

## Modalities for implementation of:

### Sub Component 2.2: Coffee Development Programme in Non-Traditional Areas

#### 2.2.1. Coffee Expansion

**Objective:** To increase the area and production of Arabica coffee in association with the State level Nodal agencies like Integrated Tribal Development Agency (ITDA), Andhra Pradesh and the Soil Conservation Department / nodal department / agency identified by state government in case of Odisha so as to facilitate afforestation in the Podu lands and to help settle the tribals on a permanent footing.

##### 2.2.1.1. Eligibility

- i) Applicable to all growers of NTA in whose case the coffee development programme is implemented by ITDA in Andhra Pradesh and Soil Conservation Department / nodal department / agency identified by state government in case of Odisha.

**2.2.1.2. Unit cost:** Rs. 1,25,000/- per ha.

**2.2.1.3. Scale of Subsidy:** 25% of unit cost i.e. Rs. 31,250/- per ha.

##### 2.2.1.4. Release of Instalments

- 1<sup>st</sup> instalment - 60% during the first year (Rs.18,750/- Ha)
- 2<sup>nd</sup> instalment - 40% during the second year (Rs.12,500/- Ha)

##### 2.2.1.5 Role of Coffee Board

- i) Supply of quality seed coffee of suitable varieties.
- ii) Provide technical assistance to the growers and training of personnel of ITDA, AP and Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha.
- iii) Provide counterpart financial assistance towards expansion activity

##### 2.2.1.6 Role of ITDA, Paderu / Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha

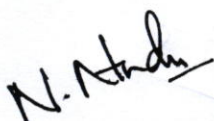
- i) Identification of beneficiaries and suitable land
- ii) Advance shade planting
- iii) Procurement of seed coffee from Coffee Board and raising of coffee nurseries
- iv) Assisting growers in planting of coffee and all cultural operations.
- v) Providing assistance for taking up fencing of coffee farms to demarcate individual tribal holdings.
- vi) Furnishing of annual progress of area newly planted and financial achievement to the Coffee Board.

##### 2.2.1.7 Procedure for claiming subsidy:

###### By ITDA, Paderu, AP

###### First Year:

- i) On completion of planting, the ITDA shall submit a village wise list of beneficiaries to the Deputy Director (Extn.), Paderu duly certifying the correctness of the claims during October of the planting year for releasing the first instalment of subsidy.
- ii) To release 1<sup>st</sup> instalment, no deduction will be made if the vacancies are in normal range i.e. 15% or less. But, if the vacancies are above 15%, the amount equivalent to the vacancies above 15% will be deducted while recommending for release of 1<sup>st</sup> instalment of subsidy. For example, if the vacancies are 25%, subsidy amount equivalent to only 10% will be deducted while releasing 1<sup>st</sup> instalment.



- iii) The SLOs / JLOs shall undertake joint field inspections along with ITDA officials (at least 10% of the cases) and forward eligible claims to DDE, Paderu.
- iv) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

#### Second Year

- i) The ITDA shall prefer the consolidated claim of subsidy to the Coffee Board in the prescribed format along with the list of beneficiaries duly certifying the satisfactory maintenance of the coffee block and completion of vacancy filling.
- ii) The SLOs / JLOs will undertake joint field inspections of the claims along with ITDA officials (at least 10%) and forward the eligible claims to the Deputy Director (Extn.), Paderu.
- iii) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- iv) To release 2<sup>nd</sup> instalment, deduction will be made as per the existing vacancies as on the date of investigation while recommending for release of subsidy.
- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA & Coffee Board.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

#### **By Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha**

#### First Year

- i) On completion of planting, the Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha shall submit a village wise list of beneficiaries to the Deputy Director (Extn.), Paderu duly certifying the correctness of the claims during October of the planting year for releasing the first instalment of subsidy.
- ii) To release 1<sup>st</sup> instalment, no deduction will be made if the vacancies are in normal range i.e. 15% or less. But if the vacancies are above 15%, the amount equivalent to the vacancies above 15% will be deducted while recommending for release of 1<sup>st</sup> instalment of subsidy. For example, if the vacancies are 25%, subsidy amount equivalent to only 10% will be deducted while releasing 1<sup>st</sup> instalment.
- iii) The SLO/Extension Personnel will take up field inspection and forward the application to the DDE, Paderu with their report and recommendation for release of 1<sup>st</sup> instalment.
- iv) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with Soil Conservation Department / nodal department / agency identified by state government.
- v) The DDE, Paderu will scrutinize the claims and will release the eligible subsidy amount to the concerned nodal agency / department.
- vi) The Soil Conservation Department / nodal department / agency identified shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

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## Second Year

- i) The Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha shall prefer the consolidated claim of subsidy to the Coffee Board in the prescribed format along with the list of beneficiaries duly certifying the satisfactory maintenance of the coffee block and completion of vacancy filling.
- ii) The SLO/Extension Personnel will scrutinize the records and take up field inspection and forward the application to the DDE, Paderu with their report and recommendation for release of 2<sup>nd</sup> instalment.
- iii) To release 2<sup>nd</sup> instalment of Expansion subsidy, deduction will be made as per the existing vacancies as on the date of investigation while recommending for release of subsidy.
- iv) The DDE, Paderu will scrutinize the claims and will release the eligible subsidy amount to the concerned nodal agency / department.
- v) The Soil Conservation Department / nodal department / agency identified shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

### **2.2.1.8 Amendment to the scheme:**

- The submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.
- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

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## 2.2.2. Coffee Consolidation

**Objective :** The main objective of consolidation is to improve the productivity of existing coffee holdings by gap filling/ rejuvenation followed with improved cultivation methods like application of compost, bush management, shade management, pest& disease control etc.

### 2.2.2.1 Eligibility

- i) Applicable to all growers of NTA in whose case the coffee development programme is implemented by ITDA in Andhra Pradesh and Soil Conservation Department / nodal department / agency identified by state government in case of Odisha.
- ii) The holdings should be in bearing stage.
- iii) The vacancies should not be less than 25% in the given block meant for consolidation.

**2.2.2.2 Unit cost:** Rs. 75,000/- per ha.

**2.2.2.3 Scale of Subsidy:** 25% of unit cost i.e. Rs. 18,750/- per ha.

### 2.2.2.4 Release of Instalments

- 1<sup>st</sup> instalment - 60% during the first year of consolidation (Rs.11,250/Ha)
- 2<sup>nd</sup> instalment - 40% during the second year of consolidation (Rs.7,500/Ha)

### 2.2.2.5 Role of Coffee Board

- i) Providing technical assistance to ITDA, SCD / nodal department / agency identified by state government and growers.
- ii) Supply of quality seed coffee of suitable varieties for gap filling.
- iii) Provide counterpart financial assistance towards consolidation/ rejuvenation of holdings

**2.2.2.6 Role of ITDA, Paderu/ Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha**

- i) Identification of beneficiaries whose holding require consolidation
- ii) Procurement of seed coffee and raising of coffee nurseries
- iii) Assisting growers in vacancy filling and all cultural operations.
- iv) Ensuring adoption of improved cultivation methods like application of compost, bush management, shade management, pest& disease control etc. be the beneficiaries
- v) Furnishing of annual progress of area consolidated/ rejuvenated and financial achievement to the Coffee Board.

### 2.2.2.7 Procedure for claiming subsidy:

**By ITDA, Paderu, AP**

#### First Instalment:

- i) On completion of vacancy filling and maintenance of the holdings in all aspects by adoption of improved cultivation methods like application of compost, bush management, shade management, pest& disease control etc., the ITDA shall submit a village wise list of beneficiaries to the Deputy Director (Extn.), Paderu duly certifying the correctness of the claims during October of the planting year for releasing the first instalment of subsidy.
- ii) The SLOs / JLOs shall undertake joint field inspections along with ITDA officials (at least 10% of the cases) and forward eligible claims to DDE, Paderu.
- iii) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- iv) First instalment will be released based on the existing population and the plant condition only. In case any vacancies are found in the claimed area, the amount equivalent to the percentage of vacancies will be deducted without giving any consideration for the vacancies.

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- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

#### **Second Instalment**

- i) The ITDA shall prefer the consolidated claim of subsidy to the Coffee Board in the prescribed format along with the list of beneficiaries duly certifying the satisfactory maintenance of the coffee block and completion of vacancy filling and maintenance of the holdings in all aspects by adoption of improved cultivation methods like application of compost, bush management, shade management, pest & disease control etc.
- ii) The SLOs / JLOs will undertake joint field inspections of the claims along with ITDA officials (at least 10%) and forward the eligible claims to the Deputy Director (Extn.), Paderu.
- iii) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- iv) Like first instalment, second instalment will also be released based on the existing population and the plant condition only. In case any vacancies are found in the claimed area, the amount equivalent to the percentage of vacancies will be deducted without giving any consideration for the vacancies.
- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

**By Soil Conservation Department / nodal department / agency identified by state government in case of Govt. of Odisha**

#### **First Instalment**

- i) On completion of vacancy filling and maintenance of the holdings in all aspects by adoption of improved cultivation methods like application of compost, bush management, shade management, pest & disease control etc., the SCD / nodal department / agency identified by state government shall submit a village wise list of beneficiaries to the Deputy Director (Extn.), Paderu duly certifying the correctness of the claims during October of the planting year for releasing the first instalment of subsidy.
- ii) The SLO/Extension Personnel will take up field inspection and forward the application to the DDE, Paderu with their report and recommendation for release of 1<sup>st</sup> instalment.
- iii) First instalment of consolidation subsidy will be released based on the existing population and the plant condition only. In case any vacancies are found in the claimed area, the amount equivalent to the percentage of vacancies will be deducted without giving any consideration for the vacancies.
- iv) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with Soil Conservation Department / nodal department / agency identified by state government.
- v) The DDE, Paderu will scrutinize the claims and will release the eligible subsidy amount to the concerned nodal department/ agency.
- vi) The Soil Conservation Department / identified nodal department / agency shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

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## Second Year

- i) The Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha shall prefer the consolidated claim of subsidy to the Coffee Board in the prescribed format along with the list of beneficiaries duly certifying the satisfactory maintenance of the coffee block and completion of vacancy filling.
- ii) The SLO/Extension Personnel will scrutinize the records and take up field inspection and forward the application to the DDE, Paderu with his report and recommendation for release of 2<sup>nd</sup> instalment.
- iii) The second instalment of consolidation subsidy will be released based on the existing population and the plant condition only. In case any vacancies are found in the claimed area, the amount equivalent to the percentage of vacancies will be deducted without giving any consideration for the vacancies.
- iv) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with Soil Conservation Department / nodal department / agency identified by state government.
- vii) The DDE, Paderu will scrutinize the claims and release the eligible instalments of subsidy amount to the concerned nodal department / agency.
- viii) The Soil Conservation Department / nodal department / agency identified shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

### 2.2.2.8 Amendment to the Scheme:

- The submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.
- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

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- iii) The SLOs / JLOs shall undertake joint field inspections along with ITDA officials (at least 10% of the cases) and forward eligible claims to DDE, Paderu.
- iv) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

#### Second Year

- i) The ITDA shall prefer the consolidated claim of subsidy to the Coffee Board in the prescribed format along with the list of beneficiaries duly certifying the satisfactory maintenance of the coffee block and completion of vacancy filling.
- ii) The SLOs / JLOs will undertake joint field inspections of the claims along with ITDA officials (at least 10%) and forward the eligible claims to the Deputy Director (Extn.), Paderu.
- iii) The Deputy Director (Extn.), Paderu shall scrutinize, compile the claims, recommend and forward the eligible claims to the Competent Authority of the Coffee Board for sanction.
- iv) To release 2<sup>nd</sup> instalment, deduction will made as per the existing vacancies as on the date of investigation while recommending for release of subsidy.
- v) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with ITDA & Coffee Board.
- vi) The Coffee Board will release the eligible subsidy amount to the ITDA.
- vii) The ITDA shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

**By Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha**

#### First Year

- i) On completion of planting, the Soil Conservation Dept. / nodal department / agency identified by state government in case of Odisha shall submit a village wise list of beneficiaries to the Deputy Director (Extn.), Paderu duly certifying the correctness of the claims during October of the planting year for releasing the first instalment of subsidy.
- ii) To release 1<sup>st</sup> instalment, no deduction will made if the vacancies are in normal range i.e. 15% or less. But if the vacancies are above 15%, the amount equivalent to the vacancies above 15% will be deducted while recommending for release of 1<sup>st</sup> instalment of subsidy. For example, if the vacancies are 25%, subsidy amount equivalent to only 10% will be deducted while releasing 1<sup>st</sup> instalment.
- iii) The SLO/Extension Personnel will take up field inspection and forward the application to the DDE, Paderu with their report and recommendation for release of 1<sup>st</sup> instalment.
- iv) The JDE, Visakhapatnam shall supervise and monitor all these steps and provide necessary guidance and coordinate with Soil Conservation Department / nodal department / agency identified by state government.
- v) The DDE, Paderu will scrutinize the claims and will release the eligible subsidy amount to the concerned nodal agency / department.
- vi) The Soil Conservation Department / nodal department / agency identified shall ensure disbursement of subsidy to the concerned beneficiaries and furnish the utilization certificate to the Coffee Board before the end of the respective financial year.

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### **2.2.3. Support for Quality-Up-Gradation/ Eco-certification**

**Objective:** To facilitate improvement of quality of coffee produced by the tribal growers by encouraging them to put up infrastructure for quality improvement and also facilitate them to obtain certification of their coffees, so as to enable them to earn better returns.

This component has three major activities viz., supply of pulpers, construction of cement drying yards and eco-certification of coffee holdings.

#### **2.2.3.1. Supply of Baby Pulpers**

##### **2.2.3.1.1 Eligibility**

All tribal Coffee growers who have not availed the benefit for Baby pulpers during XI and XII plan periods are eligible.

##### **2.2.3.1.2. Unit cost**

Actual cost of the unit or Rs.16,000/- per unit whichever is less.

##### **2.2.3.1.3. Scale of support**

50% of the unit cost.

##### **2.2.3.1.4. Procurement & Supply of Baby Pulpers through ITDA in Andhra Pradesh**

- i) ITDA shall initiate suitable action for identification of the beneficiaries, obtaining applications and inviting tenders through the tendering process by observing all official formalities and placing the supply order.
- ii) Coffee Board will provide technical specification of the machinery.
- iii) After ensuring the supply and distribution of baby pulpers to the beneficiaries, the ITDA shall prefer claim for release of the subsidy from the Board along with copies of documents viz., list of beneficiaries, tender notification, supply order issued, invoice/ bill etc.
- iv) The Coffee Board will scrutinize the claim and release the subsidy to the ITDA.
- v) The ITDA shall furnish the utilization certificate to the Coffee Board for the amount released before the end of the respective financial year.

##### **2.2.3.1.5 Procurement & Supply of Baby Pulpers in Odisha**

- i) The Soil Conservation Department / nodal department / agency identified by state government shall initiate suitable action for identification of the beneficiaries.
- ii) On finalizing the rate for procurement each year by ITDA, Paderu after following all official formalities in Andhra Pradesh, respective nodal department / agency identified by state government may place purchase order to procure required number of Hand operated Baby pulpers to the same firm to which ITDA, Paderu has placed supply order. Otherwise, the / nodal department / agency identified by state government may follow the procedure for procurement of baby pulpers for the tribal growers of Odisha as stipulated under Sl.No. 2.2.3.1.4. for ITDA, AP.
- iii) After ensuring the supply and distribution of baby pulpers to the beneficiaries, the nodal department / agency identified by state government shall prefer claim for release of the subsidy from the Board along with copies of documents viz., list of beneficiaries, tender notification, supply order issued, invoice/bill etc.
- iv) The Coffee Board will scrutinize the claim and release the subsidy to the nodal department / agency identified by state government.
- v) The nodal department / agency identified by state government shall furnish the utilization certificate to the Coffee Board for the amount released before the end of the respective financial year.

##### **2.2.3.1.6 Amendment to the Scheme:**

- The submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.

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- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

### 2.2.3.2. Construction of Cement Drying Yards

#### 2.2.3.2.1. Eligibility

- All tribal Coffee growers who have not availed benefit for drying yard during XI and XII plan periods are eligible.
- The grower should have a minimum of 0.20 Ha of area under coffee to become eligible for the benefit.
- The maximum size for the purpose of subsidy is limited to 400 Sq. ft.

#### 2.2.3.2.2. Unit cost and scale of subsidy

Dimension of the unit	Unit cost	Rate of Subsidy
20' x 20' or (400 Sq. Ft)	Rs.45,000/-	50% of unit cost

#### 2.2.3.2.3 Procedure for claiming subsidy (Andhra Pradesh & Odisha)

- i) Coffee Board would identify the beneficiaries with the help of ITDA/ Soil Conservation Department / nodal department / agency identified by state government and motivate the growers to construct cement drying yards.
- ii) The growers shall submit claims for drying yards in prescribed format of application along with necessary documents.
- iii) The JLO / SLO of the Coffee Board shall take up joint inspection with the ITDA officials in Andhra Pradesh/Soil Conservation Department / nodal department / agency identified by state government officials in Odisha and forward the claim along with the inspection report and other relevant documents to the DDE, Paderu.
- iv) The DDE shall scrutinize the claim, sanction and release the eligible amount of subsidy to the grower.

#### 2.2.3.2.4 Amendment to the Scheme:

- The mere submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.
- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

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### **2.2.3.3. Support for Eco-Certification / Organic Certification:**

**Objective:** To encourage coffee growers to improve quality for higher returns and improve access to high value specialty markets through production of eco-certified coffees.

An allied objective of this scheme is to encourage small growers to form groups/ collectives for taking up eco-certification that will facilitate creation of common facilities in future.

#### **2.2.3.3.1. Eligibility**

- i) SHGs/ collectives of tribal growers who obtain certification of their plantations for various sustainability and quality standards.
- ii) Support is available for certification of estates as per Organic, Fair Trade, Rainforest Alliance, UTZ Certified, Bird friendly / Shade grown coffee standards or any other certification programmes equivalent to the above programs.
- iii) Those claiming support for Eco / organic certification, should have been certified as per the National Programme for Organic Production (NPOP) standards, even if they are certified as per various international standards like EU Regulation, NOP (National Organic Programme of USA), JAS (Japanese Agriculture Standards) etc.
- iv) The Certificate should be obtained only from the Certification Agencies accredited by the respective Certification Programmes during the MTF period.

#### **2.2.3.3.2. Role of ITDA, Paderu / Soil Conservation Department, Odisha**

- i) The Nodal Agencies viz., ITDA, AP/ Soil Conservation Department, Odisha will identify the growers and form the SHGs/ grower groups.
- ii) The Nodal Agencies will contact the certifying agencies apart from helping the growers groups identified in obtaining certification as and when necessary from time to time.

#### **2.2.3.3.3. Role of Coffee Board**

- i) Provide technical support to the growers / growers groups for adoption of appropriate cultivation practices so as to enable them to obtain Eco certification.

#### **2.2.3.3.4. Scale of subsidy**

##### **(a) For organic certification**

75% of the certification cost spread over a period of 3 years or the Conversion period whichever is less during the MTF period.

##### **(b) For other eco-certifications**

75% of the certification cost for one year during the MTF period.

#### **2.2.3.3.5. Procedure for claiming subsidy**

- i) This incentive is provided only as backend support for those who obtain certification of their estates. However, in the case of organic certification, the costs incurred towards certification during in-conversion period are also eligible for support.
- ii) After obtaining certification by the accredited certification body/ agency, the SHG/ growers groups of tribal growers or ITDA, Paderu / Soil Conservation Department, Odisha are required to submit their application along with a copy of the certificate and other relevant documents to the concerned office of the JLO / SLO of the Coffee Board.
- iii) The concerned JLO / SLO will scrutinize the documents, carryout field inspection for verification of books and records.
- iv) The JLO / SLO shall forward the claim along with Physical Verification Report and other relevant records to the concerned Deputy Director (Extn).

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- v) The Deputy Director (Extn.) after scrutinizing the claim and records and on confirming about the admissibility of the claim in all respects will release subsidy amount to the beneficiary.

**2.2.3.3.6. List of Documents required for claiming Subsidy for Quality Improvement activities viz., Drying yards and eco-certification**

- a) Application in the prescribed format (in duplicate).
- b) In case of growers groups (SHGs/ collectives):  
Certificate of incorporation/registration, memorandum of article of association/society as Grower Collective/SHG/ Cooperative issued by the authority concerned and Complete list/ details of members of the organization.
- c) Land Ownership documents like Land Possession/ ownership Certificate issued by the competent Revenue authority of AP / Odisha in case of individual tribal growers availing subsidy for drying yards
- d) In case of eco-certification
  - a. Copy of the certificate issued by the accredited Certification Agency
  - b. Original invoice towards the cost of certification
  - c. Proof of payment of certification costs
- e) Copy of the Bank Pass Book containing the details of account number, name of the Bank, branch, IFSC code, etc.

**2.2.3.3.7 Amendment to the Scheme:**

- The submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.
- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

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#### **2.2.4. Market Support:**

**Objective:** The objective of the scheme is to extend support to the tribal growers, for taking up marketing of their coffee on community based approach, through suitable financial incentives.

An allied objective of this scheme is to encourage small tribal growers to form groups/ collectives for taking up marketing activities that will facilitate creation of common facilities in future.

It is expected to provide a mechanism for better price realization for the group, arising out of both the improvement of quality as well as collective bargaining.

##### **2.2.4.1. Eligibility:**

- i) The SHGs / collectives of tribal growers who undertake marketing of their coffee on their own or any Government Nodal Agency like ITDA / GCC etc. which facilitate marketing of tribal coffee are eligible. In the later cases, the actual procedure will be finalized in consultation with such state agencies.
- ii) The coffee marketing should be taken up in any of the following manner.
  - a. Through recognized public auction platforms like Indian Coffee Trade Association (ICTA)
  - b. Direct export by the growers groups/ nodal agency
  - c. Through the recognized Commodity Exchanges wherein, physical delivery of coffee takes place.

##### **2.2.4.2. Unit cost**

A maximum amount of Rs.15/- per kg of clean coffee is projected as unit cost towards the cost of marketing right from procurement of raw coffee at farm gate to final disposal of clean coffee.

##### **2.2.4.3. Scale of subsidy:**

Rs.10/- per kg of clean coffee marketed by the growers groups/ Nodal Agencies.

##### **2.2.4.4. Procedures for claiming subsidy for Marketing of coffee**

- i) After marketing of coffee, the growers groups/ Nodal Agencies would furnish the claim for reimbursement in the prescribed application along with the proofs/ supportive documents.
- ii) The application for subsidy should be submitted to the Deputy Director (Extension), Paderu
- iii) On scrutiny DDE shall forward the application to the Head Office for approval.

##### **2.2.4.5. Disbursement of subsidy**

- i) The subsidy is disbursed only after the sale of coffee is completed by the growers groups/ nodal agencies.
- ii) The coffee marketing should takes place in clean coffee (green bean) form only.
- iii) Wherever the Govt. agencies like GCC / ITDA market the coffee of the growers the subsidy shall be released to the agencies directly.
- iv) Wherever the growers groups / Collectives / SHGs market their coffee the subsidy shall be released to the individual members directly to their bank account through NEFT in cases where the application is complete in all respects.

*N. Anand*

*[Signature]*

#### 2.2.4.6. List of Documents to be furnished

- i) Application in prescribed format (Duplicate)
- ii) Certificate of incorporation/registration, memorandum of article of association/society as Growers' Collective/ SHG/ Cooperative issued by the authority concerned.
- iii) Complete list/ details of members of the organization as per Annexure 1.
- iv) Along with each claim for subsidy, the application should be accompanied with the details of the member wise coffee sold.
- v) Certificate from the Growers' Collective/ SHG/ Cooperative stating that the concerned grower is the member of the organization.
- vi) Certificate from concerned state Government commercial tax department (VAT registration certificate) wherever applicable.

#### vii) In addition to the above documents:

##### A. In case of coffee marketed through the Auction platform / Commodity Exchange

- a) Registration certificate as member of ICTA / other recognized marketing auction platform (one time)
- b) Proof of coffee sold – Attested copy of sale note issued by the auctioneers' concerned to the growers' collectives/ SHGs/ Cooperatives.

##### B. In case of coffee exported directly

- a) Export permit having Customs endorsement
- b) ICO certificate of origin having customs endorsement
- c) Bill of Lading (BL)

#### 2.2.4.7 Amendment to the Scheme:

- The submission of application by the applicant or acceptance of the application by the office does not automatically entitle the applicant for the eligible subsidy from the Coffee Board. The release of eligible subsidy to the applicant is subject to availability of funds during a particular year.
- The Coffee Board reserves the right to amend, amplify or abrogate in its discretion any of the terms and conditions of the scheme without notice as it may consider necessary for efficient execution of the scheme and fulfilment of its objectives.
- Applications of persons who resort to making offers, rewards, gifts or any material benefit, or any coercion either directly or indirectly, to influence the sanction process shall summarily be rejected. Similarly, legal action will be initiated for recovery with applicable interest against applicants who obtain the subsidy benefit by wilfully furnishing wrong/incorrect information, misrepresentation and suppression of information.

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*N. Anand*

*GA*



**COFFEE BOARD – ICDP DURING MTF PERIOD - CDP in NTA –  
(ANDHRA PRADESH & ODISHA)**

**APPLICATION CUM INVESTIGATION REPORT FOR RELEASE OF SUBSIDY FOR  
CONSTRUCTION OF CEMENT DRYING YARDS DURING THE YEAR \_\_\_\_\_**

Sub Office's Regn. No. / Date	DDE'S Office Regn. No. / Date:
To The SLO/JLO/Coffee Board, Minumuluru/ Koraput/Araku Valley/Chintapalli(East)/(West)	
1) Name of the grower	
2) Father's / Husband's Name	
3) Aadhar Number	
4) Community (SC / ST)	
5) Name of the Village with Postal Address	
6) Details of Bank Account No. with IFSC Code No.	
7) Area and year of planting	
8) Size of the Drying Yard	Length: _____ Breadth: _____ Total Sq.ft.: _____
9) Amount claimed @Rs _____ per Sq.ft.	
I have not obtained any subsidy for this claim made by me now either in my name or in the name of any of my family members in the past.	
Place: Date:	Signature of Grower
<b>INVESTIGATION REPORT FOR THE RELEASE OF SUBSIDY TOWARDS CONSTRUCTION OF CEMENT DRYING YARDS DURING THE YEAR _____</b>	
1. Name & Designation of the Investigation Officer	
2. Date of Visit	
3. Measurement of Drying yards	Length: _____ Breadth: _____ Total Sq.ft.: _____

**Recommendation of Investigating Officer and Officer in charge of the Office**

Recommended for release of subsidy amount of Rs.....Rupees ..... ..  
... .. only) towards construction of cement Drying  
yards during the year \_\_\_\_\_ measuring \_\_\_\_\_ Sq.ft. and the particulars  
given above are correct.

Place:  
Officer

Date:

Signature of Investigating

Smt./Sri .....S/o/ W/o.....or any of his/her  
family members has not obtained any subsidy/grant in the past for this claim made  
by him /her now.

**Verified the investigation report, documents and found to be in order.  
Grant for release of subsidy.**

Signature & designation  
of the Case Worker

Deputy Director(Extension)  
Coffee Board, Paderu

Place:

Date:



COFFEE BOARD

**Application for Eco-Certification Subsidy under Integrated Coffee Development Project  
during the MTF period – CDP in NTA  
(SHG / GROWER COLLECTIVES)**

1. Name and address of the Growers group with Phone number			
2. Registration No. and Date			
3. Name of the President and address			
4. Total number of members and villages benefitted			
5. Total extent of coffee area of the members (In Ha.)			
6. Planted area details (In Ha.)	Arabica	Robusta	Total
7. Name of the accreditation agency			
8. Certification number			
9. Quantity of Coffee certified(MT)	Arabica	Robusta	Total
10. Details of the Certification cost paid to the accreditation agency (Rs.)	Invoice No & Date	Particulars	Total Amount
11. Details of the Bank Account of the Applicant/s	Name of the Bank / Branch		
	IFSC Code		
	Account No.		

Place:

Date:

Authorized Signatory  
Name:

## DECLARATION

1. I/We .....the president of the ..... group with a total area of .....Ha. from \_\_\_\_\_ No. of villages, hereby solemnly declare that the information provided above is true to the best of my/our knowledge and is correct.
2. We further declare that the total area under coffee owned by the members of the group does not exceed the area indicated in the application.
3. Our Group decided to take up Eco certification in .....Ha. which belongs to the members of the Group with ----- Ha. of Arabica and \_\_\_\_\_ Ha. of Robusta and obtained the same.
4. We have read and understood the eligibility norms, terms and conditions governing the grant of subsidy for the Eco certification under the Integrated Coffee Development Project during MTF period and abide by the same.
5. We are liable for all civil / criminal consequences that may arise if our claim is found false at a later date.

Place:  
Date :

Signature of the Applicant/s  
Name/s

### List of Documents enclosed:

1. Application cum claim statement and Self Declaration duly filled-in and signed by the authorized signatory in the prescribed format (In Duplicate).
2. Copy of the registration certificate under the relevant law of the respective state
3. Copy of byelaws, list of directors, and grower members
4. Proof of land ownership under coffee in respect of all the members of the SHG/Growers collectives
5. Copy of the resolution passed by the General body in connection with the implementation of the project and availing the subsidy. Attested copy of the Certificate issued by the agency
6. Original invoice / bill towards the fee paid towards certification
7. Copy of the bank pass book of SHG/ grower collectives.