

नियंत्रित/CONTROLLED



NATIONAL SEEDS CORPORATION LIMITED

**DEPARTMENTAL PROCEDURES
(IMS POLICY MANUAL 9001:2015)**

PRODUCTION

Approved by: Head of Division(s)
Effective Date: 10.06.2018


National Seeds Corporation Limited
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INDEX

- 1. Monitoring of Production & Marketing target**
 - a. Format for Annual Seed Sale Demand
 - b. Format for Proposed/Revised Production Targets
 - c. Format for proposed/revised certified/foundation seed production programme for Rabi/Kharif
 - d. Procedure for finalization & Monitoring of Production and Marketing targets
 - e. Quality Plan for Finalization & Monitoring of Production & Marketing Targets
 - f. Review of Foundation/Certified/Quality Seed Production Programme
- 2. Planning of breeder seed & production of foundation and certified seed**
 - a. Breeder Seed Indent/Allotment & Lifting Position
 - b. Procedure for Planning of breeder seed and production of foundation and certified seed
 - c. Quality Plan for breeder, foundation & certified seed
- 3. Procurement of seed**
 - a. Format for Debit Memo
 - b. Format for forwarding Samples for Seed Analysis
 - c. Format for Agreement
 - d. Format for Certification Materials Used
 - e. Format for Growers Cash Memo
 - f. Format for Seed Directory
 - g. Format for Seed Return Form
 - h. Format for Sample Coupon
 - i. Format for Inspection Delivery & Payment Note
 - j. Procedure for Procurement of Seed
 - k. Quality Plan for Procurement of Seed
 - l. Format for Schedule of Deduction
 - m. Format for Seed Processing Report
 - n. Format for Seed Receipt & Advance Form

- o. Procurement Policy and other terms and conditions for Growers under Growers production programme**

 <p>एनएससी NSC</p> <p>Approved By: <i>hah</i></p>	<p>Format for Annual Seed Sale Demand</p>	<p>Doc No:F/Prod/01/01 Issue No: 02 Page No: 01 of 01 Page Rev No: 00 Effective Date: 10-06-2018</p>
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No:

Dated:

The Regional Manager,
National Seeds Corporation Ltd.,

The importance of forecasting/assessing seed demand well in advance needs no emphasis. Seed Production Planning/Implementation is demand driven. A well though estimate is necessary. Therefore, please indicate your regions tentative requirement crop-variety wise-quarter wise for the year _____ in the following format:



Tentative Seed Requirement for sale in _____

S.No.	Crop	Variety	Seed Requirement for sale in					Remarks
			1stQtr.	2nd Qtr.	IIIrd Qtr.	IVth Qtr.	Total	
1	2	3	4	5	6	7	8	9

- 2) Please include all the crop-varieties relevant for the region both in field and vegetable crops. In this exercise, apart from varieties/hybrids already in NSC's product range, please do include all such promising/superior hybrids/varieties of both public and private sector not in NSC's product range but have good sale prospects. This will facilitate consideration for organizing production/outourcing.

Will appreciate receiving your response by _____. Matter important.

Head (Mktg)

 Approved By: 	Format for Proposed/Revised Production Targets	Doc No: F/Prod/01/02A Issue No.: 02 Page No: 01 of 01 Page Rev No: 00 Effective Date: 10-06-2018
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No.

Dated:

The Regional Manager,
National Seeds Corporation Ltd.,

Sir,

Please find enclosed herewith the Foundation/Certified Seed Production programme of _____ to be organized during Rabi/Kharif _____. The following points may be kept in view.

1. The programme is quantity oriented, area indicated is only notional. RM may decide area to achieve the target as per past experience in the region.
2. No labeled seed is to be produced without prior approval of the competent authority.
3. Carryover foundation seed is to be used first.
4. Receiving units are responsible to get their planting material from the sources indicated therein.
5. Certified Stage-I seed should be utilized only with the approval of the concerned SSCAs.
6. The revalidated CS-I stage should be immediately be released for sale under intimation to GM(Mktg) as soon as foundation seed is arranged.
7. Foundation seed may be procured from local SSC/Govt. agency to meet the shortfall of foundation seed, if any, for production of certified seed.
8. The procurement should be done only as per actual target. No excess procurement without prior approval of Head Office.

Programme has been allotted for Rabi/Kharif _____ season only. The Planting Material may be arranged accordingly, so that seed may be available for marketing time.

The dispatching units are requested to arrange the dispatches of planting material on priority and intimate the details of the same to HO.

Yours faithfully,

Head (Prodn)

Encls: as above.




Approved By:



Format for proposed/revised certified/foundation seed production programme for Rabi/Kharif

Doc No.: FProd/01/02
Issue No:02
Page No: 01 of 01
Page Rev. No:00
Effective Date: 10-06-2018

Area in Hecht.
 Qty. in Qtls.

S.No	Crop/Variety	HO Allotment			Planting Material required	Source
		Region	Area	Prodn		

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 <p>एन एस सी NSC</p> <p>Approved by: </p>	<p>Procedure for finalization & Monitoring of Production and Marketing targets.</p>	<p>Doc: P/Prod/01 Issue No.: 02 Page :01 of 03 Page Rev No.: 00 Effective date:</p>
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10-06-2018

1.0 Purpose: To establish and operate a system of finalization of Production and Marketing Targets.



2.0 Scope : Production and Marketing targets for the financial year.

3.0 Overall Responsibility : Head Marketing and Head Production at HO
R.O. Head at Regional Office

S.No.	Activity Description	Responsibilities	Ref Doc./Record
1.	<p><u>Receipt of Marketing Demands:</u> The annual marketing demands are assessed based on information received from various regional offices (crop variety wise indicating location wherever required with tentative date). The marketing demands are reviewed by Head of Marketing at H.O. After finalization, production indent is sent to Production at H.O.</p>	RM Head(Marketing)	Format for annual seed sale demand (F/Prod/01/01)
2.	<p><u>Review & Finalization of Production & Marketing Target at H.O.:</u> Based on the availability of planting material/seeds in various R.O. Regions and the estimated production potential/ cropping pattern, the production targets are decided for each region. If the planting material is not available outsourcing is also done.</p>	Pricing Committee Head: Prodn.	Format for covering letter (F/Prod/01/02A) Proposed production targets (F/Prod/01/02)
3.	<p><u>Review of production targets at R.O. level:</u> Unit wise production targets are decided based on Production potential, Processing & Storage capacity and production targets allotted to RO by HO and requirement of local sale. If any changes are required, the proposal along with justification for revision of targets is forwarded to H.O. Production.</p>	RM	

 <p>एन एस सी NSC</p> <p>Approved by: </p>	<p>Procedure for finalization & Monitoring of Production and Marketing targets.</p>	<p>Doc: P/Prod/01 Issue No.: 02 Page :02 of 03 Page Rev No.: 00 Effective date: 10-06-201</p>
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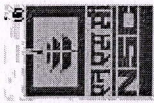
4.	<p>The proposal for revision of targets and from ROs is reviewed in approved by MD. totality based on the request received from all regions by H.O. (Prodn.). If considered necessary the revised targets are finalized and approved by H.O. (Prodn.). In case the final targets are in variation with the marketing targets by more than (+-) 5%, then marketing is informed to enable making alternative arrangement. The revised production target Document is forwarded to all the regions.</p> <p>The concerned R.Os are informed again about the revised target. (These targets so finalized shall be approved by Management.)</p>	<p>Head (Prodn.) and MD. production target.</p> <p>Head (Prodn)/ Head(MKtg)</p>	<p>Revised received (F/Prod/01/02)</p>
5.	<p>The revised final production targets documents areawise are forwarded to Area Office by RM.</p>	RM	<p>Revised target document.</p>
6.	<p>Monitoring of production targets: A). At RO level: Crop seasons are divided in 3 seasons Rabi, Kharif and summer. The areawise production progress reports are generated by Area Incharge on monthly basis and submitted to RM for review. During review by RM, if some crops/varieties are found falling short of targets, then efforts are made to fulfill overall regional targets by increasing the targets of other area offices to the extent possible. The RO wise performance is compiled and forwarded to HO (Prodn.) by all the Regional Managers. B). At HO level: The actual achievement level at different stages of crop production is compiled for all regions and the</p>	<p>RM</p> <p>HO (Prodn.)</p>	<p>Production Progress Reports (F/Prod/01/03)</p>

 <p>एन एस सी NSC</p> <p>Approved by: </p>	<p>Procedure for finalization & Monitoring of Production and Marketing targets.</p>	<p>Doc: P/Prod/01 Issue No.: 02 Page :03 of 03 Page Rev No.: 00 Effective date: 10-06-2018</p>
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	<p>overall actual performance target is assessed variety wise.</p> <p>In case of variation/shortfall below 15% Head Office take remedial measures on the advise of Marketing. If the variation is more than 15% the report of such shortages are submitted to CMD along with proposal to compensate by additional allocation to other regions in the same or next seasons or direct procurement from market.</p>	<p>Head(Prodn)/ Head(Mktg.) (Jointly)</p>	
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Documents & Records:

1. Annual Seed Sale Demand (F/Prod/01/01)
2. Covering Letter (F/Prod/01/02A)
3. Proposed Production Targets (F/Prod/01/02)
4. Production Progress Report (F/Prod/01/03)



WMA
K

Quality Plan for Finalization & Monitoring of Production & Marketing Targets

DOC: QP/Prod/01
Issue No: 02
Page: 01 of 02
Page Rev No: 00
Effective Date: **10-06-2018**

Approved By:

S.No	Activity	Control Parameters	Controls exercised & responsibilities	Responsibility of Review/Monitoring	Frequency of Monitoring records, if any	Remarks
1	Receipt of production & Marketing demand	(i) Format of demands (II) Approval of demand (iii) Time for submission of demand	The demand shall be sent by R.O Head in the specified format. Demand shall be authenticated by R.O Head Demand shall be sent to H.O by 7 th February every year	Head (Mktg)	Annual	
2	(i) Finalization of production & marketing targets (II) Basis of target	Time for finalization of production Economy in transportation	The demand shall be finalized by February end every year While working out the production & marketing target, R.O. wise local seed production targets shall be to the extent possible to minimize transportation cost.	Head (Mktg), Head (Prod) Head (Prod)/R.O	Annual	
3	Review of targets at R.O	Time for review of targets by R.O	R.O shall review the allocated targets and send comments on deviations needed, if any to H.O by 15 th March.	R.M	After the targets are recd. from R.O.	

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(Handwritten signatures)

Quality Plan for Finalization & Monitoring of Production & Marketing Targets

DOC: QP/Prod/01
 Issue No: 02
 Page: 02 of 02
 Page Rev No: 00
 Effective Date: **10-06-2018**



Approved By:

	Revision of target & sending to RM	Time for revision of targets	If considered necessary target shall be revised/re-allocated by H.O Prodn. & sent to the concerned RM by 30 th March which in turn shall be conveyed by RM to concerned AOs by 7 th April	Head (Prod)	After the comments are received from R.O
4 & 5	Revision of target & sending to RM	Time for revision of targets	If considered necessary target shall be revised/re-allocated by H.O Prodn. & sent to the concerned RM by 30 th March which in turn shall be conveyed by RM to concerned AOs by 7 th April	Head (Prod)	After the comments are received from R.O
6	Monitoring at R.O	Intention for monitoring	<ul style="list-style-type: none"> RM shall monitor & ensure the placement of planting material at production unit as required to meet the production target. Likely shortfall of production due to non-availability of planting material should be reported to H.O within a month of allotment. Monthly production progress report shall be submitted by Area Office to RO and reviewed by RM Deviation in target and likely achievement should be reported to H.O along with suggestion to overcome the shortages. 	RM	Monthly production programme report.
7	Monitoring at H.O	Variation in target	<p>if the overall production targets vs achievement are within +/-5%, then no action is required.</p> <p>If the overall production targets Vs. achievement are more than +/-5% then report is sent to Mktg and CMD for necessary decision.</p>	Head (Mktg)/ CMD	

	Review of Foundation/Certified/Quality Seed Production Programme of	Doc No: F/Prod/01/03 Issue No:02 Page No: 01 of 01 Page Rev No:00 Effective Date: 10-06-2018
Approved By:		

Area in hect.
(Qty. in Qtls.)

S.No.	Crop/Variety	Class of Seed	HO Allotment		Sub Unit	RO Allotment		Area			Qty. Expected.	Time of Availability	Actual Procurement			Remarks		
			Area	Qty.		Area	Qty.	Organ	Planted	LAR			Raw	Clean	Procured.			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		


 Approved By: 	Breeder Seed Indent/Allotment & Lifting Position	Doc No: F/Prod/02/02 Issue No:02 Page No: 01 of 01 Page Rev No: 00 Effective Date: 10-06-2018
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Season:

Qty. in Qtls.

S.No.	Crop/Variety	Indent	GOI Allotment	Source	Qty. lifted	Remarks
1	2	3	4	5	6	7

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	<p>Procedure for Planning of breeder seed and production of foundation and certified seed.</p>	<p>Doc. No.P/Prod/02 Issue No. 02 Page No.1of 2 Page Rev. No. 00</p>
<p>Approved by:</p>		<p>Effective Date: 10-06-2018</p>


1.0 Purpose: To ensure the availability of breeder, foundation and certified seed for further multiplication to meet the market demand.

2.0 Scope : Breeder, Foundation and Certified Seeds of all variety.

3.0 Overall responsibility: GM (Prodn)

4.0 Procedure:

S.No.	Activity/Description	Responsibility	Ref. Documents/ Records
1.	<p>Estimation of tentative demand for GM(P) breeder seed, foundation seed and certified seed. Basis of Estimation Research Paper-characteristic of variety based on yield, susceptibility, acceptability & resistance to increase/decrease. Selection of varieties on the basis of NSC requirement, Market demand/feedback, Demand pattern of old varieties, Demand received from marketing (sale target)</p>		
2.	<p>Communication to the Ministry regarding breeder seed allotment.</p>	-do-	<p>Indent given through the available format on MoA portal.</p>
3.	<p>Receipt of communication regarding availability of breeder seed before the commencement of planting season of kharif crops and Rabi crops and Rabi summer crop.</p>	GM(M)/GM(P)	Ministry letter
4.	<p>Communication to concerned RO for lifting/utilization of breeder seed as advised by GOI.</p>	-do-	
5.	<p>Feedback to Ministry about the breeder seed</p>	-do-	Ministry letter
6.	<p>Review of availability of planting material including breeder seed</p>	-do-	F/Prod/02/02
7.	<p>Production planning of foundation and certified seed based on the availability of breeder seed and demand of foundation seed. Arrangement of balance foundation seed is made to make up the</p>	-do-	<p>Prodn. Planning Document</p>

 Approved by:	Procedure for Planning of breeder seed and production of foundation and certified seed.	Doc. No.P/Prod/02 Issue No. 02 Page No.2of 2 Page Rev. No. 00 Effective Date: 10-06-2018
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	shortfall.		
8.	Allotment foundation seed to concerned RO as the target.	-do-	Allotment letter
9.	Allotment of foundation seed to AO by RO for production of certified seed	RM	Letter
10.	Maintaining of production of foundation and certified seed. The reports received by RM from Area Office shall include planting material production progress.		

Documents & Records:

1. Production File.
2. Approved Production Programme
3. Format for planning indent for breeder seed allotment with Ministry of Agriculture(F/Prod/02/02)
4. Format for Breeder Seed Indent/Allotment & lifting position (F/Prodn/02/02)



Mh



Approved by:

Quality Plan for breeder, foundation & certified seed.

Doc. No. QP/Prod/02
Issue No. 02
Page:01 of:02
Page Rev. No.: 00
Effective Date: ~~10-06-2018~~



S.No	Activity	Control Parameters	Control exercised & responsibilities	Responsibility of Review/ Monitoring	Freq. of monitoring & records, if any.	Remarks
1.	Estimation of tentative demand of breeder seed	Time	❖ The tentative demand for breeder seed shall be sent to GOI in 2 years advance. ❖ Estimation shall be done by Nov. end.	GM(P)	Yearly	
2.	Communication of demand	Time	❖ As per GOI instructions or by Dec,end every year	-do-	-do-	
3.	Receipt of Communication	Contents	❖ The communication received shall contain name of crop, variety, quantity indented and quantity allotted- source of breeder seed.			
7.	Prodn. Planning	Basis	❖ On the basis of adaptability of the varieties according to agro-climatic condition/zone. The production planning of foundation seed is done based on the availability of infrastructure, processing, man power.			
8	Allotment of foundation seed	Time	❖ The foundation seed shall be allotted at least one month prior to commencement of planting season.	GM(P)	Yearly.	

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 Approved by: 	Quality Plan for breeder, foundation & certified seed.	Doc. No. QP/Prod/02 Issue No. 02 Page:02 of 02 Page Rev. No.: 00 Effective Date: 10-06-2018
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10.	Monitoring	Parameter	❖ Crop Planting season Rabi Sept-Dec Rabi summer Jan-April Kharif May-August ❖ Monitoring includes: the planting progress, expected availability of seed, Re-arrangement of planting material in case of any short fall.	-do-	-do-	
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 <p>Approved By: </p>	<p>Format for Debit Memo</p>	<p>Doc No:F/Prod/03/03 Issue No:02 Page No:01 of 01 Page Rev.No:00 Effective Date: 10-06-2018</p>
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Unit/Sub-unit
To,

Dated :

Shri/M/S.....

.....

.....

Sl.No.	Lot/Code No.	Particular	Qty. (Kg.)	Unit	Rate
		Crop/Variety			

1.

a.

b.

c.

To be paid S.S.C.A.

Receipt of N.S.C.

2. Registration Fee..... Rs.....

3. Crop Inspection Fee.....Rs/Hecht. Rs.....

4. Seed Testing Fee.....Sample Fee Rs.....

5. Processing Fee.....Qtl. Rs.....

6. Storage Charges.....Qtl. Rs/month Rs.....

7. Other Exp.

Service Tax Rs.....

Trade Tax Rs.....

Surcharge Rs.....

A&OE

Total Rs.....


- 1- Grower Copy
- 2- To be attached with Debit Memo statement.
- 3- For Store Account

Signature
For National Seeds Corporation Ltd.,



Format for forwarding Samples for Seed Analysis

Doc No: F/Prod/03/08
Issue No:02
Page No:01 of 01
Page Rev.No:00
Effective Date: **10-06-2018**

Approved By: 

Dear Sir,

The samples as detailed below are being sent by Registered Post Parcel/Regn.No. _____ Dated _____ Kindly conduct only those tests marked _____ against each sample:

S.N.	Name & address of the Grower	Crop	Variety	Foundation n/ Certified	Lot No.	Processed or unprocessed	* Tests Required			P.R. Pathological	Sample for	
							P	M	G		1 st Test	Re-test



*It is certified that above samples have been drawn as per instructions received from the Head Office.

P-Purity
M-Moisture
G-Germination
P.R.Pathological Result

Signature
Name & Designation
Address

TO ACCOMPANY SAMPLES

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 <p>एनएससी NSC</p> <p>Approved By: </p>	<p>Format for Agreement</p>	<p>Doc No: F/Prod/03/01 Issue No: 02 Page No:01 of 01 Page Rev. No.00 Effective Date: 10-06-2018</p>
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UNDERTAKING FOR CONTRACT PRODUCTION OF SEEDS/TUBER

This undertaking for arranging contract production of Seeds/Mother Blubs/Tubers for NSC is made of Date.....at.....Tal.....Distt.....State.

BETWEEN

National Seeds Corporation Ltd.RO.....

National Seeds Corporation Ltd.AO.....(Center seal)

AND

Shri/Smt.....

Aadhar Card No.

Age.....Years.....Occupation

Village..... Post.....

Taluka..... Distt.....

State..... Post.....


Phone(With STD Code)..... Mobile No.....

Bank A/C No.(Linked to Aadhar):.....

Name of the Bank Branch.....

Code No.....(same code will be treated as lot no.for seed.)

(Hereinafter called as Grower)

 Approved By:	Format for Agreement	Doc No: F/Prod/03/01 Issue No: 02 Page No:02 of 02 Page Rev. No.00 Effective Date: 10-06-2018
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The seed grower is ready to produce seeds/ seed bulbs/seed tubers hereinafter referred to as Raw Seed of varietyof crop.....of Class.....(Foundation(F-I/F-II) / Certified (C-I/C-II) /Truthful) hereinafter to be referred as "Production Programme".



In Survey No./Block No.....of Village
 P.O..... TalukaDistt
 State..... Pin..... hereinafter to be referred as
 "Production Area".

The land is.....(owned/leased). The leased land belongs to Shri.....Whose Aadhar Card No.is.....



The (Attach Copy) Production Area & Location will be specific to the above and cannot be changed by the grower unless specifically allowed for change & approved in writing by NSC. The sowing/planting will be done on area of..... and.....minimum quantity raw seed to be given to NSC shall be.....qtls.(+-5%) (on SMR basis). and shall exclusively use the same for the Production Programme. The maximum quantity shall not exceed the SMR for the estimated yield declared by SSCA after due inspection of the seed plots.

Following are the accepted terms of this contract production for mutual benefit and interest as under:

1. The grower shall pay to NSC the cost of Breeder/Foundation/Certified Seed-I, seed required for production/ seed bulbs/tubers in advance by demand draft or cash for the production programme. The cost of same is not refundable in any circumstances. The Registration, Field Inspection, Seed Testing and Certification Charges/Fees as applicable being levied by the State Seed Certification Agency will be paid by the grower in advance at the time of agreement and before each crop season except processing charges. These charges/Fees shall be non-refundable.
2. The grower shall not sell or transfer the production seed material to anyone else for whatsoever reason. NSC shall not be responsible for any quality complaints of such production seed material if disposed by grower to anyone else or if used for any other purpose.
3. The grower shall undertake that he is not taken/arranged production programme of any crop/variety in the same season on the same piece of land on which production programme of NSC is taken/arranged. In case it is found so the grower shall be held responsible for the legal consequences thereof initiated by NSC/SSCA/Govt. enforcement authorities.
4. The grower shall not transfer and or sublet the production programme to anybody else.

 एनएससी NSC Approved By: 	Format for Agreement	Doc No: F/Prod/03/01 Issue No: 02 Page No:03 of 03 Page Rev. No.00 Effective Date: 10-06-2018
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1. The Grower shall ensure and accept the liability to ensure that the Production Programme shall confirm to all the technical requirements and standards of seed production as prescribed in the Indian Minimum Seed Certification Standards 2013 or as amended from time to time (unless specified otherwise in the annexure, if any) and or as informed by NSC in writing failing which the crops shall be liable to be rejected in part or full as may be necessary.
2. The grower shall raise the crop as single crop as mentioned in this agreement and not as mixed crop, inter crop, companion crop or ratoon crop.
3. The source of seed/bulbs/planting material use for seed production are from the source Breeder/Foundation/Certified/Truthful seed of Lot No.....purchased from.....vide Cash Memo /Bill No.....dated.....Tag No.....Certificate No.....and produce during the year.....in area of.....hectare under certification/truthful production on field.
4. The field standards (General & Specific) for raw seed production such as isolation, distance, roughing etc. as specified by Seed Certification Agency/NSC or representative (s) will be taken care and ensurdly done by the grower. In absence of the aforesaid Seed Certification Agency/NSC has every right to reject the plot and in such cases grower will be himself/herself responsible for his own financial loss and NSC shall not be liable for payment of any compensation whatsoever .
5. The NSC and State Seed Certification Agency's representative has every right to inspect the Production Programme and Production Area at any stage and any reasonable day/ time.
6. Any loss due to accident or other unavoidable reasons will be borne by the grower only. The NSC will not be responsible for any damage to the crop in field or during transit while bringing the produce to the complex/premises of NSC. NSC shall not be liable for payment of any compensation/loss to grower for any damages/losses to the grower for any reason whatsoever including accidental or natural calamities of weather etc.
7. The entire produced seed as per standards as estimated on the basis of crop condition indicated in the final inspection report shall be offered to NSC by the grower. He shall not sell or transfer the produce eligible for procurement by NSC to anybody else until or unless allowed by NSC to do so in writing.

 Approved By: 	Format for Agreement	Doc No: F/Prod/03/01 Issue No: 02 Page No:04 of 04 Page Rev. No.00 Effective Date: 10-06-2018
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1. Only properly pre-cleaned, sorted, graded, well cured raw seed will be delivered by the grower to the NSC at their premises at.....Taluka.....Dist..... in their own packing at his/her own cost. The NSC would procure the seeds/bulbs/tubers of following specifications only.
2. The grower would arrange sorting, grading as per below mentioned standards before handing over raw seed in their own packing to the NSC for procurement/storage.

SPECIFICATIONS OF BULBS(FOR PROCUREMENT BY NSC)

S. No	Onion	Garlic	Potato	Other Crop Seeds
1	Size 4.5 cm- 6.0 cm diameter	Size 3.5 cm- 6.0 cm and above	Size 3.0 cm- 5.0 cm diameter	
2	Uniform shape and colour of bulbs as per the varietal characters	Uniform shape and colour of bulbs and clove size as per the varietal characters	Uniform shape and colour as per varietal characters	As per IMSCS-2013. It should not be rain touched and should have good luster
3	Thin necked, unbolted bulbs	Fully matured unbolted bulbs	Properly cured and healthy tubers	should be free from disease & insect damage.
4	Tight skinned, no twin & double bulbs, free from insect and disease	Tight skinned & no splitting, free from insect and disease damage	Free from disease and insect damage	It should be pre-cleaned/ sieved.
5	Perfectly cured, healthy bulbs.	Perfectly cured, healthy bulbs.		

3. If the grower offers less quantity or no quantity of raw seed or in default of the specifications specified above then he shall be liable for punitive action by way of no allocation of further production programme for a period of 2 years. Further after 2 years the grower in order to be entitled to be eligible for allotment of production programme shall have to pay a penalty of Rs.1000/- per acre to NSC.

4. The grower declares and do hereby authorizes NSC to make the due payment in case of grower's death to the person nominated by the grower whose name and address is as follows:

Name of Nominee.....Age.....
Aadhar No.....
Son/Daughter/Wife of.....

Village P.O.....
TalukaDistt
State.....Pin code.....
Bank A/C No.....linked to Aadhar.....
Bank Name.....

5. The raw seed as per the specification prescribed would be only procured by NSC at the agreed rates (hereinafter referred to as procurement rates) for acceptable quality quantity. The rejected seeds bulbs/tubers would be sold out by the grower at his own cost. The NSC will not procure under or over sized seed bulbs doubles/twins/bolted, damaged, bruised, off shaped, splitted, off colour bulb/tuber not suitable for prolonged storage under any circumstances.



6. The Procurement Policy/Growers rates shall be decided as per Annexure -I which shall be jointly signed by AO & Grower and shall not be in deviation of the rates and policy decided and approved by NSC, HO. In case it so found to be in deviation of decided and approved policy and rate of NSC, HO, the AM & AO shall be only responsible and made liable for criminal action of deceit & acted upon.

"However whenever RM proposes to recommend for reasons of marketability a lower procurement price than that arrived as per standard policy of NSC, the RM may so propose which shall be binding on the growers, farmers ". In such a case no upward revision in procurement price shall even be considered at later stage.

7. The procurement rates to be given to the growers shall be for Good and STL/QCL passed seed only.
8. Wherever the Corporation decides to give the rates on Raw Seed basis instead of "Good and STL/QCL Passed Seed " same shall be communicated to grower in writing in advance of the Production Programme and shall only be treated as valid.

19A. Wherever APMC rates are not available for crops the procurement rates shall be decided by a Price Committee of the Regional Office comprising following members:

1. Regional Manager
2. Asstt.Acctts. Officer (AAO)/Incharge Acctts.
3. Manager (Prodn.)
4. Manager(Mktg.)
5. Area.Manager (AM)/I/C of Area Office

 Approved By: 	Format for Agreement	Doc No: F/Prod/03/01 Issue No: 02 Page No:05 of 05 Page Rev. No.00 Effective Date: 10-06-2018
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The Committee shall visit the Mandis, Markets, farmers, traders, processors etc. related to seed dealings and decide the Procurement Rate which shall be got approved from the Head Office of NSC as per official procedure.

9. Oral communication of procurement rates between NSC & Grower shall not be valid and legal & will be rejected by NSC outright.
10. Non lifting/provision: The grower shall take at his expense from the processing plant the rejected ears, wastes, seed discards, under-sizes seeds, empty cobs etc, after cleaning and grading and seed lots rejected on basis of test reports within 15 days from the date of intimation to the grower failing which rent at the rate of 50 paise per day per quintal of rejected material shall be charged after the expiry of the prescribed period. The NSC reserves the right to dispose of the produce in the manner deemed fit, after the expiry of the prescribed period and recover the rent due from the credit balance if any, in the growers account. In case of Cauliflower snow ball, NSC shall not return the rejected seeds, seed discards, under-sizes seeds etc. after processing to the grower.
11. Advance shall be released by RO based on recommendation of Area Office which should/shall be based on supported by APMC rates of the particular month of receipt of raw seed. The advance shall be payable on 80% of Average of Highest APMC rates on the 95% quantity delivered by the grower at the time of intake. The advance shall be paid by NEFT/RTGS only to the farmers account specified herein in the agreement and in whose name the production area should be necessarily registered. Final payment will be released by NSC RO/AO.....to the growers directly to their saving account through NEFT/RTGS, after signing of the IDP note by the grower, the IDP note duly signed by the grower will be sent by AO to RO will all required documents and RO will ensure to release the payment to grower within reasonable time.
12. The crop planted under NSC seeds/bulbs/tubers production programme by grower and which is inspected and approved by it, the produce shall not disposed of to any other person/party by the grower under any conditions. If any grower sales the seeds/mother bulbs/seed tubers directly to any other party/person, action will be taken against respective grower.
13. The NSC is not bound to procure the seeds onion/garlic bulbs tubers of potato from the plots other than approved programme or from the programme not inspected by NSC.

14. The NSC reserve the right to terminate the Contract Agreement without giving any notice under circumstances beyond their control and in such case grower will be fully responsible for disposal of seeds/bulbs/tubers produced.
15. The agreement has been read & explained to the grower in his own mother tongueThe grower do hereby declare that he/she has understood fully the contents thereof.
16. This agreement is to be signed and implemented, it is mutually understood and agreed between seed grower & NSC. If any dispute arises in this matter and any transactions as per this agreement the jurisdiction will be.....India only.

SIGNED, SEALED & DELIVERED

By the:

National Seeds Corporation Limited Through: It's Authorize Signatory.

Mr./Mrs.....

SIGNED, SEALED & DELIVERED

By the farmer/producer

Mr./Mrs.....



IN THE PRESENCE OF WITNESSES:

1.....
Name Signature

.....
Address

2.....
Name Signature

.....
Address

 Approved By: 	Format for Certification Materials Used	Doc No:F/Prod/03/09 Issue No:02 Page No: 01 of 01 Page Rev. No:00 Effective Date: 10-06-2018
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No. Regional Office.....
 Name of Sub-Unit.....

1. Name of Processing Plant.
2. Name & Address of the Party.
3. Crop/Variety/Class of Seed.
4. Area of Production in hect.
5. Lot No.
6. Raw seeds Qty (in qtls)
7. Date of Processing.
8. Date of bagging and weighing & final processed Qty.
9. Packaging losses from bulk to small in if any (in qtls).
10. Net quantity of seed procured.
11. Moisture%
12. Number of HDPE bags used; (Separate figures may be given in respect of each size).
13. Number of cloth bag used. (Separate figures may be given in respect of each size).
14. No.of tags used.
15. Number of leaflets used.
16. Number of labels used.
17. Number of thread spools used /mtrs.
18. Number/weight of lead seals used.
19. Quantity of seed treatment materials.
 - i) Captan
 - ii) Thiram
 - iii) Carbendazim
 - iv) D.D.T.
 - v) Agromycin
 - vi) Any other chemical used.

 Signature of NSC Representative
 With Full Name & Designation

INSTRUCTIONS: Original to be given to the party concerned.

नियंत्रित/CONTROLLED

 Approved By: 	Format for Growers Cash Memo	Doc No:F/Prod/03/02 Issue No:02 Page No:01 of 01 Page Rev.No:00 Effective Date: 10-06-2018
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Unit _____

S.No. _____

To,

M/s. _____

S.No	Lot No	Particulars Crop/Variety	Qty.	No.	Rate	Amount
1						
A						
B						
C						
D		Other	Amount to be paid to SSCA	Income of NSC		
2		Registration Fee Rs.				
3		Inspection Fee Per Hect				
4		For.....Hect				
5		STL Fee Per Sample				
Service Tax on field inspection and sample testing fees @						
					Sales Tax Surcharge Total	

Seed Sold will not be return
back Growers Copy

Signature
For NSC Ld.



Approved By

Format for Seed Directory

Doc no: F/Prod/03/04
 Issue no. 02
 Page No. 01 of 01
 Page Rev No.00
 Effective Date

10-06-2018



Contac No.	Name & Address of Grower	Crop & Variety	Class of seed supplied	Bill no. date & amount	CR no. date & amount	Area allotted in Hects.	Area Planted in Hects	Date of Sowing	Area Inspected			
									Area	Report no & date	Name of officer	
1		2	3	4	5	6	7	8	9	10	11	12

Area	Area rejected		Net area certified	Expected Yield	Raw Seed in Qtls	Seed Receipt Form no.	Seed advance no.	Amount of advance (Rs)	Lot no	Quantity finally Procured
	Rejection order no & date	Name of officer								
13	14	15	16	17	18	19	20	21	22	23

Date of procurement	Packing Size	Quantity of undersize	Processing losses	IDP Note no. & date	Schedule of deduction	QTL Results		QCL report no. & date	
						Germination	Purity		
24	25	26	27	28	29	30	31	32	33

STL Report no. & date	Purity	Moisture	STL letter no. & date	Procurement rate	Rate approval letter no. & date	Final Payment (Rs.)

नियंत्रित/CONTROLLED

 Approved By: 	Format for Seed Return Form	Doc No:F/Prod/03/10 Issue No:02 Page No:01 of 01 Page Rev.No:00 Effective Date: 10-06-2018
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S.No.

Name of Sub-Unit.....

1. Name of Processing Plant
2. Name & Address of the Grower
3. Crop & Variety
4. Raw Seed received Form No..... & Date
5. 1. Qty. of undersize crop.
(A) in qtls.
(B) No.of bags
2. Qty. of rejected seed
(A) in qtls.
(B) No.of bags
6. 1. Qty. of processed seed(sub std.)
(A) in Qtls.
(B) No. of bags
2. Qty. of processed seed unfit for seed.
(A) in qtls.
(B) No.of bags
7. Date of information to the party
8. Date of stock lifting by party.



Gate Pass No.:

9. Remarks

Date

Sig.of parties representative with full address	Sig. of NSC representative full Name & Designation
---	--

Direction: First copy to party.
Second copy of R.O.

 Approved By: 	Format for Sample Coupon	Doc No:F/Prod/03/07 Issue No:02 Page No:01 of 01 Page Rev.No:00 Effective Date: 10-06-2018,
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W-1030

S.No.


Region _____

Unit _____

1. Name of Seed Processing Plant/Seed Godown _____
2. Name of Sub Unit _____
3. Processed / Un processed _____
4. Class of Seed/Breeder/Foundation/Stock/Certified/Pedigreed/T.L.
5. Reason for Test/Procurement/Certification/Revalidation/Internal Quality Control.
6. Crop _____ Variety _____
7. Lot No. _____
8. Name of official drawing sample _____
9. Date of Sampling _____
10. Quantity of lot from which sample was drawn _____ Qtls.
11. Requirement of Testing;

Germination _____	Physical Purity _____
Moisture _____	Health Testing _____
Grow Out Test _____	Any Other test _____
12. Indicate for fresh procurement/1st test/2nd test/3rd test
13. Name of treatment material if treated _____
14. Name & Address of Forwarding Official _____
(to be kept in each sample bag)

(Signature of sample drawing official)

 Approved By:	Format for Inspection Delivery & Payment Note	Doc No:F/Prod/03/11
		Issue No:02 Page No: 01 of 02 Page Rev.No: Effective Date:

10-06-2018

Part-1

Sl.No.

		QCL	STL
1- Name of the Grower	10-Pure Seed	%.....%	%
2- Complete Address	11-Germination.....	%.....%	%
Code No _____	(A) Normal Seedling...	%.....%	%
3- Agreement No.....	(B) Hard Seed.....	%.....%	%
4- Crop/Variety	Total.....	%.....%	%
5- Class of Seed.....	12- Moisture.....		
6- Certified Area.....Hect.....	13-Seed Analysis Report No.....		
7- Area Certified from which produce Of this IDP note received.....	dated.....		
8- Lot No.....	14- Date of Test.....		
9- S.S.C.A. Certificate No.....Dt.....			

Signature of Plant Incharge

Part-II

1- No. of Bags.....	5- Date of Procurement.....
2- Packing Size.....	6- Details of Stores.....
3- Net weight.....	(A) Ledger No.....(B) Folio No.....
4- Processing at NSC Plant/other.....	
5- Seed return note no. & date of lifting by the party:	

Signature of Grower

Signature of Store Keeper

Area Manager

Part-III- PAYMENT DETAILS

Particulars	Lot No.	Crop/Variety	Qty.(in Kgs.)	Rates(Per Kgs.)	Amount
(i) Procurement Value					
(ii)Subsidy/Incentives					
(iii)Transportation Rebate					
(iv)Gunny Bags Rebate					
(v)Other(if any)					

TOTAL

Less as per Schedule of Deduction No.....


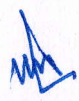
Actual Payment.....(in words).....

Part 1,2 & 3 details of checking

Sign. Of Grower

Accountant

Area Manager

 Approved By: 	Format for Inspection Delivery & Payment Note	Doc No:F/Prod/03/11 Issue No:02 Page No: 02 of 02 Page Rev.No:
		Effective Date: 10-06-2018

Part-IV Memorandum of Payment

Customer Account No.....
 Please pay Rs.....(Rupees.....only) payment as per overleaf of Cheque/DD

Cash	Name of the Grower & full address	Rupees
D.D. No.	Name of the Grower & full address	

Dt. Cashier _____

Classification	Received Rs.....	Seal
A/C Code No. Amount	Rupees.....only	
	Signature of Payee.....	

Certificate

SAR/Advance Form No.....Date.....Amount of Advance.....

- (1) Qty. at the time of intake.....
- (2) Weed Seed % as per Seed Analysis Report.....
- (3) Other crop Seed % as per SAR.....
- (4) Inert materials % as per SAR.....

Certified that the seed confirms all the seed certification standards specified in Seed Act.
 Seed has been packed on _____% moisture content & there is no dues outstanding against the grower.

- 1) Certified that the seed plot is located _____ kms. From NSC Processing Plant. Therefore the rebate of Rs. _____ @ Rs. _____ per km. is recommended.
- 2) Certified that the seed grower has supplied Seed in _____ bags for which payment of Rs. _____ @ Rs.10/- per bag is recommended

Sign. Of AM

I/C.Prodn (R.O.)

Accts.Officer

Regional Manager

SANCTION ORDER FROM PRODUCTION SECTION



S.No. _____ Page No. _____ Date: _____

Approval for Rs. _____ (Rupees _____) on account of crop/variety _____ Class _____ Qty. _____ kgs.) @ Rs. _____ per kg.

Schedule of Deduction No. _____ is enclosed. The enclosed Schedule of Deduction may be checked and adjusted before releasing final payment.


Incharge Production(RO)

AO

 <p>NSO</p> <p>Approved By: </p>	<p>Procedure for Procurement of Seed</p>	<p>Doc No: P/Prod/03 Issue No: 02 Page No: 01 of 03 PageRev No:00 Effective Date: 10-06-2018</p>
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- 1.0 Purpose: To adopt a uniform system of procurement of seed at Regional Office level.
2.0 Scope : Seed Procurement activity at Regional Office.
3.0 Overall Responsibility: Regional Manager concerned.
4.0 Procedure:

S.No.	Activity Description	Responsibility	Ref. Documents/ Record
1.	<p>Allotment of Seed Production Targets. Based on the H.O. allotments, Regional Office re-allot sub unit wise production targets of seed keeping in view agro-climatic condition, adoption and potentiality of production of a particular crop in a sub unit as well as processing and storage capacity</p>	RM	Production file Format of Production Target (F/Prod/01/03)
2.	<p>Selection of Seed Grower. Progressive farmers with good agriculture infrastructure assuring quality seed production.</p>	Area Manager/ Production In-charge	Production file/Register Containing list of growers/ new growers contacted
3.	<p>Agreement for Production Agreement for production of seed is executed on non judicial stamp paper. It contains schedule I & II indicating terms and conditions and quantities to be produced from designated area of particular crop variety and class. The agreement is signed between AM and grower.</p>	RM	Agreement with seed growers. (F/Prod/03/01)
4. A.	<p>Allotment of Code No: The code No.alloted shall have execution of: 00-Season 00-Year 00-Region 00-Sub unit/Plant* 00-SI.No. (* For trading (12) to be added after plant code.</p>	RM	Production file
4.B	<p>Allotment of code for C/S,F/S by SSCAs. Month, year code(Month & year crop was harvested) 00-Prod.n.location Code (State) 00-Processing Plant Code</p>		

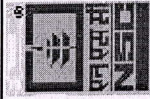
 Approved By:	Procedure for Procurement of Seed	Doc No: P/Prod/03 Issue No: 02 Page No: 02 of 03 PageRev No:00 Effective Date:
---	--	--

10-06-2018

	00-Seed Produced Code.		
5.	Distribution of Breeder Seed or Foundation Seed. After agreement, the required quantity of planting material i.e. Breeder Seed or Foundation Seed is given to growers at cost through grower cash memo, credit/debit memo etc. and certification registration, inspection, lab testing charges etc.	Prodn-Incharge/Store Keeper	Grower cash memo, debit memo (F/Prod/03/02) F/Prod/03/03)
6.	Preparation of Seed Directory.	Prodn.Incharge	Seed Directory (F/Prod/03/04)
7.	Inspection of seed crops fields as per MSCS by SSCA and NSC. Issuing FIRs for different crops	State Seed Certification Agency and AM/Technical Officer	Field Inspection Report. (F/QC/03/01 F/QC/03/02 F/QC/03/03)
8.	Receipt of raw seed lot wise from seed growers based on final FIRs, estimated yield qtls./hect. Issuing seed receipt forms.	Incharge Processing Plant/Shift Incharge	Seed Receipt and advance form. (F/Prod/03/05)
9.	Processing of seed at NSC's own/ custom processor's plant, registered by SSCA issuing processing report giving account of quantity of raw seed receipt, seed graded, undersize and loss, if any.	-do- Mechanic	Seed Processing Report (F/Prod/03/06)
10.	Drawing and submission of seed samples of concerned lot to designated labs of SSCA as well as of NSC for seed testing issuing sample coupon.	-do-	Sample coupon (F/Prod/03/07) Sample forwarding letter (F/Prod/03/08)
11	Receipt of test results from STL &QCL /NSC	AM/RM	QCL/NSC, Seed Analysis Report (F/QC/02/04) STL Report
12.	Treatment and packing of seed lots, meeting seed standards of MSCS in SSCA as well as NSC labs as required and issuance of certification material used .	-do-	Certification material used. (F/Prod/03/9)
13	Seed return form for under size return and processing report wherever applicable.	-do-	Seed Return Form. (F/Prod/03/10)

 Approved By: 	Procedure for Procurement of Seed	Doc No: P/Prod/03 Issue No: 02 Page No: 03 of 03 PageRev No:00 Effective Date: 10-06-2018
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14.	Procurement of seed- preparation of IDP (Inspection Delivery Payment), seed taking into stores by store keeper making entries in ledgers, preparation of deduction and making payment to growers.	Store Keeper/ Incharge Processing Plant/AM/RM	IDP Note (F/Prod/03/11) Schedule of Deduction (F/Prodn/03/12)
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Quality Plan for Procurement of Seed

Doc No: QP/Prod/03
Issue No: 02
Page No: 01 of 01
Page Rev No: 00
Effective Date: **10-06-2018**

Approved By:

S.No.	Activity	Control Parameters	Control Exercised & Responsibility	Responsibility of Review/ Monitoring	Frequency of Monitoring	Remarks
1.	Selection of grower	Criteria for selection	Selection of growers done on the basis of following: i. The availability of cultivatable land in line with the type of seed to be produced, ii. The availability of irrigation facility, iii. The capacity to purchase fertilizer, seed, insecticides and pesticides, iv. The grower shall have sound knowledge of agriculture & ready to adopt new technological changes in agriculture.	AM	yearly	
2.	Processing of Seed		The processing of seed is done by cleaning and grading. For grading proper screen aperture size shall be used as per approved MSCS.	Plant Incharge	As and when required.	
3.	Treatment of seed		For treatment of seeds, fungicides are used as per recommendation of schedule of treatment of seed.	Plant Incharge	As and when lot Is there	

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 Approved By	Format of Seed Processing Report	Doc No: F/Prod/03/06 Issue No:02 Page no.: 01 of 01 Page Rev No:00 Effective Date: 10-06-2018
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No:

Sub-Unit

:.....

Seed Processing Report

- 1- Name of the processing plant
- 2- Name of the grower & address,
- 3- Seed Receipt Form No. & Date.
- 4- Crop/Variety/Class
- 5- Lot No.
- 6- Date of processing
- 7- Qty. of Raw Seed received
(As per seed receipt form No.....)
- 8- Processed & packed seed quantity
- 9- Rejected undersize seed quantity
- 10- Processing loss 7-(8+9)
- 11- Seed Analysis Report No. & Date
(A) As per standard
(B) Sub- Standard

12- Reprocessing: Date (if undertaken)	Reprocessed(Qty)	undersize(Qty)	Losses(Qty) (if any)
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13- Certificate No. & Date

- 14- Qty. returned to grower with date
 - (1) Rejected Seed/Qty. of undersize
 - (2) Processed/unprocessed seed sub std.

- 15- Qty. of seed procured
 - (1) Total qty. of seed
 - (2) No. of bags & size.

Signature-Area Manager

Signature-Incharge Processing Plant
With full Name & Designation

 Approved By:	Format for Seed Receipt & Advance Form	Doc No:F/ Prod/03/05 Issue No:02 Page No:01 of 01 Page Rev.No:00 Effective Date 10-06-2018
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Sub-unit :

Seed Receipt/Advance Form

- 1- Name of the Processing Plant.....
- 2- Name & Address of the Grower.....
- 3- Agreement No.....
- 4- Type of Producer.....
- 5- Date of Receipt of Raw Seed.....
- 6- Crop/Variety.....
- 7- Class of Seed.....
- 8- Lot No.....
- 9- Area from which produce is received.....
- 10- No. of bags.....
- 11- Quantity.....
- 12- Moisture on receipt.....
- 13- Expected Date of processing.....

Comments/Remark

Signature of NSC Rep.

Growers Signature

(For use I/C processing plant & Area Manager)

- 1- Comment on condition of seed as per Col. No.13.....
- 2- Expected processed qty.at standard % of moisture.....
- 3- Other Remark if any.....

Sig. Of I/C Processing Plant

This is to certify that information is true & payment may be released after deduction of amount.....at----- %

Area Manager

(For office use of R.O. Prodn. Section)

Sanctioned Rs.....
 For Advance Payment Rs.....Per qtls.....of % moisture

A.S.O.

Asstt. Manager

AM/RM

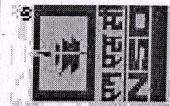
(For Use of Acctts. Section)

Sanction for payment Rs.....(in figure).....

.....Name of the grower.....

Assistant

AO/AAO



Approved By

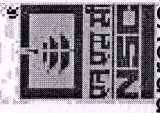

Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.

Doc No: P/Prod/06
Issue No: 02
Page No: 01 of 10
Page Rev No: 00
Effective Date: **10-06-2018**



Procurement Policy and other Terms and Conditions for Growers under Growers' production program

Crop Group		Policy for computation of PP
1	Cereals	<p>Average of highest APMC rates + Incentive (As per specific price period in Annexure 1)</p> <p>a) Newer varieties 20% Incentive including production subsidy if applicable + Rs. 50/- premium for new varieties. b) Older varieties 20% Incentive</p>
2	Pulses including lathyrus	<p>Average of highest APMC rates + Incentive (As per specific price period in Annexure 1)</p> <p>a) Newer varieties 25% Incentive (limited to Rs. 1000/- p. qtl) + Rs. 100/- premium for new varieties. b) Older varieties 25% Incentive (limited to Rs. 1000/- p. qtl.)</p>
3	Oilseeds	<p>Average of highest APMC rates + Incentive or Govt subsidy if applicable (As per specific price period in Annexure 1)</p> <p>a) Newer varieties 25% Incentive or Govt subsidy if applicable (limited to Rs. 1000/- p. qtl) + Rs. 100/- premium for new varieties. b) Older varieties 25% Incentive (limited to Rs. 1000/- p. qtl.)</p>
4	Fodder and Fiber	<p>Average of highest APMC rates + Incentive (As per specific price period in Annexure 1)</p> <p>a) Newer varieties 20% incentive + Rs. 50/- premium for new varieties. b) Older varieties 20% Incentive</p>
5	Jute Sunhemp, Barseem, Lucern, Oat, Dhaincha	<p>Committee Rates. The members of the committee will be Regional Manager, Area Manager, Production Incharge RO, marketing Incharge RO and Accts Representative RO</p>

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		<p>Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.</p>	<p>Doc No: P/Prod/06 Issue No: 02 Page No: 02 of 10 PageRev No:00 Effective Date: 10-06-2018</p>
<p>Approved By</p>			

Terms and Conditions (Contd.)	
1	APMC rate will be applicable from seed production area duly downloaded from Agmarknet website and verified by RM. In case rates are not available on website then APMC rate will be collected by AM concerned from secretary of concerned APMC. The quantity of arrival of grain in the APMC should not be less than 75 qtls for Wheat, Soyabean, 40 qtls for Gram, Groundnut and Paddy and 10 qtls for other crops.
2	The procurement price will be applicable for cleaned/ graded seed/ packed seed meeting all standard as per MSCS 2013 field level as well as STL & QCL.
3	If average of highest of APMC rates is less than MSP, in such case the procurement price shall be MSP + production incentive.
4	Wherever exigency arises the committee consisting of Sr General Manager (prodn), Sr. General Manager (Mktg), Director (Comm), Director (Fin) and CMD may decide the procurement price other than the policy framework."However whenever RM proposes to recommend for reasons of marketability a lower procurement price than that arrived as per standard policy of NSC, the RM may so propose which shall be binding on the growers, farmers ". In such a case no upward revision in procurement price shall even be considered at later stage.
5	The seed production under SS/PS, registration, inspection/application fees, seed testing and agreement bond etc. will be applicable at par with FS/CS charge.
6	Gunny Bags Rebate will be paid @ Rs. 12/ per qtl. and gunny bags will be returned after final packing/ procurement to growers.
7	Transportation rebate will be paid on finally procured quantity with IDP Note payment @ 0 to 50 KM.- Rs.25/- per qtl., 51 to 100 KM- Rs.40/- per qtl. & 101 & above -Rs.50/- per qtl. The unloading charges at Seed Processing Plant will be borne by Seed Growers.
8	Seed growers belonging to SC/ST category:- The certification charges will be borne by the Corporation subject to production of valid certificate from seed growers belonging to SC/ST category This will be applicable to all categories of farmers of North Eastern States.
9	Procurement price proposal should reach at HO with in 15 days from the last date of policy period.
10	Sale price of planting material to NSC seed growers will be calculated equivalent to subsidized sale price (GSP) plus Rs 25/- p.q. for CS-I; Rs 100/- p.q. for FS & Rs 250/- p. q. for BS.

 	Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.	Doc No: P/Prod/06 Issue No: 02 Page No: 03 of 10 PageRev No:00 Effective Date: 10-06-2018
Approved By		

11	<p>Sale price of planting material to Organizer or Private Seed Companies shall be the non-subsidized sale price of Certified Seed plus 5% for CS-I & 10% for FS.</p>
12	<p>In case of foundation seed production programme allotted not meeting F/S standard but meeting C/S standard in such cases seed can be procured as C/S subject to written request of seed growers and PP will be C/S category. The seed lots recorded substandard in GOT will not be procured by NSC. The descretion of procurement of such seeds will be with NSC.</p>
13	<p>The seed growers have to lift empty gunny bags within 15 days from the date of written information. In case empty gunny bags are not lifted in scheduled time penalty of Rs.10/- per bag will be deducted from his payment and no gunny bag rebate will be paid to the grower. In this case no gunny bags will be returned to the growers after due date and corporation will be free to dispose off.</p>
14	<p>The following seed growers will be black listed to ensure the targeted seed production, to maintain the seed quality. In future no seed production programme will be allotted to them.</p> <p>(a) not tendering of raw seed from seed production programme.</p> <p>(b) Selling of seeds to others from NSC production programme.</p> <p>(c) off type plants more than the standards and reporting substandard by QCL/ STL continuously twice.</p>
15	<p>Advance payment will be made @ 80% of average of highest APMC rate at the time of intake and given for 95% of quantity. The advance payment rate will be decided by Regional Office Committee strictly on this basis. Any deviation or payment of higher advance shall be the sole responsibility of AAO (Acctts.) and RM is liable for disciplinary action.</p>
16	<p>Minumum seed production area to be allotted to seed grower will be as per SSCA norms.</p>
17	<p>Procurement of F/S and C/S more than the estimated yield will be subject to HO approval.</p>
18	<p>RM may decide the procurement price Area office wise or statewide or regionwise.</p>
19	<p>Last date for acceptance of raw seed will be the cut off date for acceptance of raw seed fixed by SSCA or 10 days from the cut off date of sealing.</p>
20	<p>No RO Staff/ Area Manager/ Regional Manager has powers to commit the rates other than policy either orally or in writing.</p>
21	<p>Agreement should be made with direct Growers only, who are registered with SSCA under NSC production program. Agreements are not to be made with any sort of Main Growers/ facilitators and any such action shall be treated as gross mis-conduct and RM and AM/ Incharge RO/ AO shall be solely responsible for the same and subjected to disciplinary action.</p>



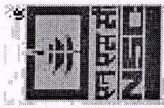
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Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.

Doc No: P/Prod/06
Issue No: 02
Page No: 04 of 10
PageRev No:00
Effective Date: **10-06-2018**

Approved By

Crop-wise Price Period for deciding Procurement rate		
S.No.	Crop	Period
BANGALORE		
1	Paddy	1st Jan to 31st Jan/ 1st March to 31st March
2	Wheat	1st April to 30th April
3	Rabi Jowar	1st April to 30th April
4	Ragi	1st Jan to 31st Jan
5	Maize (Varieties)	1st Jan to 31st Jan
6	Arhar (Early varieties)	2nd Jan to 31st Jan
7	Urid/ Moong	1st Jan to 31st Jan/ 1st March to 31st March
8	Cowpea	15th March to 15th April
9	Gram	15th March to 15th April
10	Soyabean	1st Dec to 31st Dec
11	Groundnut	1st Dec to 31st Dec/ 1st March to 31st March
12	Safflower	1st Dec to 31st Dec
13	Fodder Jowar & Maize	Market rate after one month of harvesting
15	Jute	-do -



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Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.

Doc No: P/Prod/06
Issue No: 02
Page No: 05 of 10
PageRev No:00
Effective Date: **10-06-2018**

BHOPAL	
1	Soyabean 1st Dec. to 31st Dec (M.P) & 16th Nov to 15th Dec (Guj.)
2	Sesamum/Til 1st Dec. to 31st Dec (M.P) & 16th Nov to 15th Dec (Guj.)
3	Groundnut 1st Nov to 30th Nov (M.P) & 16th Nov to 15th Dec. (Guj.)
4	Linseed 1st March to 31st March
5	Mustard 15th March to 15th April (M.P) 1st April to 30th April (Guj.)
6	Nizer 1st Dec to 31st Dec
7	Paddy 16th Nov. to 15th Dec.
8	Wheat 15th April to 15th May (M.P) 1st April to 30th April (Guj.)
9	Jowar 1st Dec. to 31st Dec (M.P) & 16th Nov to 15th Dec.(Guj.)
10	Greengram (Moong) /Blackgram (Urid) 1st Nov. to 30th Nov.(M.P) 16th Oct to 15th Nov. (Kharif)/16th May to 15th June (Summer) (Guj.)
11	Redgram (Early Varieties) 1st Jan to 31st Jan (M.P) 16th Feb to 15th March (Guj.)
12	Redgram (Late Varieties) 1st March to 31st March (M.P) 16th Feb to 15th March (Guj.)
13	Gram (Small seeded) 15th March to 15th April (M.P) 1st April to 30th April (Guj.)
14	Gram (Bold seeded) 15th March to 15th April (M.P) 1st April to 30th April (Guj.)
15	Gram (Kabuli) 15th March to 15th April (M.P) 1st April to 30th April (Guj.)





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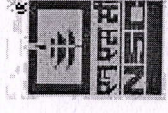

Procurement Policy and other Terms
and Conditions for Growers under
Growers' Production Programme.

Doc No: P/Prod/06
Issue No: 02
Page No: 06 of 10
PageRev No:00
Effective Date: **10-06-2018**

CHANDIGARH		
1	Wheat	GOI, MSP
2	Barley	
3	Paddy (Non Basmati)	
4	Paddy (Basmati)	16th Nov. to 15th Dec
5	Mustard	15th April to 15th May
6	Moong/ Urid (Kharif)	16th May to 15th June & 15th Nov to 15th Dec.
7	Arhar (Early)	16th Jan to 15th Feb
8	Guar (Fodder)	16th Dec to 15th Jan
10	Maize (Fodder)	16th Oct to 15th Nov
11	Berseem	June survey rate
12	Oat	May survey rate
13	Dhaincha	Jan survey rate
CHENNAI		
1	Paddy (TN)	1st Nov to 30th Nov & 1st Jan to 31st Jan
2	Paddy (Kerala)	1st Sept to 30th Sep. & 1st Feb to 28th Feb
3	Groundnut (Oil seeds)	1st Sept to 30th Sep. & 1st Feb to 28th Feb
4	Urid/Moong/Arhar (Pulses)	1st Oct to 31st Oct and 1st April to 30th April

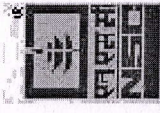

 Approved By 	Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.	Doc No: P/Prod/06 Issue No: 02 Page No: 07 of 10 PageRev No:00 Effective Date: 10-06-2018
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JAIPUR		
1	Wheat (Except Raj-1482, 3765, 3077 & LOK-1) /Barley	15th April to 15th May (except SGNR) & 15th May to 15th June for SGNR
2	Wheat (Raj-1482, 3765, 3077 & LOK-1)	15th April to 15th May (except S+C38GNR) & 15th May to 15th June for SGNR
3	Soyabean	1st Dec to 31st Dec
4	Sesamum/Til	1st Dec to 31st Dec
5	Mustard	15th April to 15th May
6	Urid / Moong/Moth for Kharif	1st Nov. to 30th Nov.
7	Urid / Moong/Moth for Summer	15th May to 15th June.
8	Gram	15th April to 15th May
9	Guar (Fodder)	1st Dec. to 31st Dec.
10	Zeera (Cummin)	15th April to 15th May
11	Corriender	15th April to 15th May
12	Castor (Hyb.)	Market rate after one month of harvesting
KOLKATA		
1	Groundnut	1st Nov to 30th Nov & 1st May to 31st May
2	Mustard/Toria	1st March to 31st March
3	Paddy	1st Nov. to 30th Nov & 1st April to 30th April
4	Moong/Urid	1st Sept to 30th Sep & 1st March to 31st March
5	Lentil	1st April to 30th April
6	Potato	1st Feb to 28th Feb
7	Hybrid Maize Maize Inbrid Lines	Market rate after one month of harvesting

		<p>Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.</p>
<p>Doc No: P/Prod/06 Issue No: 02 Page No: 08 of 10 PageRev No:00 Effective Date: 10-06-2018</p>		

Approved By

LUCKNOW		
1	Soyabean	15th Oct. to 15th Nov.
2	Sesamum/Til	15th Oct. to 15th Nov.
3	Toria	15th Jan to 15th Feb
4	Linseed	1st Feb to 28th Feb
5	Mustard	16th March to 16th April
6	Paddy	15th Oct. to 15th Nov.
7	Wheat	15th April 15th May
8	Oat	15th April 15th May
9	Urid / Moong	15th Oct. to 15th Nov.
10	Moong (Summer)	15th June to 15th July
11	Arhar (Early Varieties)	15th Oct. to 15th Nov.
12	Arhar (Late Varieties)	1st April to 30th April
13	Gram (Other than Kabuli)	16th March to 16th April
14	Lentil (Bold seeded)	16th March to 16th April
15	Peas (Pulses) other than Rachna	16th March to 16th April
16	Gram (Kabuli)	16th March to 16th April
17	Lentil (Small seeded)	16th March to 16th April
18	Peas (Pulses) Rachna	16th March to 16th April
19	Berseem	15th April to 15th May
20	Peas (Veg.) Rabi	15th Feb to 15th March
21	Veg. (Rabi) other than Peas	15th Feb to 15th March
22	Veg. (Kharif)	15th Oct. to 15th Nov.

		Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.	Doc No: P/Prod/06 Issue No: 02 Page No: 09 of 10 PageRev No:00 Effective Date: 10-06-2018
Approved By			

PATNA		
1	Paddy	1st Dec to 31st Dec
2	Wheat	1st May to 31st May
3	Maize	1st May to 31st May
4	Gram	1st April to 30th April
5	Lentil	1st March to 31st March
6	Peas	1st March to 31st March
7	Toria	1st Feb to 28th Feb
8	Mustard	1st March to 31st March
PUNE		
1	Soyabean	15th Nov to 15th Dec
2	Sesamum/Til	1st Nov. to 30th Nov.
3	Groundnut	1st Nov. to 30th Nov.
4	Safflower	15th Feb to 15th March
5	Linseed	1st March to 31st March
6	Paddy	1st Dec. to 31st Dec.
7	Wheat	1st April to 30th April.
8	Jowar	1st March to 31st March.
9	Greengram (Moong) Blackgram (Urid)	1st Oct. to 31st Oct.
10	Redgram (Early Varieties)	1st Jan to 31st Jan
11	Redgram (Late Varieties)	1st March to 31st March



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Procurement Policy and other Terms and Conditions for Growers under Growers' Production Programme.

Doc No: P/Prod/06
Issue No: 02
Page No: 10 of 10
PageRev No:00
Effective Date: **10-06-2018**

12	Gram (Small seeded)	1st March to 31st March
13	Gram (Bold seeded)	1st March to 31st March
14	Gram (Kabuli)	1st March to 31st March
15	Jute	
SECUNDERABAD		
1	Paddy	1st Nov to 30th Nov & 1st April to 30th April
2	Groundnut	1st Nov to 30th Nov & 15th Jan to 15th Feb
3	Seasamum	1st April to 30th April
4	Castor	1st Feb to 28th Feb
	Soyabean	1st Dec. To 31st Dec.
5	Black Gram	1st Oct to 31st Oct and 15th Jan to 15th Feb
6	Green Gram	1st Oct to 31st Oct and 15th Jan to 15th Feb
7	Bengal Gram	15th April to 15th May
8	Red Gram	15th Jan to 15th Feb and 15th March to 15th April

नियंत्रित/CONTROLLED