

FINANCIAL ASSISTANCE SCHEMES/COMPONENTS/ SUB-COMPONENTS FROM VARIOUS GOVERNMENT AGENCIES OF CENTRAL GOVERNMENT APPLICABLE FOR AVAILMENT TO RICE EXPORTERS

ORGANIZATION: THE AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY (APEDA)

SCHEME/ Component	Sub-component	Scope	Pattern of Assistance
1. Development of Export Infrastructure/ 1. Assistance For The Establishment Of Processing And Supply Chain Infrastructure	(d) Food processing facilities for addressing missing gaps required for enhancing productivity/ efficiency or quality for value added products which may include facilities like x-ray, Screening equipment, Sortex, metal detector, sensors , vibrators or any new technology or equipment for food safety and quality requirements.	Enhancing productivity, efficiency, and quality for value added products.	The assistance shall be up to 40% of the total cost subject to a ceiling of Rs. 200 lakhs Assistance within the upper ceiling is available during the five-year plan period
	(e) Up-gradation of facilities mentioned at (d) above	Up-gradation and modernization of existing facilities of exporters to enhance the competitiveness	The assistance will be up to 40% of the total cost subject to a ceiling of Rs. 200 lakhs per beneficiary per location

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		<p>Requisite:</p> <p>i) Up-gradation of facilities will include the up-gradation of machineries/ automation of existing facilities as mentioned</p> <p>ii. The unit must have Food Safety Management System in place such as HACCP / ISO 22000/FSSC 22000/BRC/ISO-14001, GAP, ISO9001</p> <p>iv. Only equipment and machinery are eligible</p>	<p>The assistance will be up to 40% of the total cost subject to a ceiling of Rs. 200 lakhs per beneficiary per location</p> <p>NOTE: Maximum assistance that can be provided to each beneficiary per geographical location for all the activities covered under this sub-component shall not exceed Rs. 200 lakhs with the stipulation that maximum assistance that can be availed under this sub component shall not exceed Rs. 500 lakhs per beneficiary during the five year plan period (2021-26)</p>
<p>2. QUALITY DEVELOPMENT</p> <p>Implementation And Certification Of Quality And Food Safety Management Systems, Standardization, Harmonization With International Standards For Adoption Of Global Standards, Handheld Devices For Capturing Farm Level Peripheral Coordinates For Traceability Systems</p>	<p>(a) Implementation And Certification Of Quality And Food Safety Management Systems, Standardization, Harmonization With International Standards For Adoption Of Global Standards, Handheld Devices For Capturing Farm Level Peripheral Coordinates For Traceability Systems</p>	<p>Adherence to Food safety compliance</p> <p>Requisites: Assistance for implementation and certification of Food Safety Management System (including certification renewal) for food safety management system such as HACCP, ISO-22000/FSSC-22000, BRC, ISO-14001, GAP , in house</p>	<p>The assistance will be up to 50% of the total cost subject to a ceiling of Rs. 5 lakh per certification.</p> <p>The assistance will also be applicable for renewal of certification</p>

SCHEME/ Component	Sub-component	Scope	Pattern of Assistance
		<p>quality control lab equipment would be admissible to manufacturer exporters only.</p> <p>ISO-9001 can be availed both by manufacturer and merchant exporters.</p> <p>b. Application shall be submitted for each of the above systems separately since assistance is applicable individually for each system.</p>	
3. STRENGTHENING OF TECHNICAL AND MANAGERIAL SKILLS	(a) Training and Study Tours in India and abroad.	Capacity building, development of stakeholder,	The assistance will be up to 50% of the travel cost and training fee subject to maximum of Rs. 3 lakh per participant per year. Will be restricted to one participant per organization.
4. LABORATORY FOR EXPORT TESTING AND IN-HOUSE LAB EQUIPMENT	(b) APEDA registered exporters for in-house lab equipment	To ensure in-house quality	The assistance will be up to 50% of the cost subject to maximum of Rs.50 lakhs

How to file application with APEDA	APEDA procedure for approval
<p>Common Guideline:</p> <ul style="list-style-type: none"> ➤ The Application has to be filled online for which exporter has to access through his /her id and password. This is a mandatory requirement. ➤ Upon filling online application exporter will get an iTrack number which should be quoted in every correspondence with APEDA regarding a particular application. ➤ The date of filling online application shall be considered as a date of receipt of application. ➤ It is mandatory to immediately sent to APEDA along with all necessary document, within 30 days, without which no action will be taken by APEDA on the electronic application. ➤ The documents to be submitted with application include valid RCMC, FSSAI Licence, other statutory licences from regulatory authorities such as PCB, DIC etc. ➤ Exporter must ensure that no payment to any vendor should be made before the date lodging the online application else any such payment will be disallowed. 	<ul style="list-style-type: none"> ➤ The proposals would first be evaluated by an oversight committee to ensure equitable distribution of assistance both geographically and in terms of product line the committee will meet every month. ➤ APEDA will apprise the projects financially and technical. ➤ APEDA may carry out pre-inspection of any proposal if deemed necessary ➤ The proposals cleared by Oversight Committee will be granted In Principle Approval (IPA) ➤ The IPA will initially be valid for six months and will specify the documents to be submitted while filing claims

How to file application with APEDA	Procedure for filing claims by exporters
<ul style="list-style-type: none"> ➤ For organic products the unit should have scope for processing under the National Programme for Organic Production (NPOP). ➤ APEDA shall charge 5% + GST as applicable on the total amount of eligible financial assistance would be released to the exporter ➤ In Principle Approval (IPA) is mandatory for availing financial assistance from APEDA. ➤ Quotations from three vendors/suppliers (Original Equipment Manufacturers) have to be obtained for equipment (Infrastructure/lab equipment etc). ➤ Exporter may choose any vendor based on quality requirement but APEDA will reimburse only on the basis of the lowest quotation. ➤ A comparative statement of the three quotations should be prepared and filed with the application ➤ The quotations should have clear mention of Address of vendor, GSTIN, TIN and PAN, product description with detailed specification and cost of each equipment/machine, date and validity of the quotation ➤ Technical brochure/pamphlet with description of utility of the equipment must be clearly spelt out. ➤ Exporter has to submit a declaration that financial assistance for the same project has not been availed from any other state/central agency. 	<ul style="list-style-type: none"> ➤ The exporter has to ensure that the claim is filed within the original or extended validity period of IPA and in full consonance with the stipulated requirements mentioned in the IPA. ➤ The claim documents include <ul style="list-style-type: none"> i) Self-certified copy of IPA letter ii) A Chartered Accountant Certificate in the prescribed format (ANNEXURE-1) iii) Self-certified copy of Bank Statement highlights debit entries of payments made to the vendor/vendors iv) As far as possible large cash payments should be avoided. v) However, if cash payments are made, they should be in consonance with Income Tax Rules of the Government of India which do not permit cash payment of over Rs 10,000/-. For such payments proper stamped receipt should also be sought from the concerned vendors. vi) An indemnity Bond on Rs 100/- Non-Judicial Stamped (ANNEXURE-2) should be submitted in the prescribed proforma which should also be duly notarized with date on each page. The bond also needs to be self-certified.

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| <ul style="list-style-type: none"> ➤ In case for some genuine reason extension of validity of IPA is needed exporter must file request in writing before expiry of the original validity. Such request will be considered on merit on case-to-case basis by APEDA ➤ Reimbursement of assistance is back ended which means that first exporter has to complete the job from his own funds; then post filing of claim reimbursement will be made by APEDA. ➤ Exporter shall file export returns quarterly. from the assisted unit, even if export may be nil. ➤ If an exporter has more than one manufacturing unit at physically segregated locations, assistance is applicable to all such unit separately subject to that the each such unit must be incorporated in IEC and APEDA RCMC ➤ For FSMS the format o Fee structure should be submitted in the format given at ANNEXURE-5 | <ul style="list-style-type: none"> vii) On all purchased capital equipment/laboratory equipment, APEDA Logo along with words” Assisted by APEDA” should be got painted, viii) Installation certificate from Chartered Engineer should be sought for Capital equipment. ix) For imported equipment proper import documents like Bill of entry etc should also be furnished in self-certified manner. x) For laboratory equipment bio data of Technician should also be provided. xi) For Assistance for FSMS Audit Surveillance in prescribed format should also be submitted. (ANNEXURE-3) xii) A self-certified copy of Bank statement showing debit entries towards payment made to vendors should be submitted xiii) A comparative Statement of quotations in the prescribed format (Annexure-4) should be submitted xiv) For Training/Study Tours ,a certificate from the concerned institute regarding completion of the training along with the fee paid for the training cost shall be submitted after completion of the training. xv) For organic products exporter must submit valid Scope Certificate issued by an Accredited Certification Body under NPOP |
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POST CLAIM FILING BY EXORTER – MECHANISM FOR REIMBURSEMENT BY APEDA

- APEDA will scrutinize the documents of claim submitted by exporter in regard to the procedure laid down above
- In case of discrepancies noticed, the same will be communicated to the concerned exporter
- It is obligatory upon exporter to respond to such queries with all information quickly
- Final complete documents of claim will then be processed by APEDA for approval
- APEDA will then organize a physical verification visit for which due notice shall be communicated to the concerned exporter.
- After the visiting officer submits his physical verification report on file, the same will be forwarded for approval of clearance by Budget & Finance Division of APEDA after audit clearance
- Once all the above formalities are successfully completed, the reimbursement of the eligible assistance amount after deduction of 5% + GST as processing fee will be credited to the account of the exporter.

EXPORTERS MUST FURNISH IN THE CLAIM DOCUMENT DETAILS OF BANK ACCOUNT ALONG WITH A CANCELLED CHEQUE:

NAME OF BENEFICIARY :

Account No :

Bank Name and Branch :

IFSC Code :

PLEASE ALSO FURNISH A SELF CERTIFIED COPY OF ADHAR NUMBER ALONG WITH THE CLAIM DOCUMENT

(PROFORMA OF CHARTERED ACCOUNTANT CERTIFICATE ON THE LETTERHEAD OF C.A.)

Certified that an expenditure of Rs.....(Rupees.....only) has been incurred by M/s.....(Exporter company name) during the periodto.....(from Date of IPA till the date of last payment as per bank statement) towards(name of project) .

Following are the payment particulars:

Bill No.....dated.....(claimed by the agency through which the project was executed)

Cheque No./UTR NO. of RTGS/NEFT	Cheque Date	Name of the party/Vendor	Payment towards Invoice NO and date	Date of clearance of the cheque	TDS deducted and Deposited (Rs)	Net Amount paid (Rs)

Date:

Signature of Chartered Accountant

Along with USDIN & Seal

INDEMNITY BOND ON RS 100/- NON JUDICIAL STAMPER PAPER FOR ASSISTANCE FOR GENERATION OF ASSETS

	BOND made thisday ofTwo thousand Twenty three in favour of Agricultural and Processed Food Products Export Development Authority, an Authority established by an Act of Parliament , the Agricultural and Processed Food Products Export Development Authority Act, 1985 having its office at 3 rd floor, NCUI Building 3, Siri Institutional Area, august Kranti Marg (Opp,. Asiad Village), New Delhi – 110016 (hereinafter referred to as ‘APEDA’ which expression shall, unless repugnant to the context, include its successors and assigns) of the One Part
INDIVIDUAL	By
	Shri.....son of Shri.....Resident of(hereinafter called "the Beneficiary" which expression shall, unless repugnant to the context, include his/her, legal representatives, executors, administrators, successors and assigns.
SOLE PROPRIETOR	Shri.....Sole Proprietor of M/s.....having place of business at.....(HEREINAFTER CALLED THE Beneficiary, which expression shall, unless repugnant to the context, include his/her , legal representatives, executors, administrators, successors and assigns.
PARTNESHIP FIRM	M/s....., a Partnership firm duly registered under the Indian Partnership Act, 1932 having its place of business atthrough its registered Partner Shri/Smt.....(hereinafter called the Beneficiary, which expression shall, unless repugnant to the context, include all the Partners of the Firm and their heirs, legal representatives, executors, administrators and assigns)
COMPANY	M/s , a company registered under the Companies Act , 1956 having its registered office at

	<p>.....(hereinafter called ‘The Beneficiary’ which expression shall, unless repugnant to the context, include its successors and assigns of the Other Part.</p>
	<p>AND WHEREAS the Beneficiary has registered himself/itself for availing the benefits under the scheme as per the relevant norms, conditions and eligibility criteria therefor.</p> <p>AND WHEREAS APEDA announced a project to provide financial assistance for(specify the nature of assistance/activity mentioned Scheme/Component and Sub-component)</p> <p>AND WHEREAS the Beneficiary has implemented the project and in the process generated the assets, namely.....(describe the items purchased/imported) (the assets so generated shall hereinafter be called the assets)</p> <p>AND WHEREAS the Beneficiary has incurred expenditure on the project under the Scheme towards procurement of the assets, and further submitted a report on the activities proposed to be undertaken, the aims and objects and the benefits expected to accrue therefrom, with the procurement/generation of the Assets; with proof of incurring of expenditure to the tune of Rs.....(Rupees.....only) (Here the exporter has to fill the total expenditure incurred on execution of the project as per the CA Certificate)</p> <p>AND WHEREAS in terms of the Scheme, APEDA has agreed to subsidize the expenditure incurred by the Beneficiary as per the In-Principle Approval (IPA) letter issued by APEDA in this regard) subject to the Beneficiary executing necessary bond valid for a period of three years assuring and ensuring proper implementation of the Scheme and effective utilisation of the assets.</p>

	<p>NOW, THEREFORE, THIS BOND WITNESSETH AS FOLLOWS:</p> <p>In consideration of reimbursement by APEDA of expenditure incurred under the Scheme and in generating the assets of Rs.....(Rupeesonly) (Here the export has to fill the sanctioned amount of financial assistance as per the IPA letter issued by APEDA in this regard) the Beneficiary shall and both hereby agree and undertake to be bound by the terms of this bond hereinafter appearing.</p>
<p>1.</p> <p>EFFECTIVE UTILIZATION</p> <p>GOOD WORKG CONDITION</p> <p>STATEMENT OF ACCONT AND PERFORMANCE</p> <p>ACKNOWLEDGEMENT OF ASSISTANCE</p> <p>COMPLIANCE OF FURTHER TERMS</p> <p>NOT TO PUT TO COMMERCIAL USE</p>	<p>It is the term of this bond that:</p> <ol style="list-style-type: none"> 1. The Beneficiary shall make effective utilization of the assets only for the purpose of visualized, specified and understood under the Scheme. 2. The Beneficiary shall maintain the assets in good working condition at all times at the given address of the Beneficiary 3. The Beneficiary shall furnish to APEDA such Statement of Account and of performance, or any other information called for by APEDA from time to time. 4. The Beneficiary shall ensure that every report or asset produced under the Scheme shall acknowledge that the same was produced with the financial assistance off APEDA 5. The Beneficiary shall comply with any term or condition that may be imposed from time to time by APEDA to ensure to achieve the objectives of the Scheme and on such condition, being imposed on the Beneficiary by notice in writing, the same be binding on the Beneficiary. 6. The Beneficiary shall not put the assets to commercial use or to a purpose other than he one under and for the implementation and promotion of the Scheme

NOT TO SELL ETC	7. The Beneficiary shall not sell or transfer or alienate or otherwise part with the possession in whole or part of the assets.
NOT TO VIOLATE TERMS	8. The Beneficiary shall not violate any of the terms of this bond on the Scheme during a period of three years from the date of execution of the bond ; and
INSPECTION	9. The Beneficiary shall allow the representative of APEDA to inspect the assets and the place of operation of the Beneficiary from time to time, and the Beneficiary shall allow such inspection without any hindrance whatsoever.
2.	In case of breach of any of the terms of this bond, or the terms that may be imposed by APEDA from time to time as aforesaid and/or the terms of the Scheme, the decision in this regard of the Chairman of APEDA shall be at liberty to recover the full amount of reimbursement together with interest thereon @12% per annum and shall be at liberty to take any civil and Penal actions as may be advised including cancellation of the Registration-cum-Allocation-Certificate of the Beneficiary with APEDA, blacklisting of the Beneficiary as an exporter by public notice or otherwise, and to informing the same to the Financial Institutions , Banks and the Director General of Foreign Trade.
3.	If any dispute or difference arises between APEDA and the Beneficiary in connection with , arising out of or touching the terms of the Bond, and / or the Scheme or in relation to the interpretation of the terms thereof, the same shall be referred to the Sole Arbitration of the Chairman of APEDA or at his discretion , to an officer appointed by him and the decision of the Sole Arbitrator shall be final and binding on APEDA and the Beneficiary . The provisions of Arbitration Act 1940 shall be applicable to such Arbitration; and the jurisdiction shall be New Delhi.
	Subject to Clause 3 above, the jurisdiction to deal with the disputes, claims and rights of the parties, has agreed to be confined to the Courts in Delhi only and no other Court shall have jurisdiction to entertain the same.

In WITNESS WHEREOF the Beneficiary has executed this bond in NEW DELHI on the day, month and year first above written

SIGNED , SEALED AND EXECUTED

By the above described

M/s.....

Through
In the presence of

WITNESS

1. Name :	Signature of the Witness
Address :	
2. Name :	Signature of the Witness
Address :	

FORMAT OF UNDERTAKING FOR SURVEILLANCE (FOR ASSISTACE FOR FSMS)

M/s(Name of the Exporter).....
.....(Address of the exporter) dealing in export of
.....(products for which certification has been granted) shall undertake surveillance conforming to certification procedures for the full period of validity of the certificate as mentioned in the certificate or for three years. The periodicity of the surveillance would be as per the scope of the certification programme. We also agree to furnish the surveillance reports, non-conformities and compliances thereof on completion of the surveillance to APEDA. In case the surveillance is not undertaken by us (the exporter) our registration with APEDA may be cancelled along with recovering financial assistance provided by APEDA.

Place :

Authorized Signatory

Date :

Name of the Exporter

FORMAT FORM FEE STRUCTURE FOR HACCP/ISSO AND FOOD SAFETY MANAGEMENT SYSTEM IMPLEMENTATION

i) TENTATIVE FEE STRUCTURE TO BE PROVIDED TO EXPORTERS FOR HACCP/FSMS/ISO IMPLEMENTATION BY IMPLEMENTATION AGENCY .

	COST – INR
A. ESTABLISHING AND ASSEMBLING IN-HOUSE TEAM	
Describing product Identifying intended use Establishing flow diagrams Confirming flow diagram Establishing GMPs, GHPs and sanitations Listing potential hazards, conducting hazard analysis and any measures to control Determining Critical Control Points (CCPs) Establishing Critical Limits for each CCP Establishing monitoring system for CCPs Establishing corrective actions Establishing verification procedures Establishing documentation and record keeping Preparation of SOPs	
B. AWARENESS TRAINING	
C. TENTATIVE TRAVEL AND HOSPITALITY EXPENSES (NOT MORE THAN 25% OF IMPLEMENTATION COST)	
D. TAXES	
GRAND TOTAL	

DATE:

AUTHORIZED SIGNATORY

PLACE:

NAME & DESIGNATION

ii) TENTATIVE FEE STRUCTURE TO BE PROVIDED TO EXPORTERS FOR HACCP/FVSMS/ISO CERTIFICATION BY CERTIFICATION AGENCY

	COST – INR
A. Registration fee Audit fee Accredited Certification fee	
B. Tentative travel and hospitality expenses (not more than 25% of certification cost)	
C. Cost of periodic surveillance for three years with periodicity	
D. Taxes	
Grand total	

DATE:

PLACE:

AUTHORIZED SIGNATORY

NAME & DESIGNATION