery of Ragi:** As per the indent of the CDPO (for ICDS), CSO (for PDS) and DEO (for MDM), the authorized representative of the concerned departments shall lift ragi stock from TDCCOL Central Godown/TDCCOL hired godown.
9. **Authority of A & FE Department:** The Government in A & FE Department shall have the power to prescribe operational guidelines and to issue clarifications, as and when required, to achieve the objectives of this policy. These guidelines and clarifications shall be final and binding on all authorities & all processes connected there with.
10. **Raising of Bill / Finalization of Accounts:** After delivery of Ragi, the accounts relating to the operation shall be prepared by TDCCOL and submitted to A&FE Department for approval and settlement of accounts including storage.
11. **Guidelines for Empanelment of Farmer Producer Organizations (FPOs) as Block level procurement agency for procurement of Ragi under KMS 2020-21**
 - 11.1. **Farmer Producer Organizations (FPOs) as procurement agencies on pilot basis**
 - 11.1.1. **FPOs:** Farmer Producer Organizations are farmers own institutions owned and managed by them for their development. These are either Producer Companies registered under the Companies Act 1956 (amended in 2013) (Section 581 C) or Cooperatives registered under the Odisha State Co-operative Societies Act, 1962.
 - 11.1.2. **Objective:** In order to increase the outreach of the Ragi Procurement initiative of the Government of Odisha, and as an attempt to promote farmers' organizations in agriculture value chain development, FPOs supported under the Odisha Millets Mission shall be empanelled as procurement agencies for Ragi procurement in addition to or instead of LAMPCS and PACS in selected blocks of the first phase of Odisha Millets Mission. *The list of 30 eligible blocks is attached in Annexure 6.*
 - 11.1.3. **Services by FPOs:** The FPOs shall provide the following services for Ragi Procurement:
 - i. Farmer registration on MPAS online portal
 - ii. Mass awareness on MSP and FAQ, and
 - iii. Hosting the Ragi procurement centres.
 - 11.1.4. **Payment to FPOs:** TDCCOL shall divert the following costs to empanelled FPOs in selected blocks from of the costs being provided to TDCCOL by Department of Agriculture and Farmers Empowerment, in return for the above services:
 - i. RMC fee @ 1% of MSP (for provision of infrastructure for hosting the procurement centres and conducting mass awareness on FAQ and MSP)
 - ii. Mandi labour charges (as applicable per quintal for PACS / LAMPCS)
 - iii. Commission to FPOs per quintal of Ragi (as applicable per quintal for PACS / LAMPCS)
 - 11.1.5. ***This has no additional cost implications to the Department of Agriculture and Farmers Empowerment, Odisha or the TDCCOL.***
 - 11.2. **Modalities of intervention**

Under Odisha Millets Mission, about 63 Farmer Producer Organizations (FPOs) in as many blocks have been formed and selected as partner Community Based Organization (Partner CBO) for smooth implementation of the programme. Thus, the following modalities are proposed for procurement of Ragi through FPOs.

11.3. Criteria for selection of blocks

Blocks fulfilling the following conditions shall be selected:

- 11.3.1. Only first phase districts and blocks will be selected for KMS-2020-21. The first phase Districts are Koraput, Malkangiri, Rayagada, Nuapada, Gajapati, Kalahandi and Kandhamal. A list of 30 first phase blocks in these districts is attached in Annexure 6.
- 11.3.2. Blocks having a projected Ragi surplus of at least 2000 quintals (to ensure a decent net profit for the FPO).
- 11.3.3. Blocks where geographical distance is high between cluster of Ragi cultivation and LAMPCS/PACS.
- 11.3.4. Blocks where paddy volumes are too high for the LAMPCS/PACS to work effectively on Ragi procurement.
- 11.3.5. Blocks where there have been experience of procurement by the Government is lower than potential due to low outreach or shortfall in farmer registration or overburdened LAMPCS / PACS due to paddy procurement at the same time.
- 11.3.6. Any other block deemed suitable by the District Collector based on potential.

11.4. Criteria for FPOs to be selected as Procurement Agencies for Ragi

FPOs fulfilling the following conditions shall be selected:

- 11.4.1. To be a Block level procurement agency FPO must be a registered body. It should either be a Cooperative registered under the State Cooperatives Act of Odisha or a Producer Company registered under the Companies Act.
- 11.4.2. For KMS 2020-21, only the FPOs being promoted under the Odisha Millets Mission will be selected.
- 11.4.3. The proposed FPO should not be a defaulter of loan from any public or private bank.
- 11.4.4. The FPO should not be blacklisted by the government.
- 11.4.5. Scoring of FPOs will be done for selection based on criteria regarding institutional and financial health of the FPO. The FPOs attaining higher marks in the scoring will be selected. *The detailed scoring sheet is attached in Annexure 7.*
- 11.4.6. Only one FPO will be selected in a block for Ragi Procurement.

11.5. Process of empanelment of FPOs as block level procurement agencies for Ragi Procurement

- 11.5.1. **Screening:** Screening of existing FPOs in first phase blocks will be done by the Programme Secretariat, OMM (WASSAN). Programme Secretariat (WASSAN) will recommend blocks and FPOs to the CDAO-cum-PD, ATMA in consultation with Facilitating Agency, FPOs and TDCCOL. It will also recommend if the FPO should be made responsible for the entire block or a part of the block.
- 11.5.2. **Verification by CDAO:** CDAO-cum-PD, ATMA shall finalise the list of FPOs after verification and propose it to DLPC for final approval. Programme Secretariat (WASSAN) will provide necessary support to the CDAO for verification.
- 11.5.3. **Approval under DLPC:** Final approval of FPOs shall be done by the DLPC in chairmanship of Collector & District Magistrate.

- 11.5.4. Jurisdiction of FPOs:** DLPC will decide on jurisdiction of FPO. It shall notify whether:
- 11.5.4.1.** *The FPO is responsible for Ragi procurement for the entire block*
 - 11.5.4.2.** *FPO and LAMPCS / PACS are responsible for a part of block each*
- Accordingly, arrangements will be made on M-PAS by TDCCOL.
- 11.5.5. Tripartite Agreement:** Tripartite agreement will be signed between PD ATMA, TDCCOL and FPO, to empanel FPO as procurement agency for Ragi.
- 11.5.6. Listing on M-PAS:** TDCCOL shall list the FPO in M-PAS system and provide the FPO with a Login ID, a Password and Digital Signature Certificate (DSC). TDCCOL shall provide the information regarding previous year's (KMS 2019-20) registered farmers to selected FPO in MPAS for renewal of farmers registration for KMS 20-21 in accordance with the jurisdiction allotted to the FPO.
- 11.6. Activities to be conducted by FPOs for Ragi Procurement after empanelment**
- 11.6.1. Farmer Registration:**
 - 11.6.1.1.** FPOs will print or arrange required number of new registration or renewal forms for farmer registration.
 - 11.6.1.2.** FPOs shall facilitate the submission of registration forms by the farmers along with required supporting documents.
 - 11.6.1.3.** FPOs shall digitize the forms on M-PAS portal.
 - 11.6.1.4.** FPOs shall provide list of farmers for land and bank verification to TDCCOL.
 - 11.6.1.5.** Post verification, FPOs shall generate token for farmers.
 - 11.6.2. Mass Awareness on MSP and FAQ of Ragi:**
 - 11.6.2.1.** FPOs shall conduct village level campaigns on generating mass awareness among farmers on Minimum Support Price and Fair Average Quality of Ragi.
 - 11.6.2.2.** FPOs shall conduct training of local resource persons, progressive farmers and community leaders on safe harvesting and FAQ maintenance.
 - 11.6.3. Hosting the Ragi Procurement Centres (mandis):**
 - 11.6.3.1.** FPOs will propose the location of mandis and procurement dates suitable for farmers in consultation with TDCCOL to the CDAO. It will arrange for mandis on dates and locations decided by the DLPC.
 - 11.6.3.2.** Data Entry Operators appointed by the FPO will do the registration of farmers during the preparatory phase and record all required information on the day of mandis.
 - 11.6.3.3.** Basic procurement tools like tarpaulin, moisture metre, weighing machine will be provided by FPO from Community Managed Seed Centres and Custom Hiring Centres established under Odisha Millets Mission. Additional arrangements may be done if required.
 - 11.6.3.4.** TDCCOL will provide gunny bags to the FPOs for transfer of Ragi into uniform bags at the centre.
 - 11.6.3.5.** Quality shall be assured by the Marketing Officer appointed by TDCCOL only.
 - 11.6.3.6.** FPOs will maintain all the documents and registers as applicable for LAMPCS / PACS, as specified in this guideline.
 - 11.6.3.7.** Lifting of stock and payment of farmer will be done by TDCCOL.

11.7. M & E framework

- 11.7.1. The performance of FPO, acting as a block level procurement agency, will be monitored by the Collector and District Magistrate in review meetings.
- 11.7.2. Regular monthly review meetings will be done, chaired by the BM TDCCOL of the district.
- 11.7.3. Procurement data and information will be provided by TDCCOL.
- 11.7.4. FPO will present the monthly status report regarding farmer registration, mandi point selection, awareness on procurement, FAQ training, mandi date etc, at the review meeting.

It is requested that suitable instructions may kindly be issued to the field functionaries to render necessary assistance for smooth registration of farmers, procurement of Ragi at MSP and distribution under state nutrition programmes (ICDS/MDM) and the Public Distribution System (PDS).



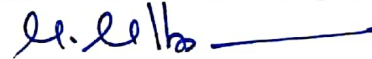
Principal Secretary to Govt.

Agriculture & Farmers' Empowerment Department

Memo No. - 23307

Date: 20.10.2020

Copy forwarded to PS to Minister, A&FE for kind information of Hon'ble Minister, Agriculture and Farmers Empowerment.



Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23308

Date: 20.10.2020

Copy forwarded to OSD to Chief Secretary for kind information of Chief Secretary, Government of Odisha.




Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23309

Date: 20.10.2020

Copy forwarded to PS to Development Commissioner-cum-Additional Chief Secretary, Planning & Convergence Department, Government of Odisha for kind information of the Development Commissioner.

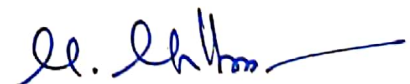


Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. - 23310

Date: 20.10.2020

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Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23311

Date: 20.10.2020

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Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23312

Date: 20.10.2020

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Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23313

Date: 20.10.2020

Copy forwarded to Director, NCDS Bhubaneswar/Programme Secretariat, WASSAN/ Agriculturist, Department of A&FE for information and necessary action.

Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Memo No. 23314

Date: 20.10.2020

Copy forwarded to PS to Principal Secretary, Agriculture and Farmers' Empowerment, Government of Odisha for kind information of the Principal Secretary, Agriculture and Farmers' Empowerment.

Director of Agriculture and Food Production,
Odisha, Bhubaneswar

Annexure 1 Fair Average Quality for Ragi

The Ragi shall be dried and matured grains of Eleusine coracana. It shall have uniform size, shape and colour. It shall be in sound merchantable condition and also conforming to PFA standards.

Ragi shall be sweet, hard, clean, wholesome and free from moulds, weevils, obnoxious smell, Argemonemexicana and Lathyrussativus (Khesari) in any form, colouring matter, admixture of deleterious substances and all other impurities except to the extent indicated in the schedule below:

SCHEDULE OF SPECIFICATION

S. No	Refractions	Maximum Limits (%)
1	Foreign matter*	1
2	Other foodgrains	1
3	Damaged grains	1
4	Slightly damaged grains	2
5	Moisture content	12

* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

N.B

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard "Method of Analysis for Foodgrains' Nos IS: 4333 (Part-I): 1996 and IS:4333 (Part-II) : 2002 and "Terminology for foodgrains" IS : 2813 - 1995 as amended from time to time.
2. The method of sampling is to be followed as given in Bureau of Indian Standard "Method of sampling of cereals and pulses' No: IS 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for foreign matter, the poisonous seeds shall not exceed 0.5% of which Dhatura and Akra Seeds (Vicia species) not to exceed 0.025% and 0.2% respectively.
4. Kernels with husk will not be treated as unsound grains. During physical analysis the husk will be removed and treated as organic foreign matter.

(Source: GOI, Ministry Agriculture and cooperation, 2009-2010)

Annexure 2: Schedule for Ragi Procurement under KMS 2020-21

Sr. No	Activity	Timeline	Responsibility
1	Opening of M-PAS portal	10 th Oct 2020	TDCCOL
2	Centralized printing of farmer registration forms and handing over to concerned DRCS/ARCS	10 th Oct 2020	TDCCOL
3	Distribution of forms to participant LAMPCS / PACS / FPOs in the district	10 th Oct 2020	TDCCOL
4	Filling of forms and digitization by LAMPCS / PACS / FPO	10 th Oct to 31 st Dec 2020	LAMPCS / PACS / FPO
5	Finalization of mandi points and volume to be procured by the District Level Procurement Committee (DLPC)	15 th Oct 2020	District Collectors
6	Awareness campaigns to popularize procurement of FAQ grade ragi at Mandi	15 th Oct 2020 to 15 th Feb 2021	RMC, TDCCOL, CDAO
7	Registration of farmers on M-PAS	from 1st Oct to 31st Dec 2020	LAMPCS / PACS / FPO
8	Verification of land and bank account of farmers	15 th Oct 2020 to 15 th Jan 2021	TDCCOL
9	Update of verified list of farmers	15 th Nov 2020 to 31 st Jan 2021	TDCCOL
10	Generating token for procurement	15 th Nov 2020 to 31 st March 2021	TDCCOL
11	Opening of Ragi Procurement Centres (Mandis)		
11.1	In Gajapati	15 th Nov 2020 onwards	TDCCOL
11.2	In other 13 districts	15 th Dec 2020 onwards	TDCCOL
12	Payment to farmers	Within 3 days of sale at Mandi point	TDCCOL
13	Closing of Ragi Procurement Centres (Mandis)	31 st March 2021	TDCCOL

Annexure - 03.



**ଓଡ଼ିଶା ସରକାର
ଆଦିବାସୀ ଉନ୍ନୟନ ସମବାୟ ନିଗମ ଓଡ଼ିଶା ଲିଡ଼
ଡାକ୍ତାରି ରେକର୍ଡିଂସ୍ଟେସନ ଫର୍ମ**

A. ଆବେଦନ ବିବରଣୀ

1 ନାମ 7 ଭାଗ 14 ବନ୍ଧନ ନାମ
 2 ଠିକଣା 8 ଦଳ୍ପ (ପିଏସ୍/ଆର୍) 9 ପରିବାର ସଦସ୍ୟଙ୍କ ସଂଖ୍ୟା 15 ଶିକ୍ଷା ନାମ
 3 ବ୍ୟବସାୟ 10 ବର୍ତ୍ତମାନ ନାମ 16 ପୋଷାକ ନମ୍ବର
 4 ଠିକଣା ସର୍ଚ୍ଚ ନଂ 11 ଲୋକାଳୟ ନମ୍ବର 17 IFS Code
 5 ଗ୍ରାମ ପୁସ୍ତକାଳୟ ନଂ 12 ପରିଚୟ ପତ୍ର (ଲୋକାଳୟ ସହିତ ଦେଖନ୍ତୁ) KCC BKKY EPIC 18 KMS ବର୍ଷ 20 ଅଧ୍ୟାୟ ନମ୍ବର
 6 ପିନ୍ କୋଡ୍ 13 ପରିଚୟ ପତ୍ର ନଂ

20.A ଅଧ୍ୟାୟ ନମ୍ବର Enrollment ନମ୍ବର (ପରି ଅଧ୍ୟାୟ ନମ୍ବର ଆଦିବାସୀଙ୍କ ବିକଳ ପତ୍ରରୁ ଅଧ୍ୟାୟ ନମ୍ବର enrollment ନମ୍ବର ନେଉନ୍ତୁ)

B. ଚଳାଣୀ ସମ୍ବନ୍ଧରେ ବିବରଣୀ

କ୍ର. ନଂ	ପରିସର	ଲେକ୍ସିକାଲ ନମ୍ବର	ଗ୍ରାମ / ଖେଟା	ଶିକ୍ଷା ନମ୍ବର	ଜମି ମାଲିକ (ଖାତାଦାର)ଙ୍କ ନାମ	ଜମି ମାଲିକଙ୍କ ସହ ଚାଷୀଙ୍କ ସମ୍ପର୍କ (ଭ. ପୁଅ, ନାତି, ଭାଇଭଉଣୀ ଇତ୍ୟାଦି)	ଜମି ପରିମାପ (ଏକରରେ)		ଜିଏମ୍/ FRA Land	ଉପରୋକ୍ତ ଜମି (ବେନାମ/ଜିଏମ୍/ବୋଧକୃଷ୍ଣ)
							ପୂର୍ବ ଅନୁପ୍ରାପ୍ତ	ପ୍ରାଥମିକ ଅନୁପ୍ରାପ୍ତ		
1										
2										

ଟି.ଡି. - ଯଦି ଆପଣଙ୍କ ଜମି ଦୁଇଟି ଖାତାରୁ ଅଧିକ ଖାତାରେ ଅଛି ତେବେ ଉପରୋକ୍ତ ଖାତାରେ ଅଧିକ ସୂଚନା ଗୁଡ଼ିକ ପୂର୍ଣ୍ଣ କରିବାକୁ ହେବ ।

For Office use

Application No.

Date of Receipt (DD/MM/YY)

ସାତ୍ତ୍ଵେନ - ମୁଁ ଏହାକୁ ସାତ୍ତ୍ଵେନ କରୁଅଛି ଯେ, ଉପରୋକ୍ତ ବିବରଣୀ ମୋ ଜ୍ଞାତସାରେ ସତ୍ୟ ଅଟେ ।
 ଯଦି ମୁଁ ଭୁଲ୍ ସୂଚନା ଦେଇଥାଏ, ତାହେଲେ ଆଇନ ଅନୁସାରେ ଦଣ୍ଡିତ ହେବି ।

ଓଡ଼ିଶା ସରକାର



ଓଡ଼ିଶା ସରକାର
ଆଦିବାସୀ ଭରଣ୍ୟ ସମବାୟ ନିଗମ ଓଡ଼ିଶା ଲିମି
ଗଣା ରେକର୍ଡିଂସ୍ତର ଅତିରିକ୍ତ ଫର୍ମ

B. ଗଣ ରେକର୍ଡିଂ ବ୍ୟବସ୍ଥା (ପ୍ରମାଣ)

Farmer Code :

ଅତିରିକ୍ତ ଫର୍ମ ସଂଖ୍ୟା

କ୍ର. ସଂଖ୍ୟା	ପ୍ରଦାନ	ରେକର୍ଡିଂ ସଂଖ୍ୟା	ପ୍ରାନ୍ତ / ମୌଜା	ଭାଗ ନମ୍ବର	କୌ ନାମିତ (ଆଧାରକାରୀ)ର ନାମ	କୌ ନାମିତଙ୍କ ପତ୍ନୀଙ୍କ ନାମ (କ. ପୁତ୍ର, କ.ପି. ଆଦିର ନାମ)	ପୂର୍ବ ନମ୍ବର	କୌ ପରିମାଣ (ବର୍ଗଗଜ)		ଭିଏ/ FRA Land	କେଉଁଠିର ଗଣ (କେଉଁଠି/କିଏ/କେଉଁଠି)
								କେଉଁ ଅନୁପ୍ରାପ୍ତ	କେଉଁ କେଉଁଠି		

For Office use

Application No. (କେଉଁ ନମ୍ବର ଦିଆଯାଇ ପୁରା ପୂର୍ଣ୍ଣ ହେବା ପରେ ଅନୁପ୍ରାପ୍ତ)

Authn. No.

ସୂଚନା - କୌ କେଉଁଠିର ଗଣକାରୀ କେଉଁଠି ଡି, କେଉଁଠିର ଗଣକାରୀ କେଉଁଠି ଗଣକାରୀର ସମ୍ପର୍କ ଅଟେ ।
 କେଉଁ ନମ୍ବର କେଉଁଠିର ଗଣକାରୀ, କେଉଁଠିର ଗଣକାରୀ କେଉଁଠି ଅଟେ ।

ଗଣକାରୀ ନିମ୍ନ ଲିଖିତ ନାମରେ

(ନମୁନା ପର୍ମ)

ଭାଗ ଚାଷୀଙ୍କ ଦ୍ଵାରା ମାଣ୍ଡିଆ ବିକ୍ରି ପାଇଁ ସମ୍ମତି ପତ୍ର

ପ୍ରାପକ,

ମାନନୀୟ ସମ୍ପାଦକ

ପ୍ରାଥମିକ କୃଷି ସମବାୟ ସମିତି* _____/

ବୃହତ ଆଦିବାସୀ ବହୁମୁଖୀ ସମବାୟ ସମିତି* _____/

ବିଷୟ: ଭାଗ ଚାଷୀଙ୍କ ଦ୍ଵାରା ମାଣ୍ଡିଆ ବିକ୍ରି ପାଇଁ ସମ୍ମତି ପତ୍ର

ମହାଶୟ/ ମହାଶୟା,

ନିମ୍ନ ବର୍ଣ୍ଣିତ ଚାଷ ଜମିର ମୁଁ ଖାତା ମାଲିକ ଅଟେ । ବିଭିନ୍ନ କାରଣରୁ ଚଳିତ ଖରିଫ/ ରବି* ରତ୍ନ 201 9-2020
 ବ୍ୟକ୍ତର ଲାଭରେ ଉକ୍ତ ଜମିକୁ ଚାଷ କରିପାରୁନଥିବାରୁ ମୁଁ ଉକ୍ତ ଜମିକୁ ଶ୍ରୀ _____ ପି/ ସ୍ଵାମୀ
 _____ ଗ୍ରାମ/ପୁର ନଂ _____ ଗ୍ରା.ପ./ଖାର୍ତ୍ତ ନଂ _____, ବ୍ଲକ/ ସହରାଞ୍ଚଳ _____
 ତହସିଲ _____, ଜିଲ୍ଲା _____ କ ଦ୍ଵାରା ଚାଷ କରାଉଛି ।

ତହସିଲ	ମୌଜା	ଖାତା ନମ୍ବର	ପୁର ନମ୍ବର	କିସମ	ରକବା	ଭାଗ ଚାଷରେ ଲାଗିଥିବା ପରିମାଣ

ଦର୍ଶିତ ଜମିରୁ ଉତ୍ପାଦିତ ମାଣ୍ଡିଆ ର ଶତକଡ଼ା _____ ଭାଗ ଚାଷୀ ଶ୍ରୀ _____ କୁ ସରକାରୀ ମାଣ୍ଡିଆ
 ସଂଗ୍ରହକାରୀ ସଂସ୍ଥାକୁ ଚଳିତ ଖରିଫ/ ରବି ରତ୍ନ*ରେ ବିକ୍ରି କରିବା ପାଇଁ ମୋର ସମ୍ମତି ପ୍ରଦାନ କରୁଛି ।

ଏହି ସମ୍ମତି କେବଳ ମାଣ୍ଡିଆ ବିକ୍ରି ପାଇଁ ଉଦ୍ଦିଷ୍ଟ ଅଟେ ଏବଂ ଅନ୍ୟ କୌଣସି ଉଦ୍ଦେଶ୍ୟରେ ବ୍ୟବହାର ଯୋଗ୍ୟ ନୁହେଁ ।
 ଆପଣଙ୍କ ବିଶ୍ଵସ୍ତ

(ସ୍ଵାକ୍ଷର)

ନାମ : _____

ଗ୍ରାମ : _____

ଗ୍ରା.ପ : _____

ବ୍ଲକ : _____

ଜିଲ୍ଲା : _____

ମୋବାଇଲ ନଂ: _____

*ଯେଉଁଟି ପ୍ରକୃତ୍ୟ, ତାହା ଚିକ୍ ମାରି ଦର୍ଶାନ୍ତୁ ।

ନମୁନା ପତ୍ର

ମାଣ୍ଡିଆ ଚାଷ ପ୍ରମାଣ ପତ୍ର (FRA land)

ମୁଁ ଶ୍ରୀ /ଶ୍ରୀମତୀ _____ ପିତା /ମାତା
 /ସ୍ୱାମୀ _____ ଗ୍ରାମ _____ ପଞ୍ଚାୟତ
 _____ ବ୍ଲକ୍ _____ ସ୍ୱତନ୍ତ୍ର ଭାବେ ଘୋଷଣା କରୁଛି ଯେ
 ଆମର ଜଙ୍ଗଲ ଜମି (FRA land) ନମ୍ବର _____ ମଧ୍ୟରେ ଥିବା _____ ଏକର ଜମି
 ମଧ୍ୟରୁ _____ ଏକର ଜମିରେ ଆମେ ମାଣ୍ଡିଆ ଚାଷ କରିଅଛୁ, ସେଥିରୁ ଉତ୍ପାଦିତ ମାଣ୍ଡିଆକୁ
 ସରକାରଙ୍କ ଅନୁମୋଦିତ ହାରରେ ବିକ୍ରି କରିବା ପାଇଁ ଇଚ୍ଛୁକ ଅଛୁ ।

ତାରିଖ

ଚାଷୀଙ୍କ ସ୍ୱାକ୍ଷର/ଟିପ ଚିହ୍ନ*

* ଚାଷୀର ଟିପ ଚିହ୍ନକୁ OMMର ସହାୟକ ସଂସ୍ଥା (FA) ପ୍ରମାଣନ କରିବେ

ଏତଦ ଦ୍ୱାରା ସରକାରୀ ତଦନ୍ତରୁ ପ୍ରମାଣିତ ହେଉଛି କି ଶ୍ରୀ / ଶ୍ରୀମତୀ _____
 _____ ପିତା/ମାତା/ସ୍ୱାମୀ _____ ଗ୍ରାମ _____ ବ୍ଲକ୍ _____
 ତାଙ୍କର ଜଙ୍ଗଲ କିମ୍ବା ଜମି (FRA Land) ରେ ଥିବା _____ ଏକର ଜମି ମଧ୍ୟରୁ _____ ଏକର ଜମିରେ
 ମାଣ୍ଡିଆ ଚାଷ କରିଅଛନ୍ତି । ଶ୍ରୀ / ଶ୍ରୀମତୀ _____ ତାଙ୍କର _____ ଏକର ଜମିରୁ ଉତ୍ପାଦିତ ମାଣ୍ଡିଆକୁ
 ନିର୍ଦ୍ଧାରିତ ପରିମାଣର ମାଣ୍ଡିଆ TDCCOL ମାଧ୍ୟମରେ କ୍ରୟ କରିବା ପାଇଁ ସୁପାରିସ କରାଗଲା

ସରପଞ୍ଚ/ଗ୍ରାମ କୃଷି କର୍ମଚାରୀ (VAW) /କୃଷି ପରିଦର୍ଶକ(AO)

ସ୍ୱୀକୃତି ଅଧିକାରୀଙ୍କ ଦସ୍ତଖତ

ସହକାରୀ କୃଷି ଅଧିକାରୀ

Annexure 6: List of 1st phase blocks of Odisha Millets Mission

List of First Phase blocks of Odisha Millets Mission

Sr. No	District	Block
1	Gajapati	Gumma
2	Gajapati	Mohana
3	Gajapati	R.Udayagiri
4	Gajapati	Rayagada
5	Kalahandi	Bhawanipatna
6	Kalahandi	Lanjigarh
7	Kalahandi	Narla
8	Kalahandi	Th.Rampur
9	Kandhamal	Daringbadi
10	Kandhamal	Kotagarh
11	Kandhamal	Phiringia
12	Kandhamal	Raikia
13	Koraput	Boipariguda
14	Koraput	Borigumma
15	Koraput	Dashmanthpur
16	Koraput	Kundra
17	Koraput	Lamtaput
18	Koraput	Nandapur
19	Koraput	Semiliguda
20	Malkangiri	Chitrakonda
21	Malkangiri	Khairput
22	Malkangiri	Korukonda
23	Malkangiri	Mathili
24	Nuapada	Boden
25	Nuapada	Komana
26	Nuapada	Sinapali
27	Rayagada	Chandrapur
28	Rayagada	Gudari
29	Rayagada	Gunpur
30	Rayagada	Rayagada

Annexure 7: Scoring Sheet for selection of FPOs as block level procurement agencies for Ragi procurement under Odisha Millets Mission

Scoring Sheet for FPO Selection as Block Level Procurement Agency for Ragi Procurement

Odisha Millet Mission 2020-21

Name of FPO: _____

Block: _____

District: _____

Names and Designation of the Verification Team:

SN	Name of the Team member	Designation
1		
2		
3		
4		
5		

Scoring Sheet for Farmer Producer Organisations for Block level procurement agency for Ragi

Sr. No	Areas for Rating	Criteria	Scores	Marks
1	Years of Existence	More than 5 years	10	
		2 to 5 Years	5	
		Less than 2 years	2	
2	Size of FPO	Above 200 members	10	
		51 to 200 members	5	
		Below 50 members	2	
3	Landholding of members	All members are small and marginal farmers	10	
		50% members are small and marginal farmers	5	
		Less than 50% are small and marginal farmers	2	
4	Profile of members	>80% members are Women, SC/ST Farmers	10	
		60 to 80% members are Women, SC/ST Farmers	5	
		<60% members are Women, SC/ST Farmers	3	
5	Meeting - frequency, time and place	Monthly	10	
		Quarterly	5	
		Irregular	2	
6	Attendance of Board of Directors at meeting in last 10 meetings	>80%	10	
		60-80%	5	
		Less than 60%	2	
7	Rules and regulations	Everyone is involved and rules documented	10	
		Rules are not always followed	5	
		Verbal/ Non-Existent	2	
8	Share Capital Collection	Share Capital collected from all members	10	
		Share Capital collected but not from all members	5	
		Share Capital not collected	0	
9	Member involvement in Production / Marketing related activities	More than 80% of the members	10	
		50% to 80% of the members	5	
		Less than 50% of the members	2	
10	Loan repayments by FPO to Banks/FI	>80% loan repayment as per schedule	10	
		60-80% loan repayment as per schedule	5	
		Less than 60% timely loan repayment	2	
11	Books and Accounts	Books, accounts & registers are maintained	10	
		All records are maintained but not updated	5	
		No maintenance of books and accounts	0	
12	Turnover	Greater than Rs 500000 per year	10	
		Between Rs 250000 to Rs 500000 per year	5	
		Rs 100000 to Rs 200000 per year	2	
		Less than Rs 10000	0	

13	Annual Audit	Audit done regularly	10	
		Audit not done regularly	5	
		Audit not done	0	
14	Area Coverage of FPO	Members from more than 70% of villages of the Block	10	
		Members from more than 50% and less than 70% village of the Block	5	
		Members from less than 50% village of the Block	0	
15	Appointment of CEO	CEO appointed for full time	10	
		CEO appointed for part time (irregular)	5	
		CEO not appointed	0	
Total			150	

Signatures of the Verification Team with date:

1.

2.

3.

4.