

24/6

No. 11017/29/2021-PMI-II (Pt.) (e-36537)

भारत सरकार/Government of India

रसायन और उर्वरक मंत्रालय/Ministry of Chemicals & Fertilizers  
(उर्वरक विभाग/Department of Fertilizers)

शास्त्री भवन/Shastri Bhawan,  
नई दिल्ली/ New Delhi-1  
दिनांक/Dated: 21<sup>st</sup> June, 2024

JS(5)

**कार्यालय ज्ञापन/OFFICE MEMORANDUM**

**Subject:** Standard Operating Procedures (SOPs) for stock verification and quality checking for Sales of bulk/ packaged FOM/LFOM/PROM under MDA scheme

In continuation of this Department's O.M. of even number dated 20<sup>th</sup> September, 2023 forwarding therewith the Guidelines on Market Development Assistance (MDA) for Promotion of Organic Fertilizers (copy enclosed), the undersigned is directed to forward herewith the Standard Operating Procedures (SOPs) for stock verification and quality checking for Sales of bulk/ packaged FOM/LFOM/PROM under MDA scheme (along with enclosure), for information and necessary action.

2. This issues with the approval of Hon'ble Minister of Chemicals & Fertilizers.

JS(5) 21/06/2024.

(Shyam Sundar Agrawal)  
Director (Non-Chemical Fertilizers)  
Tel. 26100203

To

- (i) Secretary, Department of Agriculture & Farmers Welfare, Krishi Bhawan, New Delhi.
- (ii) Secretary, Ministry of Drinking Water & Sanitation, Pt. Deendayal 'Antyodaya' Bhawan, CGO Complex, Lodhi Road, New Delhi.
- (iii) Secretary, Ministry of Petroleum & Natural Gas, Shastri Bhawan, New Delhi.
- (iv) Secretary, Ministry of New & Renewable Energy, Atal Akshay Urja Bhawan, CGO Complex, Lodhi Road, New Delhi.
- (v) Secretary, Department of Expenditure (Ministry of Finance), North Block, New Delhi.
- (vi) Senior Adviser, NITI Aayog, NITI Bhawan, Sansad Marg, New Delhi.
- (vii) Secretary, Ministry of Housing & Urban Affairs, Nirman Bhawan, New Delhi.

- (viii) Secretary, Department of Animal Husbandry & Dairying (Ministry of Fisheries, Animal Husbandry & Dairying), Krishi Bhawan, New Delhi.
- (ix) Chief Secretaries of all States/UTs.
- (x) DG: ICAR
- (xi) Director (FS), Department of Fertilisers, Udyog Bhawan, New Delhi.
- (xii) Director (Agriculture)/Commissioner (Agriculture) of all State Governments/UTs Administration.
- (xiii) CMD/MD of all Fertiliser Marketing Companies.
- (xiv) CMD/MD of CBG Operators.
- (xv) State Energy Development Agencies
- (xvi) All Officers of Department of Fertilisers.
- (xvii) Director (NIC), Department of Fertilizers
- (xviii) Deputy Secretary (IT), Department of Fertilizers - for uploading on website
- (xix) Assistant Director (OL), Department of Fertilizers - for Hindi version

**Copy to:**

- (i) PS to Hon'ble Minister of Chemicals & Fertilizers
- (ii) PS to Hon'ble Minister of State for Chemicals & Fertilizers
- (iii) PPS to Secretary, Department of Fertilizers
- (iv) PPS to Additional Secretary & Financial Adviser, Department of Fertilizers
- (v) PPS to Additional Secretary, Department of Fertilizers

  
(Shyam Sundar Agrawal)  
Director (Non-Chemical Fertilizers)  
Tel. 26100203

**STANDARD OPERATING PROCEDURES (SOPs) FOR STOCK VERIFICATION AND QUALITY CHECKING FOR SALES OF BULK/PACKAGED FOM/LFOM/PROM UNDER MDA SCHEME**

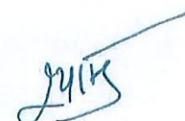
On the basis of suggestions received from State Governments and interaction of the Department of Fertilizers with State Governments and CBG operators on various occasions and as discussed further on 10.05.2024 by Secretary (Fertilizers) with CBG operators, Fertilizer companies and representatives of State Governments, the following Modified Standard Operating Procedures (SOPs) are being issued to streamline the CBG based products (FOM, LFOM & PROM) sales to farmers. These SOPs are to be followed by the States, CBG units & Fertilizer companies in letter and spirit.

**A. General Directions**

1. B1 (Quantity) & B2 (Quality) are to be issued by the State agriculture department based on the stock at the units for each batch.
2. The authorized officer(s) of State agriculture department should visit and verify the batch wise stock for checking of quantity and quality of the FOM/LFOM once every fortnight (batch size may vary from unit to unit). The size of the batch will be maximum quantity of 2,000 tons.
3. Issuance of B1 for LFOM is to be done based on capacity of the storage tanks/tankers.



4. B1 & B2 Certificates will be issued within a week from the date of verification.
5. B2 will be issued on the basis of NABL/State Labs certificate.
6. Sale of fertilizers should be carried out from the stock for which B1 & B2 have already been issued by the State Government.
7. State agriculture department is to be informed by the CBG units before the sale of FOM/LFOM/PROM. State agriculture Department should check the stocks on getting such information from the CBG units as an additional measure of verification.
- 8. The State Governments shall maintain the record of photographs of the stock with date and time during the verification of quantity and quality by them for issuing the B1 and B2 certificates along with other documents.**
- 9. The dosage prescribed under the Package of Practice {PoP} developed by ICAR {copy attached} is to be adhered to by the CBG units & State agriculture departments for sales & verification of FOM/LFOM/PROM, respectively.**
10. Gas production by CBG units may be taken as base for determining corresponding quantity of production of FOM/ LFOM for issuing B1.



**B. One time relaxation for issuing B1 & B2 for the sale of FOM/LFOM during the period 1<sup>st</sup> October, 2023 to 15th May, 2024:**

1. B2 can be issued based on NABL certificates.
2. B1 can be issued based either on stock or sales verification.
3. For the verification of quantity based on stock, the procedure mentioned at point 1-10 of Part -'A' is to be followed.
4. For the verification of the quantity based on sales, all the three procedures mentioned below are mandatorily to be followed by the State Governments:
  - a. On the basis of the PoS sale of the corresponding batch and period.
  - b. On the basis of physical verification at farmer's field to whom the stock has been sold.
  - c. On the basis of the weigh bridge receipt.

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*JNB*  
*21/06/2024.*



No. 11017/29/2021-PMI-II (Part-1) (e-34602)

भारत सरकार/Government of India

रसायन और उर्वरक मंत्रालय/Ministry of Chemicals & Fertilizers

(उर्वरक विभाग/Department of Fertilizers)

शास्त्री भवन/Shastri Bhawan,

नई दिल्ली/ New Delhi-1

दिनांक/Dated: 20<sup>th</sup> September, 2023

कार्यालय ज्ञापन/OFFICE MEMORANDUM

**Subject: Guidelines on Market Development Assistance (MDA) for Promotion of Organic Fertilizers - Regarding**

Organic fertilizers are decomposed derivatives of plant and animal sources such as agri-waste, cattle dung, poultry droppings and domestic sewage. They help in improving the soil texture, increase carbon content of soil, enhance water holding capacity of soil and increase the bacterial and fungal activity inside the soil. Increased use of organic fertilizers will help in balanced use of nutrients thereby reducing excess use of chemical fertilizers which is one of the key elements for sustainable agriculture.

II Fermented Organic Manure (FOM), Liquid Fermented Organic Manure (LFOM) and enriched Phosphate Rich Organic Manure (PROM) are organic fertilizers which are by-products of Bio-Gas (BG) and Compressed Bio-Gas (CBG) plants established under umbrella of Galvanizing Organic Bio-Agro Resources Dhan (GOBARdhan) initiative. Government of India has approved the Market Development Assistance Scheme for promotion of FOM/LFOM/PROM produced in the BG/CBG units under GOBARdhan with a budget outlay of ₹1451.82 Crore for 3 years, i.e., from FY 2023-24 to FY 2025-26.

III The detailed guidelines for Market Development Assistance (MDA) are as follows:

1. **Eligibility Criteria:**

1.1 The Market Development Assistance @ ₹1,500/MT will be provided for the sale of FOM/LFOM/PROM produced at BG/CBG plants established under umbrella Galvanizing Organic Bio-Agro Resources Dhan (GOBARdhan) initiative only. These GOBARdhan units are supported under Sustainable Alternative Towards Affordable Transportation (SATAT) scheme of Ministry of Petroleum & Natural Gas (MoP&NG), 'Waste to Energy' programme of Ministry of New & Renewable Energy (MNRE), Swachh Bharat Mission (Grameen) of Department of Drinking Water & Sanitation (DDWS), etc.

  
20 Sept 2023 1

Email

Ms. Vini Mahajan

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**Standard Operating Procedures (SOPs) for stock verification and quality checking for sales of bulk/package FOM/LFOM/PROM under MDA scheme**

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**From :** Sankara Subramonian V <sankar.sv@nic.in>

Fri, Jun 21, 2024 06:54 PM

**Subject :** Standard Operating Procedures (SOPs) for stock verification and quality checking for sales of bulk/package FOM/LFOM/PROM under MDA scheme

3 attachments

**To :** Manoj Ahuja <secy-agri@gov.in>, Dr(Mr) Himanshu Pathak <dg.icar@nic.in>, Ms. Vini Mahajan <secydws@nic.in>, Secy PNG <sec.png@nic.in>, T.V. Somanathan <secyexp@nic.in>, Secretary MNRE <secy-mnre@nic.in>, Dr Neelam <neelam.patel@gov.in>, Shri Anurag Jain <secyurban@nic.in>, Ms. Alka Upadhyaya <secyahd@nic.in>**Cc :** Shri Rajat Kumar Mishra <fertsec@nic.in>, neeraja.adidam <neeraja.adidam@nic.in>, acmeshram <acmeshram@nic.in>, Bharat <bharat.jassal@gov.in>, Manoj Sethi <asfa-mocf@nic.in>, Aparna Sharma <sharma.aparna@nic.in>, Tina Soni <tina.soni@ias.nic.in>, Prathibha A <prathibha.a@gov.in>, Priya Ranjan <priya.ranjan98@gov.in>, LAL NIRANJAN <niranjanlal@ord.gov.in>, HARVINDER SINGH <harvinder.singh30@gov.in>, Anil Phulwari <anil.phulwari@nic.in>, Director FA <dirfa-fert@nic.in>, Anurag Rohatgi <anurag.r@nic.in>, Laboni Das <laboni.d@nic.in>, Ujjwal Kumar <ujjwal.k@nic.in>, Geeta mishra Deputy Secretary Ministry of chemicals and fertilizers <geeta.mishra@nic.in>, MANOJ KUMAR <manojkumar1616@nic.in>, NARESH ARYA <naresharya.icoas@nic.in>, Shyam Sundar Agrawal, Joint Director, Finance/Expenditure <ssagrawal.icoas@nic.in>, Tilak Raj <tilak.raj26@nic.in>, Yashpal Arora <yp.arora@nic.in>, Nirmla Devi Goel <goel.nd@nic.in>, Robin Gangte <robin.gangte74@nic.in>, Dalbir Singh <dalbir.singh1966@gov.in>, Chetram Meena <chetram.meena@gov.in>, P.G. Meithondai Assistant <pg.meithondai@nic.in>, Amit Chhillar <amit.chhillar@nic.in>, Digamber Singh UDC <s.digamber@nic.in>, Arunkumar UDC <a.kumar69@nic.in>

Sir/Madam,

I am directed to forward herewith this Department's Office Memorandum No.11017/29/2021-PMI-II (Pt.) (e-36537) dated 21.06.2024 relating to Standard Operating Procedures (SOPs) for stock verification and quality checking for sales of bulk/package FOM/LFOM/PROM under MDA scheme (along with enclosures)for information and necessary action please.

Regards,

Sankara Subramonian V  
Under Secretary (NCF)  
D/o. Fertilizers  
Shastri Bhawan,  
New Delhi - 110001.  
Tel.No.011-23073820

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 **POP by ICAR - 21.06.2024.pdf**  
1 MB

 **OM 20.09.2023.pdf**  
6 MB

 **Signed Copy of SOP dated 21062024\_with forwarding (1).pdf**  
1 MB

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