

File No. 2.11-16/12-FA/OF/FMS
Government of India
Ministry of Chemicals and Fertilizers
Department of Fertilizers

Shastri Bhavan, New Delhi
Dated 13th June 2013

To

1. The Secretary(Agriculture) Agriculture Production Commissioner/Director (Agriculture) of State Governments & UTs.
2. Manufacturers/importers/marketers of P&K fertilizers and Urea manufacturers

Subject:- Revised proforma for claiming payment of subsidy w.e.f. 1.11.2012 by manufacturers/marketers/importers of decontrolled P&K fertilizers and Urea manufacturers as per notification No. D(FA)/CCEA/2011 dated 25.10.2012.

Madam/Sir,

In continuation of this Department's letter of even number dated 31.12.2012, I am directed to enclose herewith the following revised proforma to be issued by State Agriculture Departments certifying quantity and quality of P&K fertilizers (including SSP) and Urea sold under NBS Policy and Urea policy in the respective States to enable the manufacturers /marketers/importers of decontrolled P&K fertilizers and Urea manufacturers for claiming subsidy from the Government as per notification No. D(FA)/CCEA/2011 dated 25.10.2012:

Sl. No.	Proforma	Subject
i	Proforma B-1	The quantity certificate for P&K fertilizers (excluding SSP) & Indigenous Urea
ii	Proforma B-1S	The quantity certificate for SSP
iii	Proforma B-2	The quality certificate for P&K fertilizers (excluding SSP) & Indigenous Urea
iv	Proforma B-2S	The quality certificate for SSP

2. It is requested that the quantity and quality certificates as per the above revised proforma may please be issued as per the guidelines of this Department issued vide letter of even number dated 25.10.2012.

3. All the manufacturers/marketers/importers of decontrolled P&K fertilizers and Urea manufacturers are requested to submit their subsidy claims w.e.f. the month of November 2012 onwards in the above said proforma in addition to the proforma circulated earlier vide this Department's letter of even number dated 31.12.2012.

4. This issues with the concurrence of AS&FA vide Dy. No. 2065 dated 12.6.2013.



(P.B. Sahu)

Under Secretary to the Government of India
Tele & Fax 2338 7492

Encl.: As above

Copy to :

1. Director(FA)/DD(FA)/US(CW)/Sr. AD(A/cs)/AD(A/cs)
2. ED(FICC)/Director(F&A)/AO(F&A) FICC.
3. Controller of Accounts/P&AO
4. Secretary(Fert)/AS&FA)/DS(Finance)/AFA
5. NIC for uploading on Departments' website.
6. DG(FAI) with a request to kindly circulate the above said proforma to all the fertilizer companies through their network.

(Quantity certificate for P&K fertilizers (excluding SSP) & Indigenous Urea)

(To be submitted in duplicate by State / UT within 30 days of receipt of Proforma 'A & C' in r/o P&K Fertilizers and Annexure-I in r/o Indigenous Urea)

GOVERNMENT OF
COMMISSIONERATE OF AGRICULTURE,(State)

No.....

Dated:.....

QUANTITY CERTIFICATE

To
The Joint Secretary (P&P) - For P&K Fertilizers / Joint Secretary (F&M) - For Indigenous Urea
Department of Fertilizers,
Ministry of Chemicals & Fertilizers,
Government of India,
New Delhi.

(Kind attention : Director (FA), Deptt. of Fertilizers, Room No. 473, E-Wing, Udyog Bhawan, New Delhi)/
: Director (F&A), FICC, 8th Floor, Sewa Bhawan, R.K. Puram, New Delhi)

1. Name of the Importer/ Manufacturer with full address:
2. Name of the Marketer with full address:
3. Name of State / Union Territories where product (s) received:
4. Claim for the month in which product(s) received in the State / UT:
5. Bill No. date of 'On Account' claim as per Proforma 'A&C' in r/o P&K Fertilizers (except SSP) and Annexure-I in r/o Indigenous Urea
6. Report on the receipt / arrival of fertilizers in the State:

(Quantity in MTs)

Sl. No.	Product	Brand	Qty. claimed as per Proforma 'A&C' or Annexure-I (On A/c claim)	Qty confirmed as received in the State in saleable packaged form as per FCO	Sub-standard / short quantity during the month	Net Quantity eligible for subsidy
1	2	3	4	5	6	7=5-6

7. It is certified that the above statement is correct with regard to arrival / receipt of fertilizers in the State (exclusively for supply of the same to the farmers through the approved dealers under the FCO / State Marketing / Co-operative Federation / Agencies for agriculture use, or to the manufacturers of NPK Mixture manufacturers registered under the Fertilizers Control Order 1985 (FCO) and not for industrial or any other use.
8. It is also certified that quantity of fertilizer received in the State is as per the supply plan.
9. It is also certified that the State Government / Union Territory Government shall ensure that the quantity of fertilizers received in the State will be sold as per the indicated MRPs.

Director of Agriculture
(With Name and Seal)

Place :

Date :

Copy to :

< Claimant Name >

Note: In case the State Government / Union Territory Government is not able to certify the receipt of quantity (Proforma B-1) of fertilizers within 30 days, the same would be considered as deemed approved by the State Govt. The quality certificate (Proforma B-2) should be submitted within a period of six months as stipulated in notification no. D(FA)/CCEA/2011 date. 25.10.2012 issued by Dept. of Fertilizers.



(Quantity certificate for SSP)

(To be submitted in duplicate by State / UT within 30 days of receipt of Proforma 'A & C')

GOVERNMENT OF

COMMISSIONERATE OF AGRICULTURE,(State)

No.....

Dated :

QUANTITY CERTIFICATE

To
The Joint Secretary (P&P)
Department of Fertilizers,
Ministry of Chemicals & Fertilizes,
Government of India,
New Delhi.

(Kind attention: Director (FA), Deptt. of Fertilizes, Room No. 473, E-Wing, Udyog Bhawan, New Delhi)

1. Name of the Manufacturer with full address:
2. Name of the Marketier with full address:
3. Name of State / Union Territories where product (s) sold:
4. Claim for the month in which SSP was sold in the State / UT :
5. Bill No. date of 'On Account' claim as per Proforma 'A&C'
6. Report on the sale of SSP in the State:

(Quantity in MT)

Sl. No.	Product	Brand	Qty. claimed as per Proforma 'A&C' (On A/c claim)	Qty confirmed as sold in the State in saleable packaged form as per FCO	Cumulative Qty sold during the financial year	Sub-standard / Short Quantity during the month	Net Quantity certified as per FCO standard for the month* eligible for subsidy
1	2	3	4	5	6	7	8=5-7
1	SSP-P SSP-G SSP-B						

(* Quantity sold as well as quality as per FCO sold in the state will be certified by the State Government)

7 It is certified that above statement is correct with regard to sales of SSP to dealers registered under the Fertilizers Control Order/ Institutional Agencies (State Marketing Federation (HIMFED) etc) NPK mixture manufacture/ customized fertilizers manufacturers for agricultural purpose /use only), which resulted in physical transfer of stock and ownership during the month / year

8 It is certified that MTs out of MTs of SSP claimed to have been sold as per Proforma 'A and C' for the month /year of has been found Non standard.

9 It is certified that MTs out ofMTs of SSP claimed by the manufacturer /marketer to have been sold as per Proforma 'A and C' for the month /year of has been found short supplied.

10 It is certified that ... MTs out of MTs of SSP claimed to have been sold by the manufacture / marketer as per Proforma 'A and C' for the month/year ofhas been sold for other than that of Agricultural purpose (State Marketing/ Cooperative Federation like HIMFED etc). NPK mixture manufacture/ customized fertilizers manufacturers for agricultural purpose/ use only and not for industrial and any other use).

11 Certified that bags containing SSP sold in the state bear the stamp/ print Quality Certified and the Quality of SSP is as per FCO norms.

12 Certified that SSP is sold at Maximum Retail Price not more than that printed on each bag of powdered SSP/ Granulated SSP/ Boronated SSP.

Director of Agriculture
(With Name and Seal)

Place :

Date :

Copy to :
< Claimant Name >



Note: It is mandatory to issue Proforma B-1S within the period of 30 days. The quality certificate (Proforma B-2S) should be submitted within a period of six months as stipulated in notification no. D(FA)/CCEA/2011 dated 25.10.2012 issued by Dept. of Fertilizers.

(Quality certificate for P&K fertilizers (excluding SSP) & Indigenous Urea)

(To be submitted in duplicate by State / UT within 180 days of receipt of Proforma 'A and C' in r/o P&K Fertilizers and Annexure-I in r/o Indigenous Urea)

GOVERNMENT OF
COMMISSIONERATE OF AGRICULTURE,(State)

No.....

Dated :

Ref. No. of B-1 dated

QUALITY CERTIFICATE

To
The Joint Secretary (P&P) - For P&K Fertilizers/ Joint Secretary (F&M) - For Indigenous Urea
Department of Fertilizers,
Ministry of Chemicals & Fertilizes,
Government of India,
New Delhi.

(Kind attention : For P&K Fertilizers....Director (FA), Deptt. of Fertilizes, Room No. 473, E-Wing, Udyog Bhawan, New Delhi)/
: For Indigenous Urea....Director (F&A), FICC, 8th Floor, Sewa Bhawan, R.K. Puram, New Delhi)

1. Name of State/UT
2. Name of Importers/ Manufacturers and location
3. Name of the Marketier with address
4. Date of Inspection
5. Inspecting Authority (Name in Capital & Designation)
6. Name of Product
7. Name of the Brand
8. Month / Year
9. Batch / Lot Nos inspected
10. Quality test failed, if any
11. Sampling carried out at

(viz Unit premises / Company's warehouse or godown / Dealer or Retailer premises)

12. It is certified that the quantity indicated in 'On Account' claim for the month year has been inspected in a well equipped laboratory for said Fertilizers Unit, as specified under notification no. dated of the Department of Agriculture and Cooperation, Ministry of Agriculture, Government of India.
13. It is certified that out ofnumber of samples drawn & tested, number of samples were failed and MTs of the fertilizers grade for each failed sample amounting toMT shall not be eligible for subsidy.
14. It is also certified that each bag has been stamped with (a) 'Quality certified' (b) Batch no. to (c) Maximum Retail Price (MRP) and (d) subsidy being given by the Government of India.

Director of Agriculture
(With Name and Seal)

Place:

Date:

Copy to:

< Claimant Name >

Please note that the quality certificate (Proforma B-2) should be submitted within a period of six months as stipulated in notification no D(FA)/CCEA/2011 date 25.10.2012 issued by Dept. of Fertilizers.



(Quality certificate for SSP)

(To be submitted in duplicate by State / UT within 180 days of receipt of Proforma 'A and C')

GOVERNMENT OF
 COMMISSIONERATE OF AGRICULTURE,(State)

Dated :

No.....

Ref. No. of B-1S dated

QUALITY CERTIFICATE

To
 The Joint Secretary (P&P),
 Department of Fertilizers,
 Ministry of Chemicals & Fertilizers,
 Government of India,
 New Delhi.

(Kind attention : Director (FA), Deptt. of Fertilizes, Room No. 473, E-Wing, Udyog Bhawan, New Delhi)

1. Name of State/UT
2. Name of Importers/ Manufacturers and location
3. Name of the Marketier with address
4. Date of Inspection
5. Inspecting Authority (Name in Capital & Designation)
6. Name of Product
7. Name of the Brand
8. Month / Year
9. Batch / Lot Nos inspected
10. Quality test failed, if any
11. Sampling carried out at

(viz Unit premises / Company's warehouse or godown / Dealer or Retailer premises)

12. It is certified that the Inspecting Authority mentioned above has inspected the said SSP unit on the date mentioned above and has found that a well equipped laboratory, as specified under notification no. 1-5/91-Fert.Law dated 16th April, 1991 and no. 1-1/03-Fert.Law dated 12th May, 2003 of the Department of Agriculture and Cooperation, Ministry of Agriculture, Government of India, forming Appendix 3 of the FCO, to test the samples of SSP, is functioning in the said SSP unit.
13. It is also certified that the samples drawn, as above have been tested as per the guidelines of FCO from the State Government laboratory or from the laboratory designated by the State Government and as per the Test Reports, SSP manufactured is of the quality as specified under FCO for SSP in Schedule-1.
14. It is certified that out ofnumber of samples drawn & tested, number of samples were failed and MTs of the fertilizers grade for each failed sample amounting toMT shall not be eligible for subsidy.
15. It is also certified that each bag has been stamped with (a) 'Quality certified' (b) Batch no. to (c) Maximum Retail Price (MRP) and (d) subsidy being given by the Government of India.

Director of Agriculture
 (With Name and Seal)

Place:

Date:

Copy to:

< Claimant Name >

Please note that the quality certificate (Proforma B-2S) should be submitted within a period of six months as stipulated in notification no D(FA)/CCEA/2011 date 25.10.2012 issued by Dept. of Fertilizers.

