

Government of West Bengal
Department of Agriculture
NABANNA (HRBC Building)
325, Sarat Chatterjee Road, Howrah – 711 102

No.1478 –Nab./2S-03/12 (Pt.I)

Howrah, dated the 24th September, 2018.

M E M O R A N D U M

Sub: Continuation of Farm Mechanisation Schemes under State Plan during 2018-19 regarding.

In continuation of this Department's Memo No. 1306-Nab/2S/03/12 (Pt.1) dated 21-08-2018 regarding the extension of validity of the Farm Mechanization Schemes viz. (1) Financial Support Scheme for Farm Mechanization (FSSM), (2) One time assistance to Small and Marginal Farmers for purchase of Small Farm Implements (OTA-SFI) and (3) Credit Linked Subsidy Scheme for Rural Entrepreneurs to set up Custom Hiring Centres (CHC) of Farm Machinery, the undersigned is directed to state that the above schemes will be implemented as per the "**Modified Operational Guidelines for Farm Mechanization Schemes, 2018-19**" duly approved by the competent authority and attached herewith as **Annexure-IA.**

This has the concurrence of Finance Department vide U.O. No. Group –A-1/2018-2019/0022 dated 14.09.2018.

The Director of Agriculture & EOS will set up a timeline for preparatory works, advertisement etc. and take all necessary actions for implementation of the above Farm Mechanization Schemes.


-24/9/18
(Jitendra Roy)

Joint Secretary
to the Govt. of West Bengal

No.1478/1(17) –Nab./2S-03/12 (Pt.I)

Howrah, dated the 24th September, 2018.

Copy forwarded for information and taking necessary action to:-

1. The Principal Accountant General (A&E), W.B. Treasury Buildings, Kolkata-700001.
2. The Accountant General (Audit), Treasury Buildings, Kolkata-700001.
3. The Pay & Accounts Officer-I, Kolkata Pay & Accounts Office, 81/2/2, Phears Lane, Kolkata-700012.
4. The Director of Agriculture & EOS, West Bengal.
5. The District Magistrate _____ District.
6. The Addl. Secretary, Agriculture Department (Budget & Planning Cell), Writers Buildings, Kolkata-700001.
7. The Private Secretary to Hon'ble MIC, Agriculture Department.
8. The Convener, State Level Bankers' Committee, West Bengal.
9. The Chief General Manager, NABARD, West Bengal Region.
10. The Joint Director of Agriculture (Accounts), West Bengal.
11. The Joint Director of Agriculture (Range), West Bengal./ Dy Director of Agriculture (Range), _____
12. The Deputy Director of Agriculture (H.Q.), West Bengal.
13. The Deputy Director of Agriculture (Admn.), _____ District.
14. The Treasury Officer, _____
15. The Sr. P.A. to Addl. Chief Secretary, Agriculture Department.
16. The P.A. to Secretary, Agriculture Department.
17. Guard file.



Joint Secretary
to the Govt. of West Bengal

কৃষি বিভাগ  পশ্চিমবঙ্গ সরকার

সরকারী ভরতুকিতে কৃষি যন্ত্রপাতি বিতরণ ও কৃষি যন্ত্রাদি ভাড়া কেন্দ্র স্থাপন কর্মসূচী ২০১৮-১৯

অনলাইনে আবেদনের বিজ্ঞপ্তি

কৃষিযন্ত্রের ব্যবহার বৃদ্ধির লক্ষ্যে রাজ্য সরকারের কৃষি যন্ত্রায়ন প্রকল্পে (FSSM, OTA-SFI & CHC) বিভিন্ন উন্নত কৃষি যন্ত্রপাতি ভরতুকিতে ক্রয়ের জন্য অনলাইনে আবেদনপত্র আগামী ৪ঠা অক্টোবর ২০১৮ থেকে ২রা নভেম্বর ২০১৮ বিকাল ৩.০০ ঘটিকা পর্যন্ত মাটির কথা ওয়েবসাইটের (www.matirkatha.gov.in) মাধ্যমে নেওয়া হবে।

অনলাইনে পূরণ করা আবেদনপত্রের ছাপানো প্রতিলিপি, সমস্ত প্রাসঙ্গিক নথী সহ সংশ্লিষ্ট ব্লক (FSSM ও OTA-SFI -র ক্ষেত্রে) / জেলা (CHC-র ক্ষেত্রে) কৃষিকরণে ২রা নভেম্বর ২০১৮ বিকাল ৫.০০ ঘটিকার মধ্যে জমা দিতে হবে।

৩০শে নভেম্বর ২০১৮ তারিখের মধ্যে জেলা ও ব্লক ভিত্তিক উপভোক্তার অগ্রাধিকার তালিকা প্রকাশ করা হবে।

উপভোক্তার পক্ষে ভরতুকি প্রদানের আদেশনামা প্রদান করার ৩০ দিনের মধ্যে নির্ধারিত কৃষিযন্ত্র অনুমোদিত ডিলারের কাছ থেকে কিনে সংশ্লিষ্ট নথী সহকারে ব্লক কৃষি করণে জমা করতে হবে। অন্যথায় নির্ধারিত উপভোক্তার ভরতুকির অনুমোদন বাতিল বলে গণ্য হবে। ক্রয় করা কৃষিযন্ত্র অবশ্যই সরকার অনুমোদিত পরীক্ষাগার দ্বারা পরীক্ষিত হতে হবে।

কৃষিযন্ত্র ক্রয়ের যাচাই করার পর নির্ধারিত ভরতুকির টাকা উপভোক্তার ব্যাঙ্ক অ্যাকাউন্টে সরাসরি প্রদান করা হবে।


কৃষিযন্ত্র ভাড়া কেন্দ্র স্থাপনের প্রোজেক্ট জেলা কমিটি ও ব্যাঙ্ক দ্বারা অনুমোদনের পর ভরতুকির অর্থ উপভোক্তার সাবসিডি রিজার্ভ ফান্ড অ্যাকাউন্টে প্রদান করা হবে; ব্যাঙ্ক উদ্যোগকারীর কাছ থেকে মার্জিন মানি সংগ্রহ করে ঋণ মঞ্জুর করবেন এবং ১৫ই মার্চ ২০১৯-এর মধ্যে কেন্দ্রটি স্থাপন সুনিশ্চিত করবেন।

ভরতুকির পরিমাণ শক্তিশালিত যন্ত্রের জন্য (FSSM) যন্ত্রভেদে ৬০০০ টাকা থেকে সর্বোচ্চ ২ লক্ষ টাকা পর্যন্ত

ভরতুকির পরিমাণ ছোটযন্ত্র ক্রয়ের জন্য (OTA-SFI) মোট দামের ৫০% বা সর্বোচ্চ ১০০০০ টাকা।

কৃষিযন্ত্র ভাড়া কেন্দ্র স্থাপনের জন্য (CHC) ২০ লক্ষ টাকা থেকে ২০০ লক্ষ টাকা পর্যন্ত প্রকল্পব্যয়ের ৪০% বা সর্বোচ্চ ৮০ লক্ষ টাকা ভরতুকি প্রদানের সুযোগ আছে।

বিশদ বিবরণের জন্য “মাটির কথা “ ওয়েবসাইট (www.matirkatha.gov.in) বা নিকটবর্তী কৃষি বিভাগের করণে যোগাযোগ করুন।


24/9/18
Director of Agriculture &
Ex-Officio Secretary
West Bengal

Government of West Bengal
Department of Agriculture

MODIFIED OPERATIONAL GUIDELINES FOR FARM MECHANISATION SCHEMES, 2018-19

Introduction:

The Government of West Bengal has been promoting the usage of farm equipments and machineries on priority basis since 2012-13 by incentivizing procurement of such equipments/ machineries by granting subsidy under the following three umbrella schemes launched between November 2012 and October 2014 with the approval of the Cabinet. A brief description of the schemes is given below.

1. **Financial Support Scheme for Farm Mechanization (FSSM):** It was launched on 5th December 2012 by the Agriculture Department, Government of West Bengal for extending financial support as subsidy to the small and marginal farmers of the State for purchase of farm equipments/machineries. The aim is to facilitate mechanization in agriculture so as to ensure better productivity and minimize cost of cultivation. At present, subsidy upto Rs. 2.00 lakh (Rupees two lakh) is sanctioned under the scheme subject to individual limits depending upon the type of equipment/ machinery opted for procurement by the farmer.
2. **One Time Assistance to Small and Marginal Farmers for Purchase of Small Farm Implements (OTA-SFI):** It was launched on 12th February 2013 with the purpose to aid the farmers in procuring small implements necessary for agricultural operations. One Time Assistance (OTA) upto Rs. 10000/- (Rupees Ten thousand) is provided to the beneficiary farmer for purchase of small implements under the scheme. The OTA amount is limited to 50% of the cost of the implement.
3. **Credit Linked Subsidy Scheme for Rural Entrepreneurs to set up Custom Hiring Centres (CHC) of Farm Machinery:** It was launched on 22nd October 2014, for promoting Custom Hiring Centres of farm machineries by rural entrepreneurs, with the aim of increasing farm power by encouraging usage of farm machineries by small and marginal farmers, who would otherwise be deprived of this aid because of the prohibitive cost of owning such assets. Subsidy @ 40% of the Project Cost subject to a maximum amount of Rs. 80 lakh (Rupees Eighty lakh) is extended to applicant Rural Entrepreneurs/ PACS/ FPO/ FIG/ SHG/ SHG Cluster and Federation/ JLG/ Proprietorship Firms/ Partnership Firms/ Public Ltd. Company/ Private Ltd. Company/ Corporation etc. for setting up CHC in the rural area.

Mechanization decreases the dependence of farmers on availability of manual labour on the one hand and enables them to undertake scientific methods of cultivation on the other. This helps the farmer to reduce his cost of cultivation by saving on labour cost and also ensures increased productivity because of the improved agricultural practices made possible through mechanization. Augmenting farm-power is thus one of the main enabling factors for enhancing agricultural productivity and increasing farmers' income.

Implementation of the aforementioned Farm Mechanization schemes during the last five years has resulted in considerable improvement in farm-power availability in the State. However, to ensure an optimal effect of mechanization on productivity increase, the farm-power availability should go up beyond 2 kwh/hectare by 2020. Thus it is necessary to continue all the three umbrella schemes of Farm Mechanization as on-going schemes under the State Plan. Like previous years, the schemes will be implemented by pooling in fund pertaining to respective farm mechanisation components under various Centrally Sponsored and State Plan schemes. This will ensure uniformity in implementation of farm mechanisation interventions in the State.

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The lessons learnt in implementation of the said schemes during the past years, has necessitated some changes in the operational guidelines of the schemes. Accordingly, the "Revised Operational Guidelines for Farm Mechanization schemes" 2018-19 is being issued to guide the Implementing Agencies in more effective implementation of the schemes.

I. State Level Executive Committee (SLEC) for Farm Mechanisation:

The SLEC formed for Sub Mission on Agricultural Mechanization (SMAM) under the chairmanship of the Secretary, Agriculture Department will function as the apex policy making body for farm mechanisation. The SLEC will approve the annual action plan as well as supervise and monitor the execution of farm mechanization schemes in the State. It may also undertake evaluation of the implementation of farm mechanization schemes from time to time to assess the impact and identify the need of policy changes, if any, for better implementation.

II. Dealer Registration and Price publication:

The manufacturers /dealers willing to offer their machinery / equipment for sale under the schemes will have to register themselves in the Farmers' Portal (www.farmers.gov.in) furnishing dealers' data, price, product details etc. to eliminate disparity in price of the machineries across districts and to ensure after sales services etc. Only ISI marked / FMTTI or Government approved testing center certified equipment/machinery will be eligible.

III. Financial Support Scheme for Farm Mechanization (FSSM)

The following are the guidelines for implementation of the scheme.

Purpose of Scheme: To incentivize purchase of equipments/ machineries like tractor, power tiller, pump sets, power reaper etc as mentioned in the list at **Annexure-II**.

Area of implementation: Applicable uniformly throughout the State.

Implementing Agency: Directorate of Agriculture, Government of West Bengal.

Nature of assistance: The State Government will provide subsidy to the tune of **Rs.2,00,000/- or 50% of cost of machinery whichever is less depending upon the type of equipment/ machinery opted for purchase by the beneficiary and item-wise subsidy limit mentioned in Annexure-II.**

Eligible Beneficiaries: Individual farmers, Members of Primary Agriculture Cooperative Societies (PACS), Joint Liability Groups (JLG), Farmer Producer Organization (FPO), Farmer Interest Group (FIG), Self Help Group (SHG) belonging to Small and Marginal Farmers' category who **have not availed any benefit under the mechanization schemes (OTA-SFI/ FSSM/CHC) within the last five years.**

Farmers should possess minimum 2.5 acres of irrigated land to opt for tractor and 1.5 acre of irrigated land for power tiller.

Application Procedure: The Agriculture Department, Government of West Bengal will advertise the period of receiving applications under the scheme in widely circulated


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newspapers and Government of West Bengal portal, Egiye Bangla as well as in its own portal: www.matirkatha.gov.in.

The intending applicants will have to apply online with necessary quotations from the registered manufacturer / dealer and proof of identity, bank details, cultivation details etc. as prescribed in the portal www.matirkatha.gov.in and as per schedule mentioned in the advertisement issued for this purpose.

After successful submission of online application, hard copies of generated application with acknowledgement receipt, passport size photograph and other prescribed documents will have to be submitted to the Assistant Director of Agriculture (Block) [ADA (Block)] within the stipulated period.

Sponsoring of applications:

- i) A Block Level Screening Committee (BLSC) consisting of the Block Development Officer (BDO) as Chairman, ADA (Block) as Member-convenor and ADA (SMS) as Member (to be nominated by ADA (Admn.) of the concerned Sub-division) will be in overall charge of verifying, scrutinizing, screening and recommending of loan applications.
- ii) Each application form shall be verified and scrutinized by the ADA (Block) to ascertain genuineness and completeness of the applications. He will then convene a meeting of BLSC for screening and selection of the eligible applications. The BLSC shall indicate its recommendation on each application. Care should be taken that benefits of the subsidy under this scheme be extended compulsorily to at least 16% Scheduled Caste and 8% Scheduled Tribe beneficiaries. The regions of low farm power availability but having agricultural potential should be given priority.
- iii) The ADA (Block) will then send the recommended applications to the Deputy Director of Agriculture (Admin) [DDA (Admn)] for sanction of subsidy.

Sanctioning of subsidy:

The State Government will provide subsidy to the tune of **Rs.2,00,000/- or 50% of cost of machinery whichever is less depending upon the type of equipment/ machinery opted for purchase by the beneficiary and item-wise subsidy limit mentioned in Annexure-II**. The process flow of subsidy administration will be as follows:

- a) The DDA (Admn), after receiving the recommended applications from BLSC, shall place the same before the District Level Selection Committee (DLSC) comprising of the District Magistrate as Chairman, DDA (Admn) as Member-convenor, Lead District Manager, DDM (NABARD) and Project Director (ATMA) as Members. DLSC shall be the competent authority to sanction subsidy under the scheme.
- b) DLSC shall approve the list of the eligible beneficiaries and sanction subsidy in favour of individual beneficiaries. The quota for SC and ST


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beneficiaries should be adhered to while sanctioning subsidy. Regional spread should also be taken care of. After sanction of subsidy, DDA (Admn) shall upload the list of beneficiaries in the 'Matir Katha' Portal giving name, address, equipments to be purchased, amount of subsidy sanctioned and other necessary details. He shall also provide the list of beneficiaries to the respective DDOs for payment of subsidy in due course.

c) After sanction of subsidy by DLSC, the respective ADA(Block) will issue individual sanction letters in favour of the beneficiaries and serve the letters to them. The beneficiary shall purchase the approved equipment/ machinery through self finance/ bank loan within thirty days of receipt of the sanction letter. For farmers who would like to avail bank loans, the ADA(Block) should extend all necessary assistance that may be required for sponsoring their loan applications.

d) The beneficiary shall produce proof of purchase (like self attested copies of GST bill indicating machine serial number, certificate of field demonstration of the machine, warranty document etc.) to the ADA(Block) for subsidy release. The beneficiary shall also submit an undertaking that he/she will not transfer/ mortgage/ sell the machinery/ equipment within three years from date of purchase.

e) The ADA(Block) shall undertake a physically verification of the purchased equipment / machinery and upload the inspection report along with a geo-tagged photograph of the beneficiary along with the equipment / machinery through the android app meant for this purpose.

f) Once the inspection report is uploaded in the portal, the concerned DDO shall release the subsidy to the bank A/C of the respective beneficiaries in DBT mode through e-Pradan System of IFMS as laid down in FD memo. no. 1179-F(Y) dt. 25.02.2015.

For Bank loans the following procedure should be followed:

- Processing:** Loan proposals should be duly processed after observing all the due diligence formalities and disposed of within the financial power of the Branch Managers within 15 days from receipt of the loan proposals from the sponsoring authorities.
- Nature of Loan:** Direct lending to agriculture under Mid Term Farm Loan.
- Margin:** 15% to 25% of the project cost. However, no contribution is to be insisted for loan amount up to Rs.1.00 Lakh. Borrowers are to deposit their contributions with the financing bank before release of fund to the supplier.
- Rate of Interest:** As per individual Bank's guidelines and within RBI norms of charging interest to agriculture loan accounts.

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Processing fee:	No processing fee should be charged.
Security:	Primary – Hypothecation of assets created out of project cost. Additional – Charge on land possessed by the borrowers, wherever applicable. No additional security is to be insisted upon for loan amount up to Rs.1.00 Lakh as per RBI norms.
Insurance:	Comprehensive insurance of the assets is to be done at the borrower's cost with Bank Clause.

IV. One Time Assistance to Small and Marginal Farmers for Purchase of Small Farm Implements (OTA-SFI)

Purpose of scheme:	To incentivize small and marginal farmers for purchase of small farm implements like cono-weeder, sprayer, manually operated paddy thresher, drum-seeder etc. as per list in Annexure – III . There will be no tie up arrangement with any specific company.
Area of implementation:	Applicable uniformly throughout the state.
Implementing Agencies:	Directorate of Agriculture, Government of West Bengal.
Nature of assistance:	In the form of “ One Time Assistance (OTA) ” of Rs. 10000/- (Rupees Ten Thousand only) or 50% of cost of equipment whichever is lower. A farmer can purchase more than one implement but the total subsidy amount will be guided by Annexure –III and shall not exceed Rs, 10,000/- or 50% of cost of equipment whichever is lower.
Eligible Beneficiaries:	Individual farmers, Members of Primary Agriculture Cooperative Societies (PACS), Joint Liability Groups (JLG), Farmer Producer Organization (FPO), Farmer Interest Group (FIG), Self Help Group (SHG) belonging to Small and Marginal Farmers' category who have not availed any benefit under the mechanization schemes (OTA-SFI/ FSSM/CHC) within the last five years.

The procedure for application, sponsoring of applications, sanctioning and disbursement of subsidy, Processing of Loan proposals and all other points will be the same as that for FSSM.

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V. Credit Linked Subsidy Scheme for Rural Entrepreneurs to set up Custom Hiring Centres (CHC) of Farm Machinery

- Objective of the Scheme:**
1. To encourage the usage of farm machinery among small and marginal farmers for increasing farm productivity;
 2. To offset high cost of owning farm machinery for small holdings;
 3. To increase farm power availability to 2 kwh/hectare by the year 2020.
- Area of implementation:** Applicable uniformly throughout the State.
- Implementing Agencies:** Commercial Banks, Regional Rural Banks and Cooperative Banks.
- Eligible Entrepreneur/Beneficiaries:** Individuals, group of individuals, PACS, Joint Liability Groups (JLG) with bank accounts, SHGs, SHG Clusters & Federations, Proprietorship Firms, Partnership Firms, Co-operative societies, Farmer's Clubs, FPOs, FIGs and Private/Public Ltd Companies who have not availed any benefit for setting up CHC in the last four years. The applicant should have sufficient land under his possession (own land/leased/hired) for setting up the CHC.
- Strengthening of existing CHCs:** Existing CHCs may apply for strengthening of their CHC provided they fulfill the conditions laid down below:
- a) The CHC should be in operation with regular repayment of bank loan for a minimum period of two years.
 - b) The CHC should have maintained up-to-date record of use of machineries and returns therefrom.
 - c) The minimum TFO for projects for scaling up will be Rs. 40.00 Lakh.
 - d) Subsidy admissible will be 40% of the TFO.
 - e) The sum total of Subsidy sanctioned earlier and the present subsidy amount will not exceed Rs. 80.00 Lakh.
- Purpose of Loan:** To set up Custom Hiring Centres of end-to-end (from land development to residue management) farm machineries, to be hired out to all farmers, with preference accorded to small and marginal farmers of the adjoining areas, so that the average coverage is at least 10 ha/day and 300 ha in the entire cropping season.
- Nature of Assistance:** The maximum subsidy will be limited to **40% of the Total Financial Outlay** (TFO=cost of machinery, including transportation + AMC + cost of open shed + insurance for 1 year + any other operational cost that may be applicable) for the CHC. Minimum TFO would be Rs.20.00 lakh and the maximum would be Rs.200.00 lakh. In case the TFO is more than Rs.200.00 lakh, the **subsidy would be restricted to the highest limit of Rs. 80.00 lakh**. The maximum amount allowed for cost of open shed for machineries will be limited to 7.5% of the TFO. The applicant will have to bear margin money of a minimum amount of 25% of TFO and rest will be bank loan. The Banks shall sanction loan to eligible entrepreneurs upto a maximum amount of 75% of the TFO. The

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subsidy amounting to 40% of TFO will be disbursed upfront in the subsidy reserve fund account of the borrower and locked for a period of 4 years and will be adjusted with the loan after the lock in period. The banks will not charge any interest on the subsidy portion of the TFO deposited in the bank. Bank will charge interest only on the difference of 'Bank Loan' and 'Subsidy amount' and calculate repayment accordingly.

Choice of Machinery:

List of Machinery/implements that can be selected for CHCs are furnished in Annexure – IV(A) & IV(B). While exercising the choice of implements, the entrepreneur should keep in mind the needs of the small and marginal farmers and the potential of agri-mechanization of the adjoining area. Choice of machinery should be made both from Annexure-IV(A) and Annexure-IV(B).

Nodal Committee:

The **District ATMA Management Committee** shall be the Nodal Committee for sponsoring applications and monitoring the scheme. The District Level Banker's Committee may be co-opted by a resolution of the ATMA Governing Board for the purpose of implementation of this scheme. The **DLSC formed for the purpose of FSSM scheme** will be the final authority for sanction of subsidy under this scheme.

Loan proposal:

i. Eligible individuals/groups/organizations/companies shall apply online in the MatirKatha portal www.matirkatha.gov.in for the purpose of availing assistance under this scheme. The application in such cases must be submitted in the prescribed form given in Annexure – VII.

After successful submission of online application, hard copies of generated application, acknowledgement receipt, photograph and other prescribed documents will have to be submitted to the DDA(Admn) of the concerned district within the stipulated period.

ii. Each application form shall be verified and scrutinized by the DDA (Admin.) to ascertain genuineness and completeness of the applications. He will then cause to convene a meeting of ATMA Management Committee for screening and selection of the eligible applications. The Committee shall indicate its recommendation on each application and send it to the DLSC for sanctioning subsidy and to the respective bank for sanction of loan. The applications must be disposed of on "**FIRST COME FIRST SERVED**" basis. Care should be taken that benefits of the subsidy under this scheme be extended compulsorily to at least 16% Scheduled Caste and 8% Scheduled Tribe beneficiaries. The regions of low farm power availability but having agricultural potential should be given priority.

iii. The financing Bank shall verify the site and prepare a project appraisal report which should be sent to the DDA (Admn.) of the district for considering the project.

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iv. The DDA (Admn.) shall place the applications along with project appraisal reports before the DLSC for consideration. The DLSC will consider the sponsored cases on first-come-first-served basis and approve the project proposals and sanction subsidy on being satisfied about the feasibility of the cases. Care should be taken that benefits of the subsidy under this scheme be extended compulsorily to at least 16% Scheduled Caste and 8% Scheduled Tribe beneficiaries. The regions of low farm power availability but having agricultural potential should be given priority.

v. A sanction letter should be issued to the entrepreneur whose project proposal is approved by the DLSC. However, the subsidy should be released only after sanction of bank loan to the concerned entrepreneur. The entrepreneur shall approach the concerned Bank with the above sanction letter for getting his loan sanctioned.

Subsidy administration:

i. After getting confirmation of sanction of loan by the respective bank, the DDA (Admin) shall release the subsidy amount in favour of the eligible entrepreneur in his/her Subsidy Reserve Fund Account and the same will be locked for a period of 4 years. After sanction of subsidy, DDA (Admin.) shall upload the list of beneficiaries in the District Magistrate's website and also in MatirKatha portal giving name and address of the beneficiary, financing bank, equipment to be purchased and amount of subsidy sanctioned.

ii. The entrepreneur shall then approach the financing bank for disbursement of the project cost. The concerned Bank shall disburse the entire amount in the manner described below under the heading "Disbursement".

iii. The entire process upto disbursement of loan should be completed by 31st March, 2019. The DDA (Admin) shall make sufficient publicity of the scheme all over the districts.

iv. The entrepreneur shall display a sign board in front of the CHC indicating the date of opening, the amount of assistance received from the Agriculture Department, Govt. of West Bengal for the project, the name of the financing Bank and the credit received and hiring rate chart of different machineries.

Processing at Bank:

All Loan proposals sponsored by the District ATMA Management Committee shall be duly processed after observing all due diligence and formalities and disposed of by the Branch Managers **within 15 days from receipt of the loan proposals from the sponsoring authorities.**


24/9/18

Margin Money:	The minimum margin money will be 25% of the TFO. Borrowers are to deposit their contributions with the financing bank before release of fund to the supplier.
Rate of Interest:	As per individual banks' guidelines and within RBI norms of charging interest to agriculture loan accounts.
Processing fee:	No processing fee should be charged.
Security:	Primary – Hypothecation of assets created out of project cost. Additional – Charge on land possessed by the borrowers, wherever applicable. No additional security is to be insisted upon for loan amount up to Rs.10.00 lakh for SHGs as per RBI norms.
Insurance:	Comprehensive insurance of the assets is to be done at the borrower's cost with Bank Clause.
Documents:	<ol style="list-style-type: none"> 1. Proforma Application form, properly filled in. 2. Proof of Citizenship (EPIC/Passport etc.) 3. Proof of financial solvency (self-authenticated photocopy of updated bank pass-book etc.) 4. Title Deed/Lease Certificate/Rent Receipt of land.
Disbursement:	<p>i. Disbursement should be done directly to the dealer/ supplier as per quotation, accepted by the borrower. Necessary arrangements are to be made by the supplier/ dealer to get the name of financing bank registered as hypothecated/ mortgaged in the Registration Certificate/ Blue Book of the vehicle (wherever applicable).</p> <p>ii. Respective Bank will issue Delivery Order (D.O.) to the supplier/ dealer advising them to deliver equipments to the borrowers and to submit bill and related documents duly acknowledged by the borrowers to get payment from bank. A copy of the D.O. should be endorsed to the respective DDA (Admin.) for record and monitoring purpose.</p> <p>iii. Banks, after getting the duly receipted challans/ bills / documents shall release the total amount to the dealer/ supplier of the machineries.</p> <p>iv. The subsidy under the scheme will be meant for purchase of new equipments only and the amount cannot be adjusted with any outstanding loan of the concerned applicant.</p> <p>v. A joint inspection of the CHC shall be conducted by a Joint Inspection Committee (JIC) comprising of Representatives of the Financing Bank, NABARD and DDA (Admn.) of the district within three months of sanctioning of the loan to ascertain proper utilization of the sanctioned amount including subsidy amount and submit a report as per format given in Annexure – XI to the District ATMA Management Committee.</p>

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20/19/18

Repayment:

The loan taken under this scheme shall have a **mandatory repayment period of not less than four years**. The borrower will not be eligible for subsidy if repayment is completed before four years or if he fails to repay the loan. In that case, the subsidy amount has to be refunded to the DDA(Admn) of the district failing which action will be taken as per law. During the repayment period, the **entrepreneur shall not alienate the assets procured under this scheme by way of sale or lease or create any other security interest on them whatsoever**.

VI. Monitoring mechanism:

Close monitoring of the implementation of the scheme shall be undertaken both at the State and the District levels. At the State level, meetings of the SLEC for farm Mechanization should be held on quarterly basis to monitor the implementation. The issue should be discussed as part of structured agenda in the SLBC meetings also.

At the District level, the DLSC shall hold regular meetings to monitor the implementation of the scheme. The matter may also be discussed as an agenda in the DLCC and DLBC for proper monitoring of the bank credit linked cases. The District ATMA Management Committee shall hold regular meetings to monitor the implementation of the CHC scheme.

The Asst. DA (Block) and the Asst. DA (Admn.) of the respective Subdivision will regularly monitor the schemes in their respective jurisdiction. Proper register should be maintained at the district/block level to keep records of physical and financial achievements. Regular inspections shall be carried out to ascertain proper end use of subsidy disbursed. The minimum number of cases to be inspected at various levels will be as follows:

1. Asst. DA (Admn) – 2% of all disbursed cases of the Sub-division.
2. DDA (Admn) – at least five (5) cases per block.

An inspection report in all such cases shall be prepared as per **Annexure –X** and submitted to the DDA (Admn) of the district/ JDA(Range). The JDA (Range) shall properly document such inspection reports and may also conduct sample checking for his satisfaction. He shall send a compiled report of all such inspections to the Director of Agriculture every quarter.

VII. Grievance Redressal:

The beneficiary must satisfy himself/herself that the supplier/ dealer/ manufacturer opted, has extended adequate guarantee/ facilities for **after sales services** for a period not less than 12 months from the date of purchase. **An undertaking in the above respect is to be obtained from the supplier/ dealer/ manufacturer by the beneficiary before/ at the time of purchase.**

Grievances, if any, which may arise during implementation of the scheme, shall be resolved by the DDA (Admn) at the District level and by the Director of Agriculture at State level.

For all other issues, the latest operational guidelines of Sub Mission on Agricultural Mechanization (SMAM) will apply.

[The modified guidelines have been issued in concurrence with FD's U.O.No-Gr.A-1/2018-19/0022 dt.14.09.2018]

Annexures

1. Annexure - II A: List of farm machinery eligible for subsidy under FSSM
2. Annexure - III : List of implements eligible for subsidy under OTA-SFI
3. Annexure - IV(A) : List of farm machinery eligible for CHC projects
4. Annexure - IV(B) : List of farm machinery for small and marginal farmers under CHC
5. Annexure - V : Application form for FSSM
6. Annexure - VI : Application form for OTA-SFI
7. Annexure - VII : Application form for CHC
8. Annexure - VIII : Consent/ rejection by financing institution regarding project appraisal
9. Annexure- IX : Distribution Certificate for machinery/ equipment under FSSM/OTA-SFI
10. Annexure – X : Inspection Report of machinery/ equipment distributed
11. Annexure – XI: Proforma for report by Joint Inspection Committee for CHC


24/9/18
Joint Secretary
Agriculture Department
Govt. of West Bengal

List of farm Machinery/Equipment and admissible rate of subsidy for FSSM

Sl. No.	Name of machinery/ equipment	Subsidy amount with rate
1	Tractor above 20 HP to 40 HP	Rs.1,00,000.00 or 35% of the cost whichever is lower
2	Tractor above 40 HP	Rs. 1,25,000.00 or 35% of the cost whichever is lower
3	Power Tiller 8.1 HP and above	Rs.75,000.00 or 50% whichever is lower
4	Power Tiller up to 8 HP	Rs.50,000.00 or 50% whichever is lower
5	Self propelled power reaper	Rs. 63,000.00 or 50% whichever is lower
6	Self propelled paddy transplanter 4 row and above	Rs. 2,00,000.00 or 40% of the cost of equipments whichever is lower
7	Tractor drawn Zero till seed cum fertilizer drill	Rs. 44,000.00 or 50% of the cost whichever is lower
8	a. Pump set (electric) of 1.5 to 3.0 hp	Rs. 6,000.00 or 50% whichever is lower
	b. Pump set (electric) of 3.1 to 5.0 hp	Rs. 10,000.00 or 50% whichever is lower
	c. Pump set (diesel/ petrol) of 1.5 to 5.0 hp	Rs. 10,000.00 or 50% whichever is lower
9	Multi crop Thresher/ power paddy thresher	Rs. 63,000.00 or 50% whichever is lower
10	Rotavator	Rs. 63,000.00 or 50% whichever is lower
11	Engine operated Power Sprayer above 16.0 litre	Rs. 10,000.00 or 50% whichever is lower
12	Potato Planter/ Digger	Rs. 63,000.00 or 50% whichever is lower
13	Rice de-husker	Rs. 63,000.00 or 50% whichever is lower
14	Any other implement listed in latest SMAM guidelines	As per subsidy pattern of SMAM subject to maximum Rs. 2.0 lakh

Annexure-III

List of implements eligible for subsidy under OTA-SFI:

Sl. No.	Name of the Implement
1	Manual Sprayer
2	Manual thresher
3.	Manual Chaff Cutter
4	Drum Seeder
5	Cono weeder/ weeder
6.	PVC/ HDPE delivery pipe (up to 100 m)
7.	Small implements set (Spade/ Khurpi/ Nirani/ Rake etc.)
8.	Manual seed drill
9.	Seed Treating drum
10.	SRI Marker
11.	Seed bin/ seed gola

List of farm machinery eligible for CHC projects

Sl. No.	Name of farm machinery
1	a)Tractor (08-15 PTO HP)
	b)Tractor (15 -20 PTO HP)
	c)Tractor (Above 20-40 PTO HP)
	d) Tractor (40-70 PTO HP)
2.	a)Power Tiller (below 8 BHP)
	b)Power Tiller (8 BHP and above)
3.	a)Self Propelled Rice Transplanter(4 rows)
	b) Self Propelled Rice Transplanter (i) above 4-8 rows (ii) above 8-16 rows
4.	Self propelled reaper
5.	Self propelled reaper binder
6.	Mould Board Plough
7.	Harrow
8.	Cultivator
9.	Rotavator
10.	Ridger
11.	Potato Planter
12.	Potato Digger
13.	Zero Tillage seed cum fertilizer drill
14.	Tractor drawn reaper
15.	Multi crop planter
16.	Zero –till multi crop planter
17.	Grass Slasher
18.	Power Weeder (below 2 bhp)
19.	Multi crop Thresher
20.	Power Paddy thresher
21.	Brush Cutter
22.	Maize Sheller
23.	Chaff Cutter (Operated by engine/electric motor below 3 hp and by power tiller , and tractor of below 20 BHP tractor)
24.	Tractor operated back hoe loader
25.	Automatic rice nursery sowing machine
26.	Combine Harvester (self propelled, up to 14 feet cutter bar)
27.	Combine Harvester (track, 6-8 feet cutter bar)
28.	Combine Harvester (track, below 6 feet cutter bar)
29.	Straw baler
30.	Straw reaper
31.	Rice de husker
32.	Mini dal mill
33.	Mini oil mill

Annexure- IV(B)

List of farm machinery preferred by small and marginal farmers and eligible for CHC projects

Sl. No.	Name of machinery
1	Power Tiller (8 BHP and above)
2	Power Tiller (below 8 BHP)
3	Power Weeder (operated by engine below 2 BHP)
4	Self propelled reaper
6	Engine operated pump sets
7	Power sprayer (engine operated)
8	Seed cum fertilizer drill
9	Drum Seeder
10	Cono weeder
11	SRI marker
12	Reaper binder
13	Multi Crop Planter
14	Mini Combine Harvester
15	4 row rice transplanter (self propelled)

Sl. No. _____

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF AGRICULTURE**

Application Form for Purchase of Agricultural Equipment / Machinery under FSSM

Part-A

Space for
Photograph

1. Name of the Farmer/farmers :
2. Father's / Husband's Name :
3. EPIC No./ AADHAAR Card No. :
4. KCC No. :
5. Bank Details:

Bank Name	Branch	Account No.	Type of Account	IFSC Code

6. Name of Organization (if applicable, give details):
7. Address: (a) Village :
(b) GP : (c) Block : (d) PS :
(e) Subdivision : (f) P.O. (g) District:
(h) Phone/ Mobile No.
8. Category of Farmer : General / S.C. /S.T.
9. Area of Land Holding (in ha): Crops taken up during last year
Crop Area
Irrigated:
Rainfed :

10. Details of Agricultural Equipment/ Machinery to be purchased :

- a) Name of the item with Brand/Make & model :
b) Name of Manufacturer :
c) Name of Authorized Supplier :

11. Source of fund over and above subsidy amount : a) Own source b) Bank loan

12. Details of bank from which loan is being posed (if different from Sl. No. 5 above) :

I, (Full Name) declare that all the information given above are true to the best of my knowledge and that I have not availed any benefit under this scheme till now.

Identified by--

Signature of the Farmer with Address

Part - B

Sl. No. _____

Receipt

Received an application for credit linked subsidy for purchase of farm Equipment/
Machinery under the Farm Mechanization Scheme from Shri/Smt
_____ of village _____
GP _____ on _____ for consideration.

Date:
Place :

Signature of the Receiving Officer
Official Seal

Sl. No. _____

Annexure - VI

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF AGRICULTURE

Application Form for One Time Assistance (OTA) for Purchase of Small Farm Implements

Part-A

1. Name of the Farmer/farmers :
2. Father's / Husband's Name :
3. KCC No./ Bank Account No. :
4. EPIC No./ AADHAAR Card No. :
5. Bank Details:

Space for
Photograph

Bank Name	Branch	Account No.	Type of Account	IFSC Code

6. Name of Organization (if applicable, give details):
7. Address: (a) Village : (c) Block : (d) PS :
(b) GP : (e) Subdivision : (f) P.O. (g) District:
(h) Phone/ Mobile No.
8. Category of Farmer : General / S.C. /S.T.
9. Area of Land Holding (in ha): Crops taken up during last year
Crop Area

Irrigated:

Rainfed :

10. Details of small farm implements to be purchased ---

a) Name of the item with Brand/Make & model :

b) Name of Manufacturer :

c) Name of Authorized Supplier :

11. Source of fund over and above subsidy amount : a) Own source b) Bank loan

12. Details of bank from which loan is being posed (if different from Sl. No. 5 above) :

I, (Full Name) declare that all the information given above are true to the best of my knowledge and that I have not availed any benefit under this scheme or OTA-EAP or FSSM till now.

Identified by--

Signature of the Farmer with Address

Part - B

Sl. No. _____

Receipt

Received an application for One Time Assistance (OTA) for purchase of Small Farm
Implements from Shri/Smt _____ of
village _____ GP _____ on
_____ for consideration.

Date:
Place :

Signature of the Receiving Officer
Official Seal

Sl. No. _____

ANNEXURE - VII

**GOVERNMENT OF WEST BENGAL
DEPARTMENT OF AGRICULTURE**

**Application-cum-Brief Project Report for setting up of Custom Hiring Centre under Credit
Linked Subsidy Scheme for Rural Entrepreneurs to set up of CHC of Farm Machinery**

Part-A

Space for
Photograph

1. Name of applicant:
2. Category of applicant:
(i.e. whether Individual, Members of PACS, Joint Liability Groups with bank accounts, SHGs, Proprietorship Firms, Partnership Firms, Co-operative societies, Farmer's Clubs, FPOs and Private/Public Ltd Companies **and** whether SC/ST, woman)
3. Address (Please attach a self-authenticated proof):
4. Proof of Identity:
(Please mention the type and No. of the document like Aadhar card/ EPIC/Passport/KCC etc.)
5. Landline/mobile number:
6. Details of Land holding of the applicant (please mention whether own land/leased/ or rented):
7. Approximate area of land belonging to other farmers that may be covered in a year under custom hiring:
8. Types of crops grown in the area:
9. Types of farm machinery/equipments required in the area:
10. Expected number of farmers who may avail custom hiring services from the proposed centre:
11. List of machineries/equipments with their specifications and their cost along with quotations from dealers:
12. Total Financial Outlay:
13. Borrower's contribution (Margin Money):
14. Loan amount sought:
15. Expected annual income from proposed custom hiring centre:
 - i. Gross annual income:
 - ii. Total expenditure:
 - iii. Net income [(i) – (ii)]:
 - iv. Loan repayment period sought: (**minimum Four years**):
16. Whether Annual Maintenance Contract (AMC) with dealers is done:

I hereby declare that the above particulars are true to the best of my knowledge.

(Signature of applicant with date)

Part - B

Sl. No. _____

Receipt

Received an application for setting up of Custom Hiring Centre under Credit Linked Subsidy Scheme for Rural Entrepreneurs to set up of CHC of Farm Machinery from Shri/Smt/Ms _____ of village _____ GP _____ Block _____ on _____ for consideration.

Date:
Place :

Signature of the Receiving Officer
Official Seal

Annexure-VIII

Consent of financing Bank regarding project appraisal and loan sanction

We are ready to finance the CHC project as submitted by _____ (name of entrepreneur) and will open subsidy reserve fund account/loan account in the name of the beneficiary on receipt of final approval letter of subsidy from Department of Agriculture in favour of the beneficiary and also ensure that loan will be disbursed within 30 days from release of subsidy for setting up the CHC.

Dated.

(Place)

Signature of the competent authority with Seal

(OR)

This is to apprise that, the project of establishing Custom Hiring Centre (CHC) of Farm machinery as received from _____ (Name of the Entrepreneur) of Village/Town/Mouza _____, Block _____, District _____ through Department of Agriculture, has been scrutinized and evaluated thoroughly for feasibility, economic viability and other aspects needed for project financing and found suitable/ unsuitable.

We are returning the case (if found unsuitable) as the project does not worth financing owing to

1.

2.

3. (State few valid reasons)

Dated.

(Place)

Signature of the competent authority with Seal

(N.B.: Please strike out the portions not required)

Annexure - IX

**DISTRIBUTION CERTIFICATE FOR MACHINERY /EQUIPMENT/
IMPLEMENTS, DISTRIBUTED UNDER FARM MECHANIZATION SCHEME**

Certified that the following Farm, Machinery /Equipments /Implements the details of which is given along side has been supplied to

Sri/Sint of Village

G.P Block as per his/ her application

bearing sl. no under the scheme during

of Agriculture Department, West Bengal.

Name of Product	Make	Model	Sl. No. / Chasis No.	Manufacturer	Remarks

.....
**Signature with Seal of Supplier /
Representative**

.....
Asstt. Director of Agriculture
..... Block

Received the above stated Farm Machinery /Equipments/ Implements in good condition.

.....
Signature of beneficiary farmer

Annexure - X

**INSPECTION REPORT OF FARM MACHINERY /EQUIPMENT / IMPLEMENTS
SUPPLIED UNDER FARM MECHANIZATION
SCHEME DURING.....**

1. Name of Scheme : _____
2. Date, Time & Place of Inspection : _____
3. Name and Address of Beneficiary (With Mobile Number) : _____

4. Product Details:

Item Name	Make	Brand / Model	Product Sl No.	Price	Amount of subsidy given	Quality standard (ISI/BIS/others)

5. Delivery Details:

Supplier Name & Address / Phone No.	Application SL No.	Challan / Bill No	Date of Delivery / Installation	Remarks of Beneficiary if any.

6. Findings of Inspection: i) _____
ii) _____

Signature with seal
Asst. Director of Agriculture.....

CREDIT LINKED SUBSIDY SCHEME FOR RURAL ENTREPRENEURS TO SET UP CUSTOM HIRING CENTERS OF FARM MACHINERY

PROFORMA FOR JOINT INSPECTION COMMITTEE REPORT

1. Date of Inspection:
2. Members of Joint Inspection Committee:

Organisation	Name of the Officer	Designation	Address
NABARD			
DDA (Admin.) or his representative			
Financing Bank			

3. i) Name and address of project with telephone No.:
(Including Village/ Block / District)

ii) Name & Address of the Enterprenuer with, Adhaar No., telephone No. and email ID (if any):
 - a) Whether belongs to FPOs/Farmers' club/Women/SC/ST/Cooperatives:
 - b) Individual:
 - c) Partnership/Company/Corporation:
4. Name and Address of Financing Bank with telephone No:
5. Details of loan sanctioned and other aspects:
 - i. Date of receipt of loan application to the bank:
 - ii. Date of sanction of loan:
 - iii. Amount of loan sanctioned:
 - iv. Amount of subsidy sanctioned:
 - v. Amount including loan and subsidy disbursed with date:
 - vi. Date of establishment of custom hiring centre:
 - vii. Whether all the machinery / equipments envisaged in the project were installed and whether they were in working condition:
 - viii. Whether custom hiring register (in the prescribed format) was maintained:
 - ix. Number of trained staff deployed in the custom hiring centre:
 - x. Whether approvals / permissions from local authorities are obtained for establishment/running of Custom Hiring Centre including RTO registration wherever applicable are obtained:

6. Details of actual project cost

Items of farm machinery / equipment	As per project report	As sanctioned by the bank
Total Cost of Farm Machinery / Equipments		
Cost of open shed, AMC and insurance expenses		
Total project cost		

7. Borrowers Contribution:

8. Findings of the Joint Inspection Committee:

Signature & date
NABARD

Signature & date
DDA (Admin) or his representative

Signature & date
Financing Bank