

No. 11017/29/2021-PMI-II (Pt.-2)
भारतसरकार/Government of India
रसायनऔरउर्वरकमंत्रालय/Ministry of Chemicals & Fertilizers
(उर्वरकविभाग/Department of Fertilizers)

शास्त्री भवन/Shastri Bhawan,
नईदिल्ली/ New Delhi-1
दिनांक/Dated: 04.09.2024

कार्यालयज्ञापन/OFFICE MEMORANDUM

Subject: Revision in Standard Operating Procedures (SOPs) for stock verification and quality checking for Sales of bulk/packageged FOM/LFOM/PROM under MDA scheme – reg.

The undersigned is directed to refer to this Department's Office Memorandum (OM) of even number dated 21.06.2024 on the subject mentioned above and to convey that on the basis of feedback received and discussions held with the M/o Agriculture and Farmers welfare, D/o Drinking Water and Sanitation, M/o Petroleum & Natural Gas, State Agriculture Departments, Fertilizer Marketing Companies and CBG Operators, the following amendments are made in the existing Standard Operating Procedures (SoPs) for claiming of subsidy for FOM/LFOM/PROM under MDA scheme:

- i. Initial claim for release of subsidy under MDA for the sale of FOM/LFOM/PROM may be made based on **NABL Quality Certificates & PoS sale details submitted by the claimant along with the Self Declaration** of quantity on the same. 50% amount of the total claim of subsidy will be released on the basis of above documents.
- ii. Remaining 50% of the total claim will be released by D/o Fertilizers, subsequent upon issuance of B1 & B2 Certificates by State Agriculture Department, within 45 days from the date of first intimation/request to the State Agriculture Department for sampling of FOM/LFOM/PROM by the claimants through e-mail.
- iii. If B1 and B2 certificates are not issued within 45 days by the State Agriculture Department, these certificates will be deemed to be issued and remaining 50% payment of total claim will be released by DoF.

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- iv. In case of discrepancy between the NABL certificates submitted along with the claims and B2 certificates issued by State Governments, due action for recovery of excess amount paid shall be initiated by DoF.
- v. MDA on FOM/LFOM/PROM can be claimed for the quantity sold through PoS to Farmers/Farmers Cooperatives/Farmers Producers Organizations (FPOs)/Panchayats/District Development Authorities (DDAs)/Central Public Works Department (CPWD)/ Govt. Departments/Non-Governmental Organizations (NGOs)/Resident Welfare Associations (RWAs) etc.
- vi. Certificate of the concerned Government agency in case of sale of FOM/LFOM/ PROM to the Government Organizations and the Certificate/Id proof recognised by the Government to NGOs in case of sale of FOM/LFOM/ PROM to all other Co-operatives /Non-Governmental Organizations (FPOs/Farmer Co-operatives/NGOs/ RWAs) will be required to be uploaded on the iFMS portal of DoF for the purpose of claiming MDA.

2. This issues with approval of the Competent Authority.

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(Sankara Subramonian V.)
Under Secretary to the Govt. of India
Tel. 23073820

To

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

- ix. Chief Secretaries of all States/UTs
- x. DG: ICAR
- xi. Director (FS), Department of Fertilizers, Udyog Bhawan, New Delhi
- xii. Director (Agriculture)/Commissioner (Agriculture) of all State Governments/UTs Administration
- xiii. CMD/MD of all Fertilizer Marketing Companies
- xiv. CMD/MD of CBG Companies
- xv. State Energy Development Agencies
- xvi. All Officers of Department of Fertilizers
- xvii. Director (NIC), D/o Fertilizers
- xviii. Deputy Secretary (IT), Department of Fertilizers for uploading on official website of DoF
- xix. Assistant Director (OL), Department of Fertilizers for Hindi version

Copy to:

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

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