

**GOVERNMENT OF HIMACHAL PRADESH
DEPARTMENT OF AGRICUTLURE**

Department of Agriculture, Himachal Pradesh, intends to promote **Organic Farming –Area Expansion & Organic Certification (2000 Ha area approx.)** in all districts. The promotion of organic farming i.e. area expansion and organic certification at farmerø field shall be done as per guidelines and terms and conditions for which services of service providers would be required. Eligible and experienced agencies who wish to work as service provider can submit their proposal directly to the Deputy Director of Agriculture of the concerned district and District Agriculture Officer in Kinnaur at Rekongpeo and Lahaul Spiti at Keylong .

Documents i.e. Annexure-A, B and C can be viewed and downloaded from our website www.hpagriculture.com

**Government of Himachal Pradesh
Department of Agriculture**

**DOCUMENT FOR PROMOTION OF ORGANIC FARMING-AREA
EXPANSION & ORGANIC CERTIFICATION IN THE STATE .**

Annexure A

Guidelines for selection of service provider and signing of agreement

1 Background

- 1.1 Service provider has to play active role in organic agriculture adoption and certification by providing services regarding selection, motivation, registration of farmers, transfer of technology, internal control system (ICS), on farm organic input production and marketing linkage.
- 1.2 For the purpose of organic agriculture, NGOs/societies/farmer groups may act as service provider.
- 1.3 Service provider will act as facilitator and not as operator.
- 1.4

2 Scope

- 2.1 In principle all farmers can be covered under group certification. Farmers are to be organized into group as per requirement of certification. Objective is to reduce cost of certification without compromising quality. Selection of certification agency shall be done purely as per advice of department of agriculture and the service provider shall not engage any agency at their own.

3 Eligible Agencies

- 3.1 The service provider may be state government agencies, SAUs, KVKs, NGOs, private agencies.

4 Qualification and experience

- 4.1 Must be familiar with the principles of organic agriculture.
- 4.2 Must be familiar with internal control system and efficient in documentation.
- 4.3 Must have one agriculture graduate trained in organic agriculture/ inspection and certification. Condition of training in organic agriculture/ inspection and certification is relaxable for first year. But service provider has to ensure above mentioned training to agriculture graduate with in first

year of agreement signed, failing which it will be considered infringement of terms and conditions and penalty clause will be invoked.

- 4.4 Must have knowledge of local culture and dialect.
- 4.5 Must be knowledgeable in local resource management/ inputs/ITKs.
- 4.6 Knowledge of marketing of organic produce and must not have conflicts of interest.

5 Role and responsibility of service provider

- 5.1 Service provider will identify the area and motivate the farmers to adopt organic farming and will prepare map of the selected area and for individual farms.
- 5.2 Farmers of area selected will be organized in to group keeping in view the contiguity of area and requirement of group certification.
- 5.3 Groups so formed will be organized in to registered society block wise or contiguous area wise. Society so formed will be responsible for management of organic programme in future and will work with service provider right from beginning of programme.
- 5.4 Service provider and society will develop ICS manual of society for organic agriculture.
- 5.5 Society will identify the resource persons from the member groups ó at least one from member group, who will act as field supervisor, ICS inspectors, input managers, store/stock manager, marketing manager etc. as defined in the manual.
- 5.6 Society formed will act as operator and service provider will provide hands on training to the selected members of society and capacity building of society for organic agriculture as per role decided i.e. field supervisor, ICS inspectors, input handlers etc.
- 5.7 Service provider will provide training to resource persons as identified by society.
- 5.8 Service provider will provide training to farmers on concept of organic agriculture, on farm input preparation, doø and donøts in organic agriculture, NPOP, NOP, EU standards and minimum one training per season per group will be organized. For the purpose of training one or more groups of contiguous area can be clubbed and minimum 50% of group members should attend the training.
- 5.9 Farmers of group will be registered with society as organic grower and will follow the manual of society.
- 5.10 Service provider will ensure submission of application packet to certification body. For the purpose, resource persons of society will be trained.
- 5.11 As organic system plan (OSP) is to be prepared yearly well before beginning of crop season, service provider will facilitate and ensure preparation and submission of OSP timely.
- 5.12 Service provider will impart training to resource group as selected by society and will facilitate filling of farmer diary, preparation of ICS document, submission of document to certification body, conduct of external audit and any other document required for the purpose by certification body or any other related agency. Farm diaries will be designed and supplied by service provider and individual farmer field map will be ensured on each diary.

- 5.13 Service provider will ensure data entry on TRACENET and will impart training to resource group on the aspect.
- 5.14 Service provider will facilitate society in working out a system for sustainability of project after completion of project. It may include monthly fee from individual farmers, payment to resource persons, payment of certification fee in future etc. This will be included in the ICS manual to be designed.
- 5.15 Society may select resource persons from members of group which are likely to stay in village/area and likely will not move for any job outside. Women folk of the area can be best suitable resource persons as are actively participating in agriculture activities.
- 5.16 Service provider will provide assistance in grading, packaging, labeling, storage and marketing of organic produce.
- 5.17 Service provider will prepare farm inspection check list and notes on training to farmers.
- 5.18 Service provider will ensure documented purchase system with sample of all documents for off farm inputs including receipt and exit details in/from store.
- 5.19 Service provider will prepare basic questionnaire including last use of prohibited inputs and ensure its availability to CB at the time of inspection.
- 5.20 Service provider will ensure display of signboard in each ICS group. Subject matter to be approved by competent authority.

6 Terms and conditions

- 6.1 Service provider should have at least one year experience of working in the field of organic agriculture and certification authenticated by copy of last scope certificates issued by accredited certification body. Progress of last project handled indicating date of signing the MoU, duration of project, date of completion of work and end result with documentary evidence. Timely completion of last project handled will be an essential criterion for empanelment of service provider and a certificate of timely completion has to be submitted authenticated by project awarding authority.
- 6.2 Service provider will submit date on which agency came in to existence and started work of organic agriculture and certification. Total volume of ICS conducted i.e. number of farmers and area certified/ under conversion with documentary evidence.
- 6.3 Service provider should have an experience and expertise on the new requirement of TRACENET launched by APEDA as a tool for traceability through online data entry.
- 6.4 A profile of organization with details of technical manpower and past performance/experience of project implementation.
- 6.5 Service provider has to set up a project office in the state with required manpower.

- 6.6 Applicable income tax/service tax has to be paid by the service provider and certificate in this regard has to be submitted by service provider annually before release of last annual installment.
- 6.7 Funds for the work awarded shall be released by the work awarding authority subject to completion of job assigned and no advance shall be admissible. During second and third year funds shall be released after submission of complete progress report for the previous year and submission of Utilisation certificate. During third year, complete project report for three years has to be submitted before release of final installment and UC has to be submitted within one month of release of final payment.
- 6.8 Service provider shall furnish bank guarantee equivalent 50% of the amount allocated for one year from scheduled bank valid for a period of one year, to be revised annually as per allocation till last year of project.
- 6.9 Entire project shall be monitored by concerned officers of the department from time to time. The job should meet the prescribed standards and if found substandard necessary appropriate action shall be initiated which may lead to hold payment till it is rectified/ corrected. The service provider should submit its report every month in compulsory monthly meetings. Record shall be submitted in duplicate to block SMS who will forward it to district authorities after verification.
- 6.10 The department is also entitled to rescind the agreement in the event of service provider infringing the terms and conditions of agreement and in that eventuality, department shall be entitled to encash the bank guarantee furnished by the service provider and appropriate the proceeds thereof under intimation to the service provider. Besides this service provider shall also be liable to compensate the department/farmers for the losses which may be suffered, incurred, undergone and or sustained by the department due to infringement of terms and conditions of the agreement by the service provider. In such case the department shall be at liberty to allot the work for remaining period to other service provider.
- 6.11 The courts of Himachal Pradesh shall have the jurisdiction in case of any dispute arising between the parties in respect of interpretation of agreement as well as to the implementation of the programme of project.

MODEL AGREEMENT (FORMAT)

This agreement for internal control system and certification is signed on (date) for the period of three years for organic programme in District () under (scheme) amongst:-

Department of Agriculture, Government of Himachal Pradesh through the Deputy Director Agriculture District () here after called "First Party" expression, unless repugnant to the context a meaning thereof, shall includes its successor(s) or permitted assigned,

AND

M/S (Service provider with complete address) registered under (Act) with registration number through (Name and address of authority on behalf of service provider)) here after called "Second Party" which expression, unless repugnant to the context a meaning thereof, shall includes its successor(s) or permitted assigned,

Where as the first party on the basis of experience, past performance and manpower availability and their qualification with service provider, has been allocated ha area of land for organic certification.

NOW THEREFORE THE PARTIES HERETO HAVE AGREED TO THE FOLLOWING TERMS AND CONDITIONS

The second party shall implement the project through its trained manpower by identifying the area with the help of field staff of department of Agriculture where the project shall be implemented, organize farmers of the area in to groups and block wise / area wise society, identify resource persons from groups/society, provide hands on training to these resource persons in all aspects of organic certification step by step to make society effective entrepreneur. The service provider shall implement the project through step by step process viz. organic adoption and organic certification.

ORGANIC ADOPTION :

First Party

50 % of total expenditure will be paid to the second party on account of various activities enlisted for organic adoption. Service provider or farmers will bear the balance 50% expenditure. Payments shall be released in three years in the ratio of 40:30:30. Release of payment shall be exclusively against work/job completion and no advance shall be admissible. Maximum release per year will not exceed the norms fixed i.e. 40% of total during first year, 30% during second year and 30% during last year.

Second party

Second party will undertake following activities in the selected area and will be eligible for 50% assistance on account of expenditure incurred on these activities as per norms subject to production of bills and relevant documents.

1 Base line survey (cost norm Rs 3000/ ha, 50% assistance eligible is Rs 1500/ha). Activity is to be completed during first crop season of the project.

- a. Primary data collection
 - i. Identification of area.
 - ii. Village level meetings regarding the programme.
 - iii. Selection of village, farmers and area.
 - iv. Organisation farmers in to groups and groups in to society.
 - v. Registration of farmers.
 - vi. Farmers agreement.
- b. *Secondary Data collection*
 - i. Collection of revenue records of selected village/area and farmers selected.
 - ii. Cropping pattern of the area/group for last three years.
 - iii. Label of Inputs being used by the farmer.
 - iv. Basic facilities available with the farmers with respect to organic farming.
 - v. Soil fertility status. 100% soil sample collection and issue of soil health cards.
 - vi. Interventions required i.e. construction of compost pits, infrastructure for biological/botanical preparations, change in cropping pattern etc.
- c. Preparation of village map depicting organic area of individual farmer and high risk area due to drift from conventional farms and buffer zones.
- d. Preparation of individual farm map depicting crop rotation and buffer zones.

2 Farmer meetings and orientation (cost norm Rs 1000/ha 50% assistance eligible is Rs 500/ha) Activity is to be completed during first season of the project.

- a. 100% selected farmers to be covered
- b. Issue of farm diary to all farmers
- c. Issue of documents to all members of the group- each member of group will be supplied with docket preferably in Hindi language containing:
 - i. Copy of IQS manual, internal standards document.
 - ii. NSOP document and amendments from time to time till project period,

- iii. Definition of production unit.
- iv. Farm entrance form
- v. Field records and use of inputs.
- vi. Package of practices.
- vii. Description of steps involved in organic farming right from sowing to harvesting, cleaning, storage, packing, labeling and marketing, copy of agreement between service provider, society and farmer.
- viii. Annual farm inspection checklist.
- ix. Information on training process and farm advisory.

3 *Farmer Trainings (cost norms Rs 5000/ha, 50% assistance eligible is Rs 2500/ha)*

- a. Organic crop production techniques.
- b. On farm input production and judicious use of natural resources.
- c. Pest and disease management by organic methods.
- d. Post harvest management.
- e. Packaging & labeling

Approximately 4 farmers per hectare are to be trained per topic. Training may be of one or two day duration. Training may be organized group wise or society wise. One session for practical training is mandatory. Learning by doing strategy may be followed. One training per season (Kharif & Rabi) is to be organized. During first year only one training will be organized.

4 *Supply of basic inputs (cost norms Rs 6000/ha, 50% assistance eligible is Rs 3000/ha)*

- a. Biofertiliser, bio-pesticides, traps, botanical pesticides/preparations, organic fertilizers etc. as per provisions in NSOP. Inputs amounting to Rs 2000/ ha will be supplied during each year in two season i.e. Rs 1000/ season.

5 *Farm facilities for inputs generation (cost norms Rs 3000/ha, 50% assistance eligible is Rs 1500/ha) Assistance @ Rs 1000/ ha per ha will be provided for three years.*

- a. Vermi compost production (To be supplemented from other ongoing schemes)
- b. Vermi wash and compost tea production
- c. Bio/botanical preparation.

6 *Administrative cost to service provider and society (cost norm Rs 2000/ha, 50% assistance eligible is Rs 1000/ha)*

Administrative cost is admissible to service provider and society for three years. It will be shared by service provider and society in the ratio of 50:50. Administration cost shall be admissible during second and third year.

Above component wise allocations are indicative however as per field situation the district officers are allowed inter component re-appropriation to the extent up to 20%.

7 Mode of payment

50% of total expenditure will be paid by the department as assistance and balance 50% is to be borne by farmers and service provider. Payment schedule will be as under:

First year

Activity	Cost norm/ha (Rs)	Total cost eligible/ha during 1 st yr. (Rs)	50% assistance admissible(Rs)	Remarks
Base line survey	3000	3000	1500	First installment after submission of baseline survey report
i)Farmer meeting & orientation	1000	1000	500	Second installment after submission of records.
ii) Facilities for input generation	3000	1000	500	
i)Farmer training	5000	1000	500	Third installment after submission of training records
ii) Supply of basic inputs	6000	2000	1000	After submission of distribution lists and bills
Total		8000	4000	

Second year:-

Activity	Cost norm/ha (Rs)	Total cost eligible/ha during 2 nd yr. (Rs)	50% assistance admissible (Rs)	Remarks
i)Supply of basic inputs	6000	1000	500	First installment after submission of records. Progress report & UC for 1 st year
ii)Farmer training	5000	1000	500	
i)Farmer training	5000	1000	500	Second installment after submission of training records
ii) Facilities for input generation	3000	1000	500	After submission of distribution lists and bills
i)Supply of basic inputs	6000	1000	500	Third installment After submission of distribution lists and bills
ii) Adm. Exp.	2000	1000	500	
Total		6000	3000	

Third Year

Activity	Cost norm/ha (Rs)	Total cost eligible/ha during 3 rd yr. (Rs)	50% assistance admissible (Rs)	Remarks
i)Supply of basic inputs	6000	1000	500	First installment after submission of records.
ii)Farmer training	5000	1000	500	Progress report & UC for 2 nd year
i)Farmer training	5000	1000	500	Second installment after submission of training records
ii) Facilities for input generation	3000	1000	500	After submission of distribution lists and bills
i)Supply of basic inputs	6000	1000	500	Third installment After submission of distribution lists and bills.
ii) Adm. Exp.	2000	1000	500	Project component completion report
Total		6000	3000	

ORGANIC CERTIFICATION

- 1 Service provider will act as team leader of internal control system and liaison with certification agencies by coordinating internal inspection and external inspection.
- 2 That the service provider shall open local office, employ trained manpower, maintain records and make available all information related with the project as and when required.
- 3 Signboards should be displayed in each ICS cluster.
- 4 Farmers of contiguous area preferably panchayat wise should be organized in to organic grower groups. Group committee should be formed at group level to support farmers for record maintenance. These groups are to be organized in to society. Society so formed will act as operator.
- 5 Qualified personnel will be identified from society/groups and will be trained in ICS, data base management, requirement of NPOP (NSOP) etc. Separate training programmes are to be organized on each topic. List of personnel identified and trained is to be submitted to first party.
- 6 That the service provider shall on the basis of soil and water testing and on the basis of available farm wastes, prepare suitable technology package and shall disseminate to farmers so that their input management for soil fertility can be met from on farm itself.
- 7 That the service provider shall coordinate with the officials of department to ensure timely and quality construction of compost pits in the ICS villages and train farmers on manure production locally.

- 8 That the service provider shall design farm diary as per international norms which will contain all details about farmers, agriculture operations, including cattle. The said farm diary shall be maintained and updated with the help of field supervisor from society.
- 9 That the service provider shall design internal quality control system manual in Hindi and English as per NPOP, NOP and EU standards.
- 10 The entire project shall be monitored by the concerned officers of the department from time to time. They should be involved in every activity and preferably monthly action plan may be submitted to block as well as district headquarter so as to facilitate attending the programme and monitoring. The job should meet the prescribed standards and if found substandard necessary appropriate action shall be initiated which may lead to hold payment till it is rectified / corrected. The service provider has to submit progress report monthly and attend monthly meetings compulsory.
- 11 That the total duration of the project is three years and service provider shall provide its services for the three years of the project.
- 12 Service provider will ensure linkage of organic grower society with domestic and international companies for procurement of organic produce from organic society.
- 13 First party will pay a sum of Rs 7000/ ha for three years in the ratio of 30:30:40 to service provider. Each year payment shall be released in three installments by the department in the ratio of 30:30:40. First installment after identification of farmers, group formation, organization in to society and registration of farmers with certification body. Second installment on completion of first internal audit and third payment after completion of second audit and issue of scope certificate by certification body.
- 14 Selection of certification agency shall be done purely as per advice of department of agriculture and the service provider shall not engage any agency at their own.
- 15 On account of work done by society through their resource persons, service provider will pay 20% of total allocation to society as honorarium at the end of year annually. Society will use 75% of this amount as honourarium to resource persons to be fixed in ICS manual and 25% for society affairs.
- 16 The service provider should ensure issue of scope certificate after completion of second internal audit each year. In case too many non compliances are there after external audit, the payment shall be stopped till the NCs are cleared and scope certificate is issued.

- 17 That time being the essence in this project, the service provider shall implement the project according to the schedule and shall not in any case seek extension of time for completion of project. Delay shall be accounted for as infringement of terms and condition and penalty clause shall be invoked.
- 18 Service provider shall follow all guidelines, role & responsibility of service provider, qualification and experience and terms and conditions attached as annexure "A" for the purpose of this project and will be considered part of the agreement.
- 19 The department is also entitled to rescind the agreement in the event of service provider infringing the terms and conditions of agreement and in that eventuality, department shall be entitled to encash the bank guarantee furnished by the service provider and appropriate the proceeds thereof under intimation to the service provider. Besides the service provider shall also be liable to compensate the department/farmers for the losses which may be suffered, incurred, undergone and or sustained by the department due to infringement of terms and conditions of the agreement by the service provider. In such case the department shall be at liberty to allot the work for remaining period to other service provider.
- 20 The courts of Himachal Pradesh shall have the jurisdiction in case of any dispute arising between the parties in respect of interpretation of agreement as well as to the implementation of the programme of project.

In the witness thereof, the parties hereto have caused their presence to be signed and delivered by their dully authorized representatives today i.e.(date)

For and on behalf of First Party	For and on behalf of
Witness	Witness

Annexure B

Guidelines for selection of certification body and signing of agreement

1 Background

- 1.1 Certification of farms/ farmers under organic farming is essential for wide acceptability of produce. Thus farms/farmers registered under organic agriculture are to be certified and accredited agencies are to be engaged for the purpose.

2 Scope

- 2.1 In principle all farmers covered under organic farming are to be certified as per NPOP standards.

3 Eligible Agencies

- 3.1 Certification agencies accredited by APEDA having NPOP, accreditation status.

4 Qualification and experience

- 4.1 Agency should have experience of cluster/ group certification under NPOP, Govt. of India.
- 4.2 Agency should have experience and expertise on requirement of tracenet launched by APEDA.

5 Role and responsibility of certification Agency.

- 5.1 Certification agency will undertake certification of farms of grower groups clusters/societies. These groups/ clusters/societies will be organized by department with the help of service providers and necessary information shall be provided by department/service provider through grower group / society/ service provider. Only grower groups/ societies will work as operator and in no case service provider will be registered as operator.

6 Terms and conditions

- 6.1 Valid APEDA Accreditation.
- 6.2 Valid NPOP, NOP, EU accreditation status (Direct or third party arrangement)
- 6.3 Total volume of certification of farm land for last two years.
- 6.4 Number of auditors and their qualification along with work experience.
- 6.5 Knowledge of local culture and dialect.
- 6.6 Certification will continue for three years.
- 6.7 Applicable income tax/service tax has to be paid by the service provider and certificate in this regard has to be submitted by service provider annually before release of last annual installment..
- 6.8 Service provider shall furnish bank guarantee equivalent to the amount allocated for one year from scheduled bank valid for a period of one year, to be renewed/revised annually till last year of project.

7 Mode of payment

Funds amounting to Rs 3000/ha shall be paid to certification body for three years i.e. Rs 1000/ha/year. Payments shall be released in two installments per year. First

installment to the tune of 50% for first year will be paid after submission of inspection/audit schedule to department and operator. Second installment for the year will be released after completion of external audit, submission of audit report, and issuance of scope certificate in triplicate i.e. one copy each to operator, SMS block and district head. Payment shall be released for subsequent years in similar pattern. Bill of payment will be submitted to operator and operator after authentication will forward it to concerned authority for payment through SMS block. Authority will make payment to certification agency under intimation to service provider/ operator.

MODEL AGREEMENT (FORMAT)

This agreement for organic certification is signed on (date) for the period of three years for organic programme in District () under (scheme) amongst:-

Department of Agriculture, Government of Himachal Pradesh through the Deputy Director Agriculture District () here after called "First Party" expression, unless repugnant to the context a meaning thereof, shall includes its successor(s) or permitted assigned,

AND

M/S (certification agency) through (Name and address of authority on behalf of certification agency) here after called "Second Party" which expression, unless repugnant to the context a meaning thereof, shall includes its successor(s) or permitted assigned,

Where as the first party on the basis of experience, past performance and manpower availability and their qualification with certification agency, has allocated ha area of land for organic certification to second party.

Where as the rate of Rs 3000/ ha for three years offered by first party was accepted by second party.

NOW THEREFORE THE PARTIES HERETO HAVE AGREED TO THE FOLLOWING TERMS AND CONDITIONS

1. The certification agency as per standards carries out inspection on or before the due inspection date as per requirements of the applicable standards (NPOP). If required certification agency may carry more than one inspection. One external audit and one surveillance audit per year is mandatory.
2. The certification agency will conduct the inspections on mutually agreed dates with the operator/service provider. The cancellation of the inspection visit by any of the parties is possible only under exceptional circumstances with the valid reasons.
3. Second party will also go for capacity building of departmental staff and groups so as to take up certification in future timely. It will include complete calendar of events during the year and requirements for certification including data base management. One training programme per society may be organized in a year.
4. The certification agency reserves the right to conduct to inspections without informing the operator as surprise check.
5. The certification agency after satisfying the ICS job executed by operator/service provider and completing all formalities will issue scope certificate as per prescribed rules of APEDA.

6. The first party shall pay certification fee of Rs 3000/ha for three years (Rs 1000/ha/year). First installment after submission of audit schedule and second after submission of audit report and issuance of scope certificate. Payment for second and third year shall be released on similar pattern subject to submission of utilization certificate for previous year.
7. Applicable income tax/service tax has to be paid by the certification agency and certificate in this regard has to be submitted by service provider annually before release of last annual installment.
8. Certification agency shall furnish bank guarantee equivalent to 50% of amount allocated for one year from scheduled bank valid for a period of one year, to be revised annually as per allocation till last year of project.
9. The entire project shall be monitored by the concerned officers of the department from time to time. The job should meet the prescribed standards and if found substandard necessary appropriate action shall be initiated which may lead to hold payment till it is rectified / corrected.
10. That the total duration of the project is three years and certification agency shall provide its services for the three years of the project.
11. Certification agency shall follow all guidelines, role & responsibility, qualification and experience and terms and conditions attached as annexure "A" for the purpose of this project and will be considered part of the agreement.
12. The department is also entitled to rescind the agreement in the event of certification agency infringing the terms and conditions of agreement and in that eventuality, department shall be entitled to encash the bank guarantee furnished by the certification agency and appropriate the proceeds thereof under intimation to the certification agency. Besides this certification agency shall also be liable to compensate the department/farmers for the losses which may be suffered, incurred, undergone and or sustained by the department due to infringement of terms and conditions of the agreement by the certification agency. In such case the department shall be at liberty to allot the work for remaining period to other certification agency.
13. The courts of Himachal Pradesh shall have the jurisdiction in case of any dispute arising between the parties in respect of interpretation of agreement as well as to the implementation of the programme of project.

In the witness thereof, the parties hereto have caused their presence to be signed and delivered by their dully authorized representatives today i.e. (date)

For and on behalf of First Party	For and on behalf of
Witness	Witness

ANNEXURE-C

APPLICATION FOR PROMOTION OF ORGANIC FARMING-AREA EXPANSION & ORGANIC CERTIFICATION IN ----- DISTRICT OF THE STATE OF HIMACHAL PRADESH .

SERVICE PROVIDER PROFILE

1	Name of the Service provider	:	
2	Nature of the Service provider	:	Government Agencies, SAUs, KVKs, NGOs, Private Agency.
3	Address	:	
	Registered Office	:	
	Tel. No.	:	
	Fax. No.	:	
	E-mail	:	
	Local Address:	:	
	Tel.No.	:	
	Fax. No.	:	
	E-mail	:	
4	Name of Contact Person (Authorized)	:	
	Address	:	
	Designation	:	
	Mobile No.	:	
5	Registration No.	:	
6	ISO No /Certificate No.	:	
7	PAN No.	:	
8	VAT/TIN No.	:	
9	CST TIN No.	:	
10	Experience for promotion of organic farming within or outside the state (Submit relevant documents of year wise in the past)	:	
11	Technical Expertise / staff profile along with length of service with service provider.	:	
12	Name and contact of Agriculture graduate working with service provider alongwith length of service with service provider	:	

13	Agriculture graduate trained in organic farming or not (Relevant certificate required if trained) If not trained declaration by which he/she will be trained in organic farming from recognized institution	:	
14	Government projects awarded in your favour for promotion of organic farming (Submit relevant documents)	:	

Relevant Documents as required in the detailed guidelines for service providers and organic Certification (Annexure- A & B of document) for evidence have been enclosed and submitted along with proposal.

- i) I/We declare that above entries made by me/us on the day í í í í í í ., 2013 are true to the best of my knowledge.
- ii) I further undertake that will abide the terms and conditions given in the document.

Place:

Signature of the Authorized Signatory/applicant With seal