

Directorate of Agriculture Development and Farmers' Welfare

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CIRCULAR

Sub:- Scheme on 'Organic Farming and Good Agricultural Practices' - working instructions issued - reg.

Ref:- 1) Letter No. ADFW/4569/2023-TP2 dated 07/06/2023.
2) G.O. (Rt) No. 748/2023/Agri dated 01/08/2023 Agriculture (Plg-B) Department.

As per the ref.1 cited, the undersigned submitted a proposal for the implementation of the scheme 'Organic farming and good agricultural practices' during 2023-24 and as per ref.2 the Government were pleased to accord administrative sanction for the same for an amount of Rs. 600.00 lakh under the Head of account 2401-00-105-85 (P).

The components sanctioned for the programme include facilitating and assisting the farmers of the state to get their farm certified as per NPOP standards, extending technical support during the conversion phase, supporting SHGs and Krishikootams for following the organic farming principles in production, promotion of Good Agricultural Practices & branding, supporting the production of organic manures, additional support to biogas plants and providing facilitation, technical and extension support for the implementation of the programme.

Under these circumstances, the following instructions are issued for smooth implementation of the scheme and compliance at all levels. The circular has five parts – Part A deals with 'organic certification programme, Part B deals with organic manure production programmes and Part C deals with additional support for Biogas units, Part D deals with the additional man power support on contract basis and Part E deals with the General Instructions for the implementation of the Scheme.

PART A – ESTABLISHMENT OF CERTIFIED ORGANIC FARMS**1. Adoption of standards for certification**

(a). To provide a focused and well directed development of organic agriculture and quality products, Ministry of Commerce and Industry, Government of India launched the National Programme on Organic Production (NPOP) in the year 2000, which was formally notified in October 2001 under the Foreign Trade & Development Act (FTDR Act). This document provides information on standards for organic production, systems criteria & procedures for accreditation of inspection and certification bodies, the national

organic logo and the regulations governing its use. The standards and procedures have been formulated in harmony with international standards such as those of Codex and IFOAM and keeping Indian requirements in mind. This updated sixth edition covers the more recent issues of group certification for small / marginal farmers and mandatory checks required to be carried out by the certification bodies during their inspections. A number of other improvements have also been made in the NPOP documents to meet the latest international requirements. It is instructed that these standards shall be adopted for implementing this scheme component under the scheme. The standards are provided along with this circular as Annexure I.

(b). The Additional Director (Marketing) is hereby instructed that necessary steps shall be taken to empanel the approved agencies for certification as per NPOP guidelines for implementation of the scheme. If valid NPOP approved agencies are available in the country, they shall be invited under an EOI programme and the terms and conditions shall be finalized. Usually, the organic farming certification agency has a fee structure based on its location or state and the fee structure is to be finalized at the Directorate level before 15th September, 2023 and communicated to the filed level offices for implementation along with the list of empaneled certification agencies.

2. Publicity of the scheme and inviting applications from the farmers

(a). Wide publicity of the scheme shall be done at all levels. PAOs shall ensure that the information of the scheme reaches to maximum farmers. The POI, FIB is hereby instructed that, sufficient publicity shall be given through all print, visual and social media. Short videos and reels are also be made out of the financial provisions already earmarked for them.

(b). Applications from farmers are to be invited in the format as provided in the Annexure II of this circular. The Agricultural Officers and AFOs shall ensure that from among the applicants, potential farmers for conversion in to 'certified organic farming' shall only be taken for implementing the scheme. It must be born in mind that; the certification programme is for a long-term tenure and withdrawal from the process during implementation shall be discouraged.

Note: The beneficiaries shall be selected based on the criteria of the certification agency and shall be the farmers who are willing to continue in the process for a longer period.

(c). This scheme component is admissible to all categories of farmers ranging from small & marginal to large farmers. Farmer groups such as Krishikkootams, vegetable

clusters, Kudumbasree units, etc., can also be included in the programme if they are found suitable for long term certification process. Farms with preponderance in crop enterprises shall only be selected for financial assistance under the scheme.

(d). There are three types of organic farmers in the system such as beginners (new entrants), farmers in the process of certification and those who want to renew their certification and it is made clear that all these categories can be supported using the scheme provisions.

(e). Before planning for conversion in to organic farming, consider the following: degree of difficulty to grow or raise the product organically, land and soil suitability, climate suitability, level of demand for the product, marketing challenges, capital required, current prices for conventional, transitional and organic products, and profitability over additional workload. It is suggested that perennial spice crops, some special varieties of crops unique to Kerala (like geo-tagged ones) and speciality crops are desirable for implementation of the scheme.

3. The process of certification and pattern of assistance

(a). The AOs / AFOs shall **fix the certification agency** as identified as per Part A, instruction 1 (b) and get a thorough understanding of the criteria they follow for certification.

(b). The Block Level Agricultural Knowledge Centre (BLAKC) shall be the **consulting agency for implementation** of certification and the process of production shall be through proven scientific package only. Sufficient interaction of the certification agency with BLAKC shall be ensured for fixing the strategy for conversion of a farm in to certified organic one.

(c). As many State Agricultural Universities (SAUs) have stated, organic production systems are knowledge based, new entrants and transitional producers must become familiar with sound and **sustainable agricultural practices**. Transitional producers should be prepared to read appropriate information, conduct their own trials and participate in formal and informal training events. As mentioned, switching from conventional to organic farming is more than substituting synthetic materials to organic allowed materials. Organic farming is a holistic system that relies on sound practices focused on preventative strategies. Since there are often few organic remedies available to organic producers for certain problems, prevention is the key element in organic production. The applied / selected farmers shall be made aware of the principles and practices underlaid in the process by the respective AOs / AFOs.

(d). The next step is to **plan the transition process**. All implementing officers shall develop a transitional plan with clear and realistic goals. The plan should clearly identify various steps to be taken in making the transition to organic and be sure to include realistic timeframes. Identify the strengths and weaknesses of the farm. Consider ways to address any weaknesses, while building on strengths. The business side of the transitional plan should contain a multiple year budget and an effective/realistic marketing strategy. Make sure the list of expenses is comprehensive. Include all prerequisites to begin the transition; such as, mechanical weeding equipment, specialized composting equipment and applicators, additional handling equipment dedicated to the organic products, and processing equipment. The AOs/ AFOs are hereby directed to integrate this scheme with other schemes for the provision of machinery and other required inputs for profitable organic farming.

(d). Although the demand for organic products is continually growing, growers need to make sure they have a **reliable market** for the organic products they plan to produce. Possibility of inclusion of these products in the “Keralagro” brand also shall be explored.

(e). As instructed earlier it is once again reiterated that, **careful planning** is very important. During the early part of the transitional period, yields may often be depressed and premium prices for certified organic products may generally not yet be obtainable. Use realistic yields and prices when evaluating the feasibility of the plan made for the implementation.

(f). In some instances, it is preferable to continue using conventional measures early on in the transitional process in order to **avoid dramatic yield reduction** which could jeopardize the financial well-being of the operation. For example, farmers who are planning to convert their livestock operation should consider certifying their fields first. This allows time to learn more about organic livestock management requirements while, at the same time, starting to produce organic feeds.

(g). Although organic certifiers generally want to see the entire farm become organic, certifiers usually allow new entrants several years of **transition time** before the whole farm is fully certified. The implementing officers shall clarify it with the certification agencies and facilitate the farmers accordingly.

(h). **Parallel production** is the simultaneous production, processing or handling of organic and nonorganic crops, livestock and other products of a similar nature. Although this type of activity is highly discouraged by certifiers, some allow it, especially during the transition period. If permitted to practice parallel production, producers must be

prepared to deal with significant record keeping in order to ensure traceability and organic integrity.

(i). Since soil is the heart of the organic farming system, it is crucial that new entrants understand the various characteristics and limitations of the soils found on their farm. **Soil suitability** may vary significantly from one field to the next. Fields with good drainage, good level of fertility and organic matter, adequate pH, biological health, high legume content, and with less weed and pest pressure, are excellent assets. Often these fields are the first ones ready for transition and certification. Field yield histories are very important and should be considered early in the transition. Unhealthy soils require particular attention.

(j). The AOs / AFOs shall facilitate the beneficiary farmers to follow **crop rotation(s)** and select the most suitable cover crops (green manure, winter cover crops, catch crops, smother crops, etc.). Crop rotations are extremely important management tools in organic farming. It must be noted that they can interrupt pest life cycles, suppress weeds, provide and recycle fertility, and improve soil structure and tilth. Some rotational crops may also be cash crops, generating supplemental income. Crop diversification may also be adopted as a strategy for raising the income of the farmers and assuring resilience.

(k). If farmers plan to grow crops without raising any livestock or with less extent of integration, it may be necessary for them to source allowable **soil amendments** such as composted manure, limestone, rock dust, and supplementary sources of nitrogen, phosphorus, potassium and micro-nutrients. They shall be supported with adequate manure production programmes and green / green leaf manures for the scientific fertility management of the farm. Sufficient awareness shall be given to the beneficiaries regarding the use of bio-fertilisers in this regard by the field level implementing officers.

(l). The AOs / AFOs shall assure that under organic production, farmers must be able to **recycle nutrients** through proper nutrient management practices: recycling through good manure and compost utilization, crop rotations, cover crops (green manure, catch, and nitrogen fixing crops), and by reducing nutrient losses due to leaching, over-fertilization, as well as poor manure and compost management (storage, handling, and spreading).

(m). It is important to know the **crop's most common pests (includes disease and weeds also)**, their life cycles and adequate control measures. There are several measures available to reduce pest pressure: crop rotation, variety selection, sanitation, floating row covers, catch crops, flammers, introduction of beneficial insects, bio pesticides, and inorganic pesticides. Transitional growers should be prepared to use and experiment

with some of these options. The other schemes of the Department such as ‘Soil & Root Health Management and Crop Health Management’ shall be integrated for achieving good results in this regard. Availability of organic molecules has improved significantly over the past few years. New pest control products containing *B.t.*, Spinosad, Kaolin clay are effective and currently available to organic growers.

(n). **Record keeping** is one of the most important requirements to maintain organic integrity. Farmers are expected to keep detailed production, processing and marketing information. This information includes everything that enters and exits the farm. Third party, independent inspectors require farmers to present the above-mentioned documentation when inspecting the farm operation. Once the record-keeping requirements are understood and the reporting procedure established, paperwork becomes routine. The AOs / AFOs shall facilitate the farmers in this regard.

(o). The **pattern of financial assistance** shall be as per the schedule described below.

Sl. No.	Category of beneficiary	Type	Estimated cost for certification	Proposed rate of assistance
01	Small & Marginal farmer	a. Beginner (new entrant)	Rs. 25,000 to 40,000/-	(a). Rs. 25,000 or actual whichever is less for farms of size 0.3 to 1 acre. (b). Rs. 40,000 or actual whichever is less for farms of size 1.00 to 5.00 acres.
		b. Under transition (ie, certification process has been initiated)	Rs. 15,000 to Rs. 30,000/-	(a). Rs. 15,000 or actual whichever is less for farms of size 0.3 to 1 acre. (b). Rs. 30,000 or actual whichever is less for farms of size 1.00 to 5.00 acres.
		c. Renewal of certification	Rs. 25,000 to 50,000/-	Rs. 25,000 or actual whichever is less for all farmers
02	Farmer groups	FIGs like Krishikoottams, SHGs, Clusters etc.	Rs. 40,000 to 1.00 lakh	75 % of the actual limited to Rs. 75,000/- for all types.
03	Medium & large farmers		Rs. 30,000 to 1.5 lakh	75 % of the actual limited to Rs. 50,000 for all types.

(p). An amount of **Rs. 200.00 lakh** is sanctioned for this scheme component. It is targeted that a minimum of 650 farms shall be certified / initiated for certification during

the 2023-24 financial year. The disbursement of financial assistance shall be directly extended to the beneficiary if he / she is paying the full fee to the certification agency or if the beneficiary pays only the part, the rest of the eligible assistance can be paid to the certification agency and shall adopt a convenient step benefiting the farmer in this regard. The district wise physical and financial targets are appended as Annexure III of this circular.

(q). It is clarified that; the scheme component shall be implemented at Krishibhavan level after giving wide publicity and farmers from the field would be facilitated to avail these services utilizing the **man power support of contract staff** appointed for this purpose under the scheme.

PART B

ESTABLISHMENT OF CLUSTERS FOLLOWING GOOD AGRICULTURAL PRACTICES (GAP)

The production of safe food is essential for protecting consumers from the hazards of foodborne illnesses and is important both in the domestic food business as well as for increasing competitiveness in export markets. Hazards may occur at different stages of the food chain starting right from the primary production, e.g. residues above permitted levels, microbial contaminants and heavy metals. It therefore becomes important to address food safety right from food production at farm level. Implementing Good Agricultural Practices (GAP) during on-farm production and post-production processes resulting in safe agricultural products is of immense importance for ensuring a safe food supply. The following instructions are given for the implementation of GAP at field level for compliance.

1. Defining GAP

(a). For the purpose of implementation of the scheme, Good Agricultural Practices (GAPs) are defined as a set of principles, regulations and technical recommendations applicable to production, processing and food transport, addressing human health care, environment protection and improvement of worker conditions and their families.

(b). They are some codes, standards, regulation followed in Farm Practices. The main aim is to deliver to the consumer healthy and safe high quality food and non food products. It is expected ensure sustainable yield, protect the environment with development of livelihood.

(c). This GAP scheme comprises three important areas or sections: standards for

GAP; the structure for implementation in the regions; and the certification and accreditation aspects. These three parts comprise the complete scheme.

Note: It is clarified here that the GAP standards can be implemented by the producer without necessarily getting certification also.

2. Setting the standards for GAP

(a). The standards as laid out by the Food & Agricultural Organisation (FAO) is adopted for the purpose of implementation of the scheme.

(b). As per FAO, the good agricultural practices for controlling food safety hazards are grouped into eleven elements and they are presented below with important aspects that shall be followed.

- i. **Site history and management** – The AOs / AFOs shall facilitate the farmers that the history of the site cultivation is maintained and steps are taken avoid the risks of potential contaminations of all chemical and biological origin.
- ii. **Planting material (Propagation material)** - A document that guarantees seed quality (free from injurious pests, diseases, virus, etc.) shall be on the farm. A record/certificate of seed quality shall be kept stating variety purity, variety name, batch number and seed vendor.
- iii. **Genetically modified organisms (GMO)** - The producer shall inform consumers about the status of the product with respect to GMOs.
- iv. **Fertilizers and soil additives (Plant nutrient management and fertilizer use)** - The facilities for storage, mixing and loading of fertilizer/soil additives and for composting of organic material shall be located and constructed and maintained in a manner to minimize the risk of contamination to production sites and water sources.
- v. **Water (Irrigation/Fertigation)** - The water available for irrigation/fertigation shall be free from serious & harmful contaminants.
- vi. **Chemicals (Plant protection products or other agro and non-agrochemicals)** - Chemicals shall be purchased only from registered/licensed suppliers and the dosage as recommended by competent authorities shall be applied and excess chemicals shall not be used.
- vii. **Harvesting and handling produce** - Harvested produce shall not be placed directly on the soil, or on the floor of the handling, packing or storage areas.

- viii. **Traceability and recall** - Production sites shall be identified by a name or code and recorded on a site map.
- ix. **Training** - The farmers and workers shall be given sufficient training in the areas of responsibility relevant to GAP and records of training shall be kept.
- x. **Documents and records** - Records of GAP shall be kept for two years or more in accordance with statutory requirements, if any, or business requirements as specified in the circular / working instructions of the scheme by the Director of Agriculture.
- xi. **Review of practices** - A review to be carried out at least once a year to identify new or emerging risks related to food safety and actions to correct any deficiencies identified and corrective actions taken.

These are the main unavoidable elements and necessary additions can be taken at field level depending upon the suitability of adoption for effective implementation.

3. Implementation of GAP

(a) GAP shall be implemented at the field level by the Agricultural Officers / AFOs of Krishibhavans for fruits and vegetable cultivation as a first step.

(b) A potential cluster (preferably a vegetable cluster) / group shall be identified at the field level by the Krishibhavans where the GAP is to be followed. A total of 1000 commercial vegetable clusters (staggered clusters can also be included in the absence of regular clusters) / FIGs like Krishikottams in the production sectors of fruit and vegetables / other farmer groups shall be put under GAP during this year. The physical and financial targets for the districts are appended as Annexure IV of this circular.

(c). Even though the process of adoption of GAP is voluntary, the AOs / AFOs shall direct their field staff including the contract staff under ATMA, LEADS and Vegetable Development schemes to canvas the farmers for the adoption of the same by indicating the advantage of the intervention and the farmers in the group / clusters shall be individually followed up for adopting GAP protocols.

(d) A field diary in a prescribed format (Annexure V of this circular) would be placed at each farmer plots in that group and all activities are recorded. The field staff shall be the responsible officials for managing the field book.

(e). The inspecting authority would be the Agricultural Assistant Assistant /

Assistant Agricultural Officer at the field level and as per his / her report the AO / AFO shall issue necessary certifications after conducting cross examinations of the field and documents if necessary. Samples from the field are also to be drawn and tested at prescribed intervals for assuring no pesticide / chemical residue in the farm produce. Provision for testing the same is included as per the 'Vegetable Development Scheme' under the component 'Pesticide residue analysis in vegetables.'

(f). Registration of the cluster and farmer is necessary and suitable provisions shall be made for the same in the AIMS portal. After uploading all necessary details of the cluster and farmer including the test report, it would be possible for the Krishibhavan officials to download the certificate of GAP with suitable interventions like barcode / QR code from the portal which can be affixed to the produce either as stickers or tags for the labelling purpose. The labels shall bear suitable logo for easy identification and assuring uniqueness and necessary information for traceability. The IT cell of the Directorate shall take immediate steps for making these provision in the AIMS portal.

(g) An amount of Rs. 10,000 per cluster is sanctioned for the adoption and labelling purpose of GAP in fruits and vegetables and the pattern of expenditure shall be as per the following schedule.

Sl. No	Name of the component	Amount admissible / cluster (Rs.)
01	Printing & distributing field diaries for farmers	1000.00
02	Conducting 2 – 3 meeting of the farmers to fix up the standards, strategy for implementation of GAP and mid - term monitoring (Food & refreshments, other necessary arrangements, banners etc.)	3000.00
03	Meeting the cost and dispatch of samples drawn for pesticide analysis. (Not less than two samples shall be send for analysis)	2000.00
04	Printing suitable tags / stickers for labelling the produce	4000.00
	Total	10000.00

(h). A total of Rs. 100.00 lakh is sanctioned for this component under the scheme.

(i). The governing structure for the adoption and monitoring of GAP, simplified procedure for certification and disclaimers in the label to be included etc., shall be finalized in consultation with the respective BLAKCs.

PART C

SUPPORT FOR ORGANIC MANURE PRODUCTION PROGRAMMES

Organic manures are used to improve soil fertility, structure, and nutrient content, which in turn promotes healthy plant growth and yields. Organic manure is rich in essential plant nutrients such as nitrogen, phosphorus, and potassium, as well as micro-nutrients such as calcium, magnesium, and sulfur. Under these circumstances the Government of Kerala sanctioned the following scheme components for supporting the use of manure management and its use.

1. Additional support to bio-gas units

(a). Government of India is implementing the scheme New National Biogas & Organic Manure Programme (NNBOMP) for the construction of biogas plants. The construction cost of biogas plants in the state ranges from Rs.30,000/- to Rs.1,00,000/- per plant. To make the scheme more attractive to the farmers, an amount of Rs.72.00 lakh is sanctioned (*fund is inclusive of the previous years' claims if any pendency in disbursement is there*) to be provided from the State Plan for the construction of biogas plant at the rate of Rs.8000/ - per plant to the general sector and Rs.9000/ - to the SC / ST sector as additional assistance.

(b). The modalities of implementation of this scheme component are in accordance with the procedures as laid out as per the NNBOMP scheme of the Government of India. However, this additional assistance shall be disbursed to the beneficiaries as and when they install the plant and start running them successfully. Do not wait for the sanction of fund under NNBOMP scheme for passing the benefit to the beneficiaries as per the State Scheme.

(c). The field level implementing units are Krishibhavans and the necessary documents in connection with direct benefit transfer shall be forwarded to the concerned block level Assistant Directors of Agriculture for effecting payment to the beneficiaries as per the following schedule of rates.

Particulars of CFA	Biogas plant under NNBOMP		Additional Assistance from the State Scheme
	Size		
Biogas plant	1 m ³	2-6 m ³	
a) SC/ST category	Rs.10000/- per plant	Rs.13000/- per plant	Rs. 9000 / plant
b) General category	Rs.7500/- per plant	Rs.12000/- per plant	Rs. 8000 / plant

(d). Proper entries shall be made in the concerned registers maintained for the scheme.

(e). This component of the scheme shall be managed by the Additional Director

of Agriculture (Farms, Biogas and VC) at the state level.

2. Support for the establishment of organic manure production units

(a). For the purpose of the scheme, organic manures are defined as the natural materials which decay into the soil and enrich it by providing microorganisms. The objective of micro-organisms is to convert the nutrients present in the soil and the manure to a form which can easily be absorbed by the plant roots. It is the process of providing nutrients in natural way.

(b). Generally, vermicompost is regarded as a very high quality manure since it contains plant growth promoting substances and have the capacity to provide resistance against common diseases of plants. Hence, vermicompost production units are to be supported under the scheme.

(c). Applications from the beneficiaries shall be obtained in the prevailing format and the farmers under the certification programme shall be given preference.

(d). The following standards for the estimation / valuation are to be followed:

i. 1 unit means 1000 m² of the floor area and the annual production capacity shall be 25 tonnes of processed vermicompost per annum.

ii. In order to construct a shed of 40 x 25 ft, minimum cement pillars may be erected at 10 ft intervals. The pillars at the centre of the shed shall be minimum 16 ft high while these at the edges shall be minimum 10ft. The pillars should be supported with minimum wooden reapers and it should be laid with minimum coconut fronds. The estimate cost of making this 40 x 25ft shed is Rs.30, 000/-.

iii. The tubs for vermicompost unit shall be constructed with the following the dimensions: 2ft length, 4ft breadth & 2ft depth. The tub shall be separated at 10 ft intervals with a 10 ft high wall. Minimum hollow bricks can be used to construct the walls, they shall be plastered with cement. The base should be plastered with cement with a light slope. The cost to construct a two vermicompost tubs of size 20' x 4'x2' = 160 cubic feet is estimated to be Rs.25,000/-

iv. Cow dung requirement @ 5 t (Rs.400/t) is Rs.2,000/-

v. Cost of earthworms & accessories is Rs.2,700/- (10 kg @ Rs.270/kg)

vi. Cost of *Azospirillum* or any other bio agent to enrich vermicompost (10 kg @ Rs.30/kg) is Rs.300

vii. Thus the total estimated value is Rs. 60,000/-

(e). The financial assistance shall be provided at Rs. 30,000 per unit (50% basis) on a pro-rata basis. The valuation as per these specifications shall be done by the concerned AOs / AFOs and recommend to the concerned block level ADAs for effecting payments.

(f). A minimum of 100 such units are planned in the scheme and pro-rata basis can be followed for extending financial assistance. The district wise physical and financial target is appended as Annexure VI of this circular and an amount of Rs. 30.00 lakh is sanctioned for this component of the scheme.

3. Promotion of green manuring

(a). For the purpose of the scheme green manures are defined as crops grown within a rotation for the purposes of: building soil organic matter and soil structure. supplying nitrogen and other nutrients for a following crop. preventing leaching of soluble nutrients from the soil. providing ground cover to prevent damage to soil structure. Green manuring is the practice of ploughing or turning into the soil undecomposed green plant tissues in order to improve soil physical structure and fertility.

(b). All AOs and AFOs are hereby instructed to **procure and distribute** the most important green manure crops like Sunnhemp, Daincha, Sesbania etc., to the farmers for improving soil fertility status. **No direct cash subsidy for the farmers** envisaged as per this scheme component.

(c). It is sanctioned in the scheme to provide green manure seeds at a maximum rate of Rs. 3000 per hectare. A total of 1000 ha of area is proposed to be covered by this programme. Preference shall be given to organic farmers under certification for receiving this assistance. Proper documentation shall be done.

(d). The total fund sanctioned for the component is Rs. **30.00** lakh and the physical and financial targets for districts are appended as Annexure VII of this circular.

PART D

ADDITIONAL MAN POWER SUPPORT FOR THE SCHEME

The State Organic Farming Cell and Organic Farming cell at District level will continue to function for effective co-ordination of the programme at State and District levels respectively. The engagement staff on contract basis would be as per the decision of the Government and communicated to the sub offices on receiving appropriate sanction from

the Government in this regard.

(a). An amount of Rs.90.6306 lakh is sanctioned for utilization as follows including the payment of pending wages of the contract staff arisen due to lack of sufficient funds during the financial year 2022-23.

Designation	Number	Mode of engagement	Remuneration	Amount sanctioned (Rs in lakh)
Technology Manager with BSc (Agri.)	15	On contract	Rs.29,785 per month	53.6130
Facilitator with VHSE (Agri.), Diploma in Organic agriculture, Computer knowledge	16	On contract	Rs.19,280 per month	37.0176
Total				90.6306

(b). The **Technology Managers** with educational qualification BSc (Agriculture) are to be engaged purely on contract basis at the rate of one each at every district under PAOs and one at the Organic farming cell of the Directorate. Their wage rate shall be a maximum of Rs. 29,785 per month and the tenure of their engagement shall be for a maximum period of 12 months during the tenure of the scheme. Their duties shall be as follows.

i. They shall facilitate in the process of identification of external certifying agencies and prepare the file works needed for their empanelment.

ii. They shall assess the standards followed for certification process and report the bottlenecks if any to be taken up with the certification agencies.

iii. They shall train the Facilitators in the implementation of scheme components.

iv. They shall maintain the registry of farmers containing their details, crops, status of implementation, product availability, extent of production, market opportunities,

marketed produce etc., and kept ready for examination at any point of time.

v. They shall conduct frequent field visits and conduct meetings of the farmers with the help of the Agricultural Assistants of the locality and report the progress of implementation and help in maintaining the field diary kept at farmers' fields.

vi. They shall act as the lesioning officials between the farmers and certification agency and shall conduct regular follow-ups for the certification programme.

vii. They shall assist the farmers in submitting different applications and documents for certification in time.

viii. They shall develop suitable strategies for the marketing of the produce in consultation with the field level Agricultural Officers including registering the farmers in the AIMS portal for obtaining certifications in the GAP programme.

ix. They shall co-ordinate and implement the activities as ordered by their competent officers in line with other CSS on organic farming and GAP initiatives.

ix. They shall keep a diary of the works done by them duly certified at monthly intervals for availing eligible wages under the scheme.

(c). **Facilitators** with educational qualification not less than VHSE (Agri.), Diploma in Organic agriculture, Computer knowledge can be engaged purely on contract basis with a wage rate of Rs. 19,280 per month for 12 months during the tenure of the scheme. They shall be engaged at the rate of one each at district head quarters and two at Organic Farming Cell of the Directorate. Their duties are described as follows.

i. They shall act in accordance with the directions received from Technology Managers and competent officers of the Department.

ii. They shall manage the documents in connection with the implementation of the scheme.

iii. They shall assist the officers in conducting field visits, managing the farmers, observing the adoption of standards and regular follow up with the beneficiaries.

iv. They shall facilitate the farmers in acquiring necessary technical and service support from the competent authorities.

v. They shall be in charge of the documentation of the scheme.

vi. They shall geo-tag the farms as and when they are established.

vii. They shall facilitate the process of sample collection from the farmers' clusters for pesticide residue analysis and record keeping and regular follow ups to get the results in time and communicate the same to the beneficiaries.

viii. They shall be responsible for the execution of tasks as ordered by competent officers regarding the implementation of other schemes like CCS on organic farming and GAP initiatives.

ix. They shall keep a diary of the works done by them duly certified at monthly intervals for availing eligible wages under the scheme.

(d). Regular meetings are to be conducted for the evaluation and monitoring of the scheme, since the approach has been revised from 2023-24 Annual Plan onwards. An amount of Rs. 2.3694 lakh is sanctioned as **operational costs** for the programme for conduct of need-based meetings, trainings etc. The traveling cost of Technology Managers and Facilitators at a maximum rate of Rs. 750.00 per month can be met from this provision. This shall be released in a reimbursement mode and the tour diary of them shall be certified by their controlling officers for effecting the payment. The necessary funds shall be requested at the Directorate for release. An amount of Rs. 0.30 lakh is admissible per training programme and can be used for food & refreshments, infrastructure arrangements, banners, honorarium (at the prevailing rate of SAMETI) for experts including officials of the Department.

PART E

GENERAL INSTRUCTIONS

(a). The financial abstract of the scheme is provided in the following table.

Sl. No.	Name of the component	Rate / unit	Number of units	Total amount (Rs. in lakh)
01	Assistance for organic certification	Provided as per 3.1.2		200.00
02	Adoption and implementation of GAP	Rs. 10,000 per cluster or group	1000	100.00
03	Organic farming of fruits & vegetables through SHGs through VFPCCK			75.00
04	Additional support to Biogas plants under CSS	Rs. 8000 for General, Rs. 9000 for SC/ST		72.00

05	Support for the establishment of organic manure production units	Rs. 30,000 as subsidy on pro-rata	100 numbers	30.00
06	Distribution of Green manure seeds	Rs. 3000 / ha. as seed cost	1000 ha	30.00
07	Additional man power support for implementing the scheme.			90.6306
08	Operational / miscellaneous expenses for the scheme			2.3694
	Total			600.00

(b). The total financial provision for the scheme is Rs. 600.00 lakh and the expenditure in this regard shall be debited from the Head of Account 2401-00-105-85 (P). The arrears of the wages to the contract staff pertaining to the previous financial year, if not drawn and disbursed from any other sources shall also be admissible under this financial provision and the total expenditure in this regard shall not exceed the total funds sanctioned under the component.

(c). AIMS registration and geo-tagging are compulsory wherever applicable.

(d). Do not park funds at any level.

(e). The expenditure shall be in accordance with the financial provisions of the scheme.

(f). The scheme manager at the state level for the components except 'biogas' shall be the Additional Director of Agriculture (Marketing) and the DDA (NWDPR) shall be the district level managers. The scheme is placed at the disposal of PAOs. Additional support bio-gas shall be implemented by the Additional Director of Agriculture (Bio-gas, Vegetable Cell & Farms)

(g). Field visits and inspections shall be carried out at all levels and the report on the progress of implementation shall be sent to the undersigned before 10th of every month in the format as appended as Annexure VIII.

(h). Observe store purchase rules wherever necessary.

Annexure – II

Organic Certification Under NPOP Standards

APPLICATION FORM

Name of District :

Name of Block :

Name of Krishi Bhavan :

Detail location of the plot :

1. Name and address of farmer/ Group

Mobile No. :

M2. Survey No and total Area in cents :

3. Type of ownership : Owned /Leased

4. Actual area under fruit and vegetable

proposed for cultivation under GAP :

5. Type of fruit and vegetable crop -

Type Area in cents

1.

2.

3.

6. Details of livestock owned :

(a)Type of animal

(b) No. **Annexure – II**

(c) Quantity of manure obtained per week

(d) Quantity sold per year

3. Type of ownership

DECLARATION

I _____ (Name) hereby declare that the details furnished above are correct to the best of my knowledge and belief. I will abide all rules and regulations specified for *organic certification under NPOP standards* and will use all the assistance provided for the cultivation of crops under this programme only. I agree to maintain farm diary to record the farming activities in the prescribed format and produce for inspection before the authorities concerned.

Date:

Place Signature with Name of farmer

Verification Report by the Agricultural Assistant

I have personally inspected the farm and found fit for converting the farm in to an organic farm under NPOP standards.

Date:

Place Signature with Name of Agrl. Asst.

Assessment by the Agricultural Officer

(Write a brief description of the status of the farm and indicate the possibility of converting it in to an Organically Certified one.)

Date:

Place Signature with Name of Agrl Officer

Recommendation of Assistant Director of Agriculture

Date:

Place Signature with Name of Assistant Director of Agriculture

Recommendation of DDA (NWDPPRA),Principal Agricultural Officer

Date:

Place Signature with Name

NOTE: AAs must do onsite inspection of all farms under his/her jurisdiction

AOs should do inspection of square root number of farms

ADAs should do inspection of minimum one farm per panchayat

<u>ANNEXURE III</u>			
Assistance for organic certification			
	District	650 nos farms	
		Physical	Financial
		Target	Target
1	Thiruvananthapuram	40	12.0000
2	Kollam	45	14.0000
3	Pathanamthitta	50	15.0000
4	Alappuzha	35	10.5000
5	Kottayam	35	10.5000
6	Idukki	60	19.0000
7	Ernakulam	40	12.0000
8	Thrissur	60	19.0000
9	Palakkad	60	19.0000
10	Malappuram	40	12.0000
11	Kozhikode	35	10.5000
12	Wayanad	70	22.0000

13	Kannur	45	14.0000
14	Kasargode	35	10.5000
	Total	650	200.00

<i>ANNEXURE IV</i>			
Adoption and Implementation of GAP			
	District	1000 nos	
		Physical	Financial (10000/- Rs / cluster)
		Target	Target
1	Thiruvananthapuram	82	7.20000
2	Kollam	75	7.20000
3	Pathanamthitta	60	7.20000
4	Alappuzha	61	4.50000
5	Kottayam	61	7.20000
6	Idukki	65	10.0000
7	Ernakulam	65	4.50000
8	Thrissur	83	4.50000
9	Palakkad	80	4.50000
10	Malappuram	85	7.20000
11	Kozhikode	63	7.20000
12	Wayanad	60	7.20000
13	Kannur	80	7.20000
14	Kasargode	80	14.40000
	Total	1000	100.0000

ANNEXURE V**FIELD DAIRY**

Details to be recorded in the Field Dairy under Good Agricultural Practices (GAP) certified vegetable Production programme

Details to be recorded in the Field Dairy by the farmer/group and to be monitored ,verified, assessed by field level functionaries

Records related to basic information of farmer

Name :

Area :

Address :

Mobile No :

Bank Details (Optional)

Bank Account No.:

Name of Bank:

Name of Branch:

IFSC code:

AADHAR No. of farmer (optional)

Details of Krishibhavan

Name of Krishi bhavan: Name of the AO / AFO:

Name of Block:

Post office with pin code:

E mail ID if any:

Agricultural Assistant attached: Ph. No.

Details of trainings undergone by the farmer *

Date	Source of Training including the resource person details	Topic of training	Signature of participant	Date of venue

Land area details

Extend of area (cents)

Survey No.

Actual area under cultivation (cents:)

Type of ownership: Khayat, location of the plot

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Distance from KUSHI BHAVAN ,location of the plot							
Crops area details							
Name of the crop	Area in acre/cents	Date of planting	Expected yield at the end of the season	Remarks (organic / in conversion/others)	Actual yield obtained		
Availability of soil test results available : Yes No:							
Availability of soil health card : Yes No:							
Availability of good quality irrigation water : Yes No:							
Specific problems if any related to soil :							
Record of soil related crop failures if any :							
Availability of fencing/ Bufferzone : Yes No:							
"If yes" Type of fencing/ Bufferzone :							
Details of crop Insurance							
Date of insurance	Crop and Area under insurance	Premium paid with receipt details	No				
Records related to Agronomic Practices							
Seed & Planting material							
Sl.No.	Name of the crop	Variety	Purchase date of seed	Name of Supplier & Address	Type of seed (organic, untreated non organic, treated non	Seed Treatment (give details)	Date of sowing/planting

					organic)		
Daily Activities							
Date	Activity			Plot no.	Methode, type of machinery used		
	Land preparation						
	Planting/sowing						
	Weeding and interculture operation						
	others						
Soil Conditioners & Fertility Input Records:							
Sl. No.	Name of farm / plot no	Area	Name of the crop	Name of the inputs	Source of input / brand	Details of application	
						Time	Quantity actually used
Soil and water conservation measures adopted in the farm							
Describe the activities in brief.							
Fertilizer Application Record reported in the farm							

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Name of farm / plot no	Area	Name of the crop	Date of application	Name of the inputs	Source of input / brand	Actual Quantity applied

Record on Pest and disease incidence

Date of observation	Symptoms	Diagnosis on pest/disease	Extend of damage (%)	Management actions taken (Indicate the Prescription by AO)

Details of control methods adopted

Diseases, Insects, Pest Management record:

Area	Name of the chemical applied and Active ingredient	Date of application	Quantity applied	Method of application	Pre harvest interval followed	Name of the person applied	Safety measures adopted

Details of organic manures produced by the farmer in his plot

Type	Quantity	Method of preparation	sources of inputs used

IPM strategy

Methods adopted for IPM

Pesticide residue Analysis report

Date of sampling	Crop	Variety	Testing facility or name of the Lab	Result No. and Date	Total quntity of produce

Corrective actions for non- conformity events

Disposal of rejected produce

Nature of non-confoirmity :

Suggested correction :

Action taken for correction :

Result :

Traceability

Register Number	Batch no./Lot no	Product details	Quantity	Date of packing

Details on Post-harvest product handling

Date of harvest	Quantity	Type of processing-sorting, Grading, washing	Packing method	Labelling	place of storage

Details on waste management

Quantity of farm waste

(crop residues and biodegradable waste) :

Quantity utilized for compost :

Quantity of manures obtained :

Any other method used for disposal of farm waste :

Record maintained by farmer, monitored by peer groups and assessed by field level functionaries and certification authorities

Map

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Notes and Inspection report of the higher officers.

ANNEXURE VI

Support for the establishment of organic manure production units			
	District	100 nos	
		Physical	Financial (30000/- Rs / cluster)
		Target	Target
1	Thiruvananthapuram	7	2.10000
2	Kollam	7	2.10000
3	Pathanamthitta	7	2.10000
4	Alappuzha	7	2.10000
5	Kottayam	7	2.10000
6	Idukki	9	2.70000
7	Ernakulam	7	2.10000
8	Thrissur	7	2.10000
9	Palakkad	7	2.10000
10	Malappuram	7	2.10000
11	Kozhikode	7	2.10000
12	Wayanad	7	2.10000
13	Kannur	7	2.10000
14	Kasargode	7	2.10000
	Total	100	30.00

Annexure VII

Distribution of Green manure seed			
	District	1000 Ha	
		Physical	Financial (3000/- Rs / HA)
		Target	Target
1	Thiruvananthapuram	72	2.16000
2	Kollam	72	2.16000
3	Pathanamthitta	72	2.16000
4	Alappuzha	45	1.35000
5	Kottayam	72	2.16000
6	Idukki	100	3.00000
7	Ernakulam	45	1.35000

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8	Thrissur	45	1.35000
9	Palakkad	45	1.35000
10	Malappuram	72	2.16000
11	Kozhikode	72	2.16000
12	Wayanad	72	2.16000
13	Kannur	72	2.16000
14	Kasargode	144	4.32000
Total		1000	30.00

Annex VIII																		
District	Assistance for organic certification				Adoption and Implementation of GAP				Adoption and Implementation of organic manure production units				Green manure seed distribution					
	Target		Achievement		Target		Achievement		Target		Achievement		Target		Achievement			
	Phy	Fin	Phy	Fin	Phy	Fin	Phy	Fin	Phy	Fin	Phy	Fin	Phy	Fin	Phy	Fin		
1	Thiruvananthapuram	40	12.00			82	7.20			7	2.10			72	2.160			5.08260
2	Kollam	45	14.00			75	7.20			7	2.10			72	2.160			5.88780
3	Pathanamthitta	50	15.00			60	7.20			7	2.10			72	2.160			5.35105
4	Alappuzha	35	10.50			61	4.50			7	2.10			45	1.350			6.37845
5	Kottayam	35	10.50			61	7.20			7	2.10			72	2.160			3.87205
6	Idukki	60	19.00			65	10.00			9	2.70			100	3.000			6.37845
7	Eranakulam	40	12.00			65	4.50			7	2.10			45	1.350			6.18565
8	Thiruvallur	60	19.00			83	4.50			7	2.10			45	1.350			5.88780
9	Palakkad	60	19.00			80	4.50			7	2.10			45	1.350			3.69780
10	Malappuram	40	12.00			85	7.20			7	2.10			72	2.160			2.69920
11	Kozhikode	35	10.50			63	7.20			7	2.10			72	2.160			4.10070
12	Wayanad	70	22.00			60	7.20			7	2.10			72	2.160			6.37845
13	Kannur	45	14.00			80	7.20			7	2.10			72	2.160			4.30342
14	Kasargode	35	10.50			80	14.40			7	2.10			144	4.320			6.15506
	HQ																	7.01000
	Total	650	200.00			1000	100.00			100	30.00			1000	30.00			79.36848

sd/
GEORGE SEBASTIAN
 Director of Agriculture i/c

[Signature]
 Assistant Director of Agriculture
 State Organic Farming Cell
 Directorate of Agriculture
 Thiruvananthapuram