

Annexure-I

Department Name: Agriculture

Approvals	Sector	Stage of Approval	Condition	Timelines	Approval Process (Online/offline)	Online/offline	Provided through SW ?
Agriculture-Joint Director Agriculture (Input). Commissioned rate of Agriculture, Jaipur	Certificate to Manufacture fertilizer (micro nutrient mixture)	Pre-Operational	As per provisions of Fertilizer Control Order, 1985.	45 days	<p>For Manufacturer certificate:- Micronutrient mixture (Rajasthan Grade)/</p> <ol style="list-style-type: none"> 1. Application form 'D'(Two copy) 2. Permission letter of fertilizer manufacturing by Government of India/industrial department 3. NOC of state pollution board 4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof. (AADHAR Card) 5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card) 6. List of directors/MOA. 7. Map of Laboratories/Godown 8. List of equipments as per clause 21A of FCO, 1985. 9. Fees for Rs. 1000/- by challan. 10. Production Capacity. 11. Inspection report of laboratory by Departmental Officer. 12. Copy of Rent deed/Copy of ownership document. 13. Directors AADHAR Card 14. Applicant's Recent Photo & AADHAR Card 15. Applicant have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate. <p>For Renewal: -</p> <ol style="list-style-type: none"> 1. For application renewal form 'A-1' (2 copies) 	After issuance . uploaded online and copy sent by registered post .	No

Certificate to Manufacture organic fertilizer & bio fertilizer	Agriculture	As per notification dated 23 September, 2016 of Govt. requirement of manufacturing certificate has been exempted	-	-	<p>2. Self Manufacturer/ source letter (O form), mark area.</p> <p>3. Consent of Nodal Officer on affidavit with ID proof.</p> <p>4. Quality report last three years. (related to department)</p> <p>5. Original authorization letter,</p> <p>6. Renewal Fees Rs. 2250/ challan</p> <p>7. For Renewal Late Fees- Rs. 75/- extra</p> <p>8. Information of business for Last three years</p>	-	-
Issuance of Memorandum of intimation for manufacture of fertilizer under Fertilizer Control Order 1985	Agriculture Joint Director Agriculture (Input) Commissionerate of Agriculture, Jaipur	Pre-Establishment	As per provisions of Fertilizer Control Order, 1985.	30 days	<p>For Manufacture and Sale</p> <p>1. For Manufacturers of the State</p> <ol style="list-style-type: none"> 1. Application form A-1(Two copy) 2. Permission letter of fertilizer manufacture by GOI/Industrial dept. 3. NOC of state pollution board 4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof. 5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card) 6. List of directors/MOA. 7. Map of Laboratories/Godown. 8. List of equipments as per clause 21A of FCO, 1985. 9. Fees for rs. 2250/- by challan. 10. Production Capacity. 	After issuance , uploade d online and copy sent by registere d post .	No

11. Inspection report of laboratory by Departmental Officer.
12. Directors AADHAR Card
13. Applicant's Recent Photo & AADHAR Card
14. Applicants have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate.

2. Sale permission For Manufacturers out of the State

1. Application form A-1(Two copy)
2. Copy of license/authorization letter issued by concern state or source of fertilizer if imported.
3. Quality Report of fertilizers.
4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof.
5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card)
6. List of directors/MOA.
7. Fees for Rs. 2250/- by challan..
8. Map of selected area for sale and storage
9. Copy of Rent deed/Copy of ownership document.
10. Directors AADHAR Card
11. Applicant's Recent Photo& AADHAR Card
12. Applicants have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate.

3. Sale permission For Wholesalers(On the basis of 'O' Form

1. Application form A-1(Two copy)
 2. Copy of Rent dead/Copy of ownership document.
 3. Affidavit:-
 - In case of Company:- Copy of affidavit and ID proof of authorized Officer
 - In case of Partnership:- Affidavit for one partner by all partners and Copy of ID Proof
 4. In case of single proprietor: Copy of affidavit and ID proof of proprietor. (AADHAR Card)
 5. Form 'O' by fertilizer company with type of Fertilizer & sale area.
 6. Fees for Rs. 2250/- by challan.
 7. Copy of Partnership Deed.
 8. Directors AADHAR Card
 9. Applicant's Recent Photo & AADHAR Card
 10. Applicant have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate.
- For amendment: -**
1. Apply on simple paper /letter head for amendment.
 2. Source letter/'O' form
 3. Original license.
 4. Amendment Fees Rs. 150/ challan (per 'O' form)

For Renewal: -

1. For application renewal form 'A-1' (2 copies)
2. Self Manufacturer/ source letter (O

Annexure-II

Department Name: Agriculture

Approvals	Sector	Stage of Approval	Condition	Timelines	Approval Process (Online/offline)	Online/offline	Provided through SW ?
Agriculture- Joint Director Agriculture (Input), Commissione rate of Agriculture, Jaipur	Certificate to Manufacture fertilizer (micro nutrient mixture)	Pre- Operational	As per provisions of Fertilizer Control Order, 1985.	45 days	<p>For Manufacturer certificate:- Micronutrient mixture (Rajasthan Grade)/</p> <ol style="list-style-type: none"> 1. Application form 'D'(Two copy) 2. Permission letter of fertilizer manufacturing by Government of India/Industrial department 3. NOC of state pollution board 4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof. (AADHAR Card) 5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card) 6. List of directors/MOA. 7. Map of Laboratories/Godown 8. List of equipments as per clause 21A of FCO, 1985. 9. Fees for Rs. 1000/- by challan. 10. Production Capacity. 11. Inspection report of laboratory by Departmental Officer. 12. Copy of Rent deed/Copy of ownership document. 13. Directors AADHAR Card 14. Applicant's Recent Photo & AADHAR Card 15. Applicant have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate. <p>For Renewal: -</p> <ol style="list-style-type: none"> 1. For application renewal form 'A-1' (2 copies) 	After issuance , uploade d online and copy sent by registre d post .	No

Certificate to Manufacture organic fertilizer & bio fertilizer	Agriculture	As per notification dated 23 September, 2016 of Govt, requirement of manufacturing certificate has been exempted	-	<p>2. Self Manufacturer/ source letter (O form), mark area.</p> <p>3. Consent of Nodal Officer on affidavit with ID proof.</p> <p>4. Quality report last three years. (related to department)</p> <p>5. Original authorization letter,</p> <p>6. Renewal Fees Rs. 2250/ challan</p> <p>7. For Renewal Late Fees- Rs. 75/- extra</p> <p>8. Information of business for Last three years</p>	-		
Issuance of Memorandum of intimation for manufacture of fertilizer under Fertilizer Control Order 1985	Agriculture Joint Director Agriculture (Input) Commissionerate of Agriculture, Jaipur	Pre-Establishment	As per provisions of Fertilizer Control Order, 1985.	30 days	<p>For Manufacture and Sale</p> <p>1. For Manufacturers of the State</p> <ol style="list-style-type: none"> 1. Application form A-1 (Two copy) 2. Permission letter of fertilizer manufacture by GOI/Industrial dept. 3. NOC of state pollution board 4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof. 5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card) 6. List of directors/MOA. 7. Map of Laboratories/Godown. 8. List of equipments as per clause 21A of FCO, 1985. 9. Fees for rs. 2250/- by challan. 10. Production Capacity. 	After issuance , uploade d online and copy sent by registere d post .	No

11. Inspection report of laboratory by Departmental Officer.
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13. Applicant's Recent Photo & AADHAR Card
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3. Quality Report of fertilizers.
4. Nomination of person for compliance of clause 24 of FCO, 1985 by Board of Directors on affidavit with ID proof.
5. Consent of Nodal Officer on affidavit with ID proof. (AADHAR Card)
6. List of directors/MOA.
7. Fees for Rs. 2250/- by challan..
8. Map of selected area for sale and storage
9. Copy of Rent deed/Copy of ownership document.
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1. Application form A-1(Two copy)
2. Copy of Rent deed/Copy of ownership document.
3. Affidavit:-

- In case of Company:- Copy of affidavit and ID proof of authorized Officer

- In case of Partnership:- Affidavit for one partner by all partners and Copy of ID Proof

4. In case of single proprietor: Copy of affidavit and ID proof of proprietor. (AADHAR Card)

5. Form 'O' by fertilizer company with type of

Fertilizer & sale area.

6. Fees for Rs. 2250/- by challan.

7. Copy of Partnership Deed.

8. Directors AADHAR Card

9. Applicant's Recent Photo & AADHAR Card

10. Applicant have Education qualification (As per Govt. of India Gazette Notification) for issuing of New Fertilizer Sale permission letter and manufacturing certificate.

For amendment:-

1. Apply on simple paper /letter head for amendment.
2. Source letter/'O' form
3. Original license.
4. Amendment Fees Rs. 150/ challan (per 'O' form)

For Renewal:-

1. For application renewal form 'A-1' (2 copies)
2. Self Manufacturer/ source letter (O

Department Name :- Agriculture Department

Annexure-I

Approval Name	Sector	Stage of Approval	Condition	Timelines	Approval Process (online/ Offline)	(online/ Offline)	Provided through SW?
Joint Director (Plant Protection), Commissionerate of Agriculture, Jaipur.	License to manufacture/im port pesticides under Insecticides Act 1968	Pre-establishment	According to Insecticides Act, 1968 & Rules 1971	one month	<p>online (e-mitra SSO) & offline -Mandatory required documents as :-</p> <ul style="list-style-type: none"> Application form no. V (Apply online) as per Insecticides (Amendment) Rules, 2015 in Rules 9, sub rule (1B) List of Board of Directors (BOD)/Partners/ Proprietor along with full address and duly signed by respective person & authorized signatory. Central Insecticides Board (CIB) Registration Certificate. Copy of the Memorandum and article of association or attested copy of partnership deed. Consent from Pollution Control Board. List of plants & machineries. List of lab equipments Factory map and rent deed/ lease deed of location. List of proposed dealers/distributors in Rajasthan. fee Rs. 2000/- per insecticide (maximum Rs. 20000/-) (fee should be deposited at the time of filling online application) Attested copy of B.Sc. (Agriculture) Mark sheet for formulation of insecticides & M. Sc. (Chemistry) with a Doctorate or a graduate degree in chemical engineering for manufacturing of technical grade pesticides/ degree of chemist. Resolution of BOD/ partners/proprietor in favour of QRP. Original and notarized affidavit of person responsible for the quality (QRP) of manufactured / formulated products u/s 33 of the Insecticides Act, 1968 and rules 1971 & QRP II. Information of chapter VIII of Insecticides Rules, 1971 (Transportation and storage of insecticides in transit by rail, road or water) Inspection report of manufacturing unit by Inspector. 	online/ Offline	No
01. Horticulture, (Director & Joint Director, HQ) Pant Krishi Bhawan, Jaipur	Issuance of Phytosanitary Certificate for exporters of agriculture commodity	Pre-establishment	According to SOP (Standard Operating Processes)	1. Perishable items- one day 2. Non-Perishable items - 7 to 8 days	<p>Application form online (Plant Quarantine information system) / Offline</p> <p>-Mandatory required documents as :-</p> <ul style="list-style-type: none"> Details of firm through which exporter deliver the goods. Total Qty. of product to be exported mass packing size. Agreement detail between importer and Exporter. IFC Certificate required for Export purpose issued by Commerce & Industry GOI. Copy of Quarantine requirement of importing country. Fumigation Certificate issued by registered fumigation Agency. Laboratory Test Report issued form the state Plant Pathology Laboratory. Inspection report by Inspector. 	online/ Offline	No
02. Joint Director of Agri. (PP) Commissionerate of Agriculture, Jaipur.							
03. Joint Director of Agri. (L&D) Sriganagar / Jodhpur/ Udaipur/ Jaipur/ Kota.							

Department Name :- Agriculture Department

Annexure-II

Approval Name	Sector	Stage of Approval	Condition	Timelines	Approval Process (online/ Offline)	(online/ Offline)	Provided through SW?
Joint Director (Plant Protection), Commissionerate of Agriculture, Jaipur.	License to manufacture/im port pesticides under Insecticides Act 1968	Pre-establishment	According to Insecticides Act, 1968 & Rules 1971	one month	<p>Approval Process (online/ Offline)</p> <p>online (e-mitra SSO) & offline -Mandatory required documents as :-</p> <ul style="list-style-type: none"> Application form no. V (Apply online) as per Insecticides (Amendment) Rules, 2015 in Rules9, sub rule (1B) List of Board of Directors (BOD)/Partners/ Proprietor along with full address and duly signed by respective person & authorized signatory. Central Insecticides Board (CIB) Registration Certificate. Copy of the Memorandum and article of association or attested copy of partnership deed. Consent from Pollution Control Board. List of plants & machineries. List of lab equipments Factory map and rent deed/ lease deed of location. List of proposed dealers/distributors in Rajasthan. Fee Rs. 2000/- per insecticide (maximum Rs. 20000/-) (fee should be deposited at the time of filing online application) Attested copy of B.Sc. (Agriculture) Mark sheet for formulation of insecticides & M. Sc. (Chemistry) with a Doctorate or a graduate degree in chemical engineering for manufacturing of technical grade pesticides/ degree of chemist. Resolution of BOD/ partners/proprietor in favour of QRP. Original and notarized affidavit of person responsible for the quality (QRP) of manufactured /formulated products u/s 33 of the Insecticides Act, 1968 and rules 1971 & QRP ID. Information of chapter VIII of Insecticides Rules, 1971 (Transportation and storage of insecticides in transit by rail, road or water) Inspection report of manufacturing unit by Inspector <p>Application form online (Plant Quarantine information system) / Offline</p> <p>-Mandatory required documents as :-</p> <ul style="list-style-type: none"> Details of firm through which exporter deliver the goods. Total Qty. of product to be exported mass packing size. Agreement detail between importer and Exporter. H.C Certificate required for Export purpose issued by Commerce & Industry GOI. Copy of Quarantine requirement of importing country. Fumigation Certificate issued by registered fumigation Agency. Laboratory Test Report issued form the state Plant Pathology Laboratory. Inspection report by Inspector. 	online/ Offline	No
01. Horticulture, (Director & Joint Director, HQ) Pant Krishi Bhawan, Jaipur	Issuance of Phytosanitary Certificate for exporters of agriculture commodity	Pre-establishment	According to SOP (Standard Operating Processes)	1. Perishable items- one day 2. Non-Perishable items - 7 to 8 days		online/ Offline	No
02. Joint Director of Agri. (PP) Commissionerate of Agriculture, Jaipur.							
03. Joint Director of Agriculture Sriganganagar / Jodhpur/ Udaipur/ Jaipur/ Kota.							