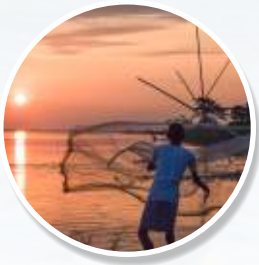


PRADHAN MANTRI MATSYA KISAN SAMRIDHI SAH-YOJANA (PM-MKSSY)

[A Central Sector Sub-scheme under the
Pradhan Mantri Matsya Sampada Yojana (PMMSY)]

OPERATIONAL GUIDELINES

Department of Fisheries
Ministry of Fisheries, Animal Husbandry and Dairying
Government of India



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ABBREVIATIONS

AA	Administrative Approval
AAP	Annual Action Plan
AFD	Agence Française de Développement
AISHA	All India Shrimp Hatcheries Association
ASCI	Agriculture Skill Council of India
ATMA	Agricultural Technology Management Agency
BCs	Business Correspondents
BIRD	Bankers' Institute for Rural Development
BOBP-IGO	Bay of Bengal Programme Inter-Governmental Organization
CAC	Central Apex Committee
CAG	Comptroller and Auditor General of India
CBBO	Cluster Based Business Organisations
CCCs	Certified Credit Counsellors
CCRF	Code of Conduct for Responsible Fisheries
CE	Citizens' Engagement
CIFE	Central Institute of Fisheries Education
CMIE	Centre for Monitoring Indian Economy
CoU	Consortium of University
COVID-19	"2019 Novel Coronavirus" Disease
CPF	Country Partnership Framework
CQ	Consultants' Qualification
CRI	Corporate Results Indicator
CS	Central Sector
CSCs	Common Service Centres
CSE	Centre for Science and Environment
CSS	Centrally Sponsored Component
DA	Daily Allowance
DAHD	Department of Animal Husbandry and Dairying
DBT	Direct Benefit Transfer
DEA	Department of Economic Affairs
DFS	Department of Financial Services
DLC	District Level Committee
DoE	Department of Expenditure
DoF	Department of Fisheries
DoFS	Department of Forest Services
DPO	Development Policy Operation
DPR	Detailed Project Report
DSC	Digital Signature Certificates
EEl	Education Extension Institutes

ABBREVIATIONS

EFA	Economic and Financial Analysis
EFC	Expenditure Finance Committee
EIAs	End Implementing Agencies
EIRR	Economic Internal Rate of Return
EoI	Expression of Interest
ESA	Environmental and Social Assessment
ESCP	Environment and Social Commitment Plan
ESHS	Environment, Social, Health and Safety
ESIA	Environmental and Social Impact Assessment
ESMP	Environmental and Social Management Plan
ESPs	Extension Service Providers
ESRS	Environmental and Social Review Summary
ESSs	Environment and Social Standards
FA	Financial Analysis
FAO	Food and Agriculture Organization
FFPO	Fish Farmer Producer Organisation
FGA	Full Grant Application
FICSI	Food Industry Capacity & Skill Initiative
FIDF	Fisheries and Aquaculture Infrastructure Fund
FIFI	Federation of Indian Fisheries Industries
FISHCOPFED	National Federation of Fishers Cooperatives Ltd
FM	Financial Management
FMM	Financial Management Manual
FPO	Farmers Producer Organization
FTC	Farmers Training Centres
GA	Grant Agreement
GAC	Grant Approval Committee
GAP	Good Aquaculture Practices
GBV	Gender-Based Violence
GC	Grant Committee
GDP	Gross Domestic Product
GFP	Good Fisheries Practices
GFRs	General Financial Rules, 2017 (of the Government of India)
GHG	Greenhouse gas
GHP	Good Hygienic Practices
GMP	Good Management Practice
GoI	Government of India
GPNs	Good Practices Notes
GRS	Grievance Redress Service

ABBREVIATIONS

GSC	Grant-Sub Committee
GSDP	Gross State Domestic Product
Ha	Hectare
HACCP	Hazard Analysis and Critical Control Points
IBRD	International Bank for Reconstruction and Development
ICAR	Indian Council of Agricultural Research
ICT	Information and Communication Technology
IFA	Indian Fisheries Association
IFD	Internal Finance Department, Ministry of Fisheries, Animal Husbandry and Dairying
IMC	Indian Major Carps
IMF	International Monetary Fund
IMPS	Immediate Payment Service
IMTA	Integrated Multi-Trophic Aquaculture
IOC	Incremental Operating Cost
IPR	Intellectual Property Rights
IUU	Illegal, Unreported, and Unregulated
JRF	Junior Research Fellow
KCC	Kisan Credit Card
KPI	Key performance indicators
KVK	Krishi Vigyan Kendra
LINAC	Laxman Rao Inamdar National Academy for Co-operative Research and Development
LLPs	Limited Liability Partnerships
LTROs	Long-Term Repo Operations
M&E	Monitoring and Evaluation
MA	Market Aggregators
MANAGE	National Institute of Agricultural Extension Management
MGNREGA	Mahatma Gandhi National Rural Employment Guarantee Act
MIS	Management Information System
MoAFW	Ministry of Agriculture and Farmers' Welfare
MoFAH&D	Ministry of Fisheries, Animal Husbandry and Dairying
MoFPI	Ministry of Food Processing Industries
MoRD	Ministry of Rural Development
MoU	Memorandum of understanding
MPEDA	Marine Products Export Development Authority
MSKs	Matsya Seva Kendra
MSMEs	Micro, small and medium enterprises
MTR	Midterm review
MUDRA- Shishu	Credit support available for the smallest enterprises under MUDRA
NABARD	National Bank for Agriculture and Rural Development

ABBREVIATIONS

NABCONS	NABARD Consultancy Services
NAFED	National Agricultural Cooperative Marketing Federation of India Ltd
NAHC	National Automated Clearing House
NCCT	National Council for Cooperative Training
NCDC	National Cooperative Development Corporation
NERAMAC	Northeastern Regional Agricultural Marketing Corporation
NFDB	National Fisheries Development Board
NFDP	National Fisheries Digital Platform
NFF	National Fishworkers' Forum
NITI Aayog	National Institution for Transforming India Aayog
NPC	National Productivity Council of India
NPV	Net Present Value
NSDA	National Skill Development Agency
OTP	One Time Password
PCM	Private Capital Mobilisation
PDO	Project Development Objective
PGA	Preliminary Grant Application
PGMC	Performance Grants Management Consultant
PIP	Project Implementation Plan
PMEGP	Prime Minister's Employment Generation Program
PMGKY	Pradhan Mantri Garib Kalyan Yojana
PM-MKSSY	Pradhan Mantri Matsya Kisan Samridhi Sah-Yojana
PMMSY	Pradhan Mantri Matsya Sampada Yojana
PMU	Project Management Unit
PPSD	Project Procurement Strategy for Development
RAS	Re-circulatory Aquaculture System
RCBs	Rural Cooperative Banks
RSETI	Rural Self-Employment Training Centre
SAMETI	State Agricultural Management and Extension Training Institute
SAU	State Agriculture Universities
SC	Scheduled Castes
SCP	Self-Contained Proposal
SEAI	Seafood Exporters Association of India
SEP	Stakeholder Engagement Plan
SFAC	Small Farmers' Agribusiness Consortium Scheme
SHGs	Self Help Groups
SIFFS	South Indian Federation of Fishermen Societies
SOPs	Standard Operating Procedure
SORT	Systematic Operations Risk-Rating Tool

Definition

- 1. Formalization:** The process of bringing informal fisheries and aquaculture economic activities into the formal economy by providing work-based identity to individuals/organizations through registration in National Fisheries Digital Platform (NFDP)
- 2. Work-Based Identity:** A unique registration number assigned to individuals/organizations based on activities undertaken by them in fisheries and aquaculture sector, enabling formal recognition of their activities/roles in the sector.
- 3. Institutional Credit:** Financial services offered by commercial banks, regional rural banks, and cooperatives etc.
- 4. National Fisheries Digital Platform (NFDP):** A digital platform designed to register individuals/organizations/other stakeholders involved in fisheries and aquaculture sector and provide a range of fisheries-related services and benefits of government schemes.
- 5. Certified Credit Counsellor (CCC):** CCC is a certified MSME advisor to facilitate access to institutional credit to the beneficiaries.
- 6. Business Correspondent (BC) :**BC is an extended arm of the Bank Branch who provides financial and banking services to the customers in unbanked and underbanked areas.
- 7. Good Aquaculture Practices (GAP):** A set of standards and guidelines for responsible and sustainable aquaculture production, including aspects of environmental management, animal health, and food safety.
- 8. Insured:** An entity/individual whose loss is covered by the Insurance company under a specific insurance policy.

- 9. Sum insured:** Sum insured is the amount of money that an insurance company is obligated to cover due to occurrence of the risk covered under terms & conditions of insurance policy purchased.
- 10. Insurance premium:** Insurance premium is the money to be paid by the applicant in lieu of the risk cover to be received upon purchase of insurance. It may depend on the culture cycle, species cultured, crop-duration etc. and is usually a percentage of sum insured.
- 11. Performance Grants:** A performance grant is a financial incentive provided under the “Component 2” and “Component 3” of the Sub scheme to encourage eligible beneficiaries for specific outcomes or achievements based on predefined criteria.
- 12. Baselines Data:** Baseline data refers to a set of measurements or information collected at the beginning of a project, study, or intervention. It shall serve as a starting point for comparison and helps assess the impact or change caused by the implemented initiative.
- 13. Safe Fish:** For the purpose of this Sub-scheme, “safe fish” means the fish and fishery product that is either free from identified food borne pathogens, adulterants, heavy metals, veterinary drugs including antibiotics, etc. or having their residues within the maximum permissible limits to be prescribed.
- 14. Traceability:** The ability to track the movement of fish and fishery products through production, processing, and distribution

Chapter-1

Overview of the Guidelines



1. Introduction

- 1.1 Fisheries in India is an important source of food, nutrition, employment, income, and foreign exchange earnings. The sector provides livelihood, employment and entrepreneurship to more than 2.8 crore fishers and fish farmers at the primary level and several lakhs along the value chain. In recent years, the sector has shown an impressive growth with an average annual growth rate of 8.61%. Globally, India ranks 2nd in fish and aquaculture production. India contributes 8% share to global fish production.
- 1.2 The fish production in the country rose from 07.52 lakh tonne in 1950-51 to an all-time record of 175.45 lakh tonne in 2022-23. Fish being an affordable and rich source of animal protein and omega 3-fatty acids is one of the healthiest options to mitigate hunger and malnutrition. India's marine products export stood at 13.93 lakh metric tonnes and valued at a record ₹ 63,969.14 crore during FY 2022-23. The rapid growth of aquaculture, especially shrimp sector during last one decade is one of the finest examples of contribution of private sector around the fulcrum of robust governmental policies and programmes.
- 1.3 Recognizing the importance of fisheries in the national economy and for focused and holistic development of the sector with socio-economic wellbeing of fishers, fish farmers and fish workers, Gol implemented a Centrally sponsored scheme on Blue Revolution for Integrated Development and Management of Fisheries from 2015-16 to 2019-20 at an outlay of ₹ 3,000 crore. With its multi-dimensional activities, the Blue Revolution Scheme focused mainly on increasing production and productivity from aquaculture and fisheries resources, both inland and marine.
- 1.4 In order to address the infrastructure requirement for fisheries and aquaculture sector, Gol created a dedicated Fisheries and Aquaculture Infrastructure Development Fund (FIDF) during FY 2018-19 with a total fund size of ₹ 7,522.48 crore. The Government has extended this scheme till 31st March 2026 for further intensified development of fisheries infrastructure.

- 1.5 To consolidate the achievements of Blue Revolution scheme and further recognizing the potential of fisheries sector to contribute to the national economy, Gol approved the Pradhan Mantri Matsya Sampada Yojana (PMMSY) as a part of Athmanirbhar Bharat Package in May 2020 at a total estimated investment of ₹ 20,050 crore. PMMSY is being implemented in all the States and Union Territories for a period of five (5) years from FY 2020-21 to FY 2024-25. The interventions under this scheme aim for enhancing production and productivity with infusion and adoption of technology supported by creation and strengthening of fisheries infrastructure.
- 1.6 The demand for fish has been ever increasing due to population growth and change in food habits. In order to meet the domestic and global fish demand, ensure sustainable food and nutritional security, higher returns to fishers, fish farmers and other stakeholders, double fisheries exports, the Government has also been encouraging private investments in fisheries value chains. In the recent years, the fisheries and aquaculture sector has witnessed gradual growth of entrepreneurship through increase in investment by the entrepreneurs including educated youth in fisheries and aquaculture sector.
- 1.7 However, the fisheries sector has certain fundamental weaknesses which were exposed during COVID-19 pandemic. These weaknesses include informal and fragmented nature of the sector, absence of investible surpluses with stakeholders, sub-optimal access to institutional finance, fragmented value chains and low value chain efficiencies, skewed distribution of domestic markets, issues of safety and quality assurance in fish and fishery products, and vulnerability to climate change and disasters. These weaknesses need to be addressed so as to enable the sector to realise its full potential and to be able to withstand such shocks in future.
- 1.8 For addressing this weakness, the Gol approved in February 2024 Pradhan Mantri Matsya Kisan Samridhi Sah-Yojana (PM-MKSSY), as a Central Sector Sub-scheme under the ongoing PMMSY for a period of four years from FY 2023-24 to FY 2026-27. The estimated outlay of PM-MKSSY is ₹6,000 crore

with ₹3,000 crore coming from the GoI (₹1,125 crore loan from the World Bank, ₹375 crore loan from the AFD and ₹1,500 crore as counterpart funding from PMMSY) and the remaining ₹3,000 crore is expected to come in form of investment from the beneficiaries/private sector.

2. Pradhan Mantri Matsya Kisan Samridhi Sah-Yojana (PM-MKSSY)

2.1 Pradhan Mantri Matsya Kisan Samridhi Sah-Yojana (PM-MKSSY) is being implemented as the Central Sector Sub-Scheme under the ongoing PMMSY for a period of four years from FY 2023-24 to FY 2026-27 in all the States and Union Territories.

2.2 The broad aims and objectives of the sub-scheme are: -

- I. Gradual formalization of the unorganized fisheries sector including creation of work based digital identities of fish workers for improved service delivery.
- II. Facilitating greater access to institutional finance including working capital in order to enable the fish farmers, fishers and micro and small enterprises to reduce their cost of capital and to expand their operations.
- III. Providing one-time incentive to those fish farmers willing to buy aquaculture insurance.
- IV. Incentivizing fisheries and aquaculture microenterprises to improve value-chain efficiencies and to create and maintain jobs through performance grants.
- V. Incentivizing micro and small enterprises in the fisheries sector to establish supply chains of safe fish and fishery products including creation and maintenance of jobs through performance grants.
- VI. Integration and consolidation of fisheries value chains.

2.3 The Measurable Outputs/Outcomes targeted at the end of scheme duration are given below:

- I. 20,00,000 fisheries sector microenterprises registered with National Fisheries Sector Digital Platform.

- II. 640,000 fisheries sector microenterprises supported to access working capital.
- III. 1,00,000 hectares of area of aquaculture especially shrimp covered under Insurance Products.
- IV. 5500 fisheries cooperatives supported and strengthened to function as effective FFPOs.
- V. 1,700 cluster and product-specific business plans for fisheries sector value-chains for achieving improved efficiency.
- VI. 400,000 tons of safe fish products supplied by the identified vendors/ micro and small enterprises to consumers.
- VII. 80,000 jobs (including 35,000 for women) created in micro and small enterprises who will be supported to adopt safety and quality assurance systems and processes.
- VIII. 90,000 jobs (including 40,000 for women) created in the microenterprises who will be supported for improved value chain efficiency.
- IX. Continued employment and increased income potential for 540,000 persons including women.
- X. ₹3,200 crore of working capital accessed by the fisheries sector microenterprises under priority sector lending over the lifetime of project interventions.
- XI. ₹7,800 crore brought in as private sector investment into the fisheries Sector by MSMEs, Cooperatives, FFPOs and entrepreneurs in the process of improving value chain efficiency over the lifetime of project interventions.
- XII. ₹4,900 crore of private sector investment brought into the fisheries sector by micro and small enterprises to set up safe and quality fish and fishery products delivery systems over the lifetime of project interventions.
- XIII. 8 million tons of carbon dioxide equivalent reduction in net greenhouse gas (GHG) emissions over the lifetime of project interventions.

3. Components of PM-MKSSY

The Sub-scheme has the following major components:

3.1. Component 1-A: Formalization of fisheries sector and facilitating access of fisheries microenterprises to Government of India programs for working capital financing.

- 3.1.1. Fisheries in India are predominantly an unorganized sector with no centralized database or work-based identities for fish workers. The informal nature of fisheries sector makes it difficult for government to holistically analyze the economic needs of fish workers and take timely actions during crises and disasters. It also limits access to institutional credit and especially to working capital finance.
- 3.1.2. Hence, the sector needs to be gradually formalized by creation of registry of the fish producers and other supporting actors such as fish workers, vendors and processors including micro and small enterprises working in the sector at the national level. A large segment of fish farmers and fishers do not have access to institutional credit. To improve the situation, PM-MKSSY has the provision to facilitate access to institutional credit through training and extension support, financial literacy, project preparation and documentation etc. Financial support upto ₹ 5,000 is available under this component for successful approval of a bankable loan proposal.
- 3.1.3. This component also includes provision of formalization and strengthening of 5,500 fisheries cooperatives to grow into FFPOs with mentoring, capacity building and need based financial support.
- 3.1.4. A National Fisheries Digital Platform (NFDP) is being created as a part of this Sub-scheme. All the individuals/organizations involved in fisheries and aquaculture will be mobilized to register on it. They will be encouraged to do so through providing financial incentives. Besides registration process, NFDP will serve multiple functions such as credit facilitation, adoption of aquaculture insurance, performance grant, traceability, training and capacity building etc.
- 3.1.5. Details of component 1A are given in Chapters -2, 3 and 4

3.2. Component 1-B: Facilitating adoption of aquaculture insurance.

- 3.2.1. Loss of crops due to weather and climate variations, natural calamities and diseases is widespread in aquaculture and is more pronounced in shrimp cultivation. Lack of insurance cover against these adversities has been a persistent issue and the aquaculture industry has been demanding insurance for a long time. However, fragmented nature of this market, lack of suitable insurance products and effective distribution channels have so far prevented development of a healthy aquaculture insurance market.
- 3.2.2. For addressing these issues, Component 1B envisages facilitating development of appropriate crop insurance products in the market by insurance companies besides adoption of the same by fish farmers through extension activities. Provisions have also been made for one time incentive for one crop cycle on purchase of insurance.
- 3.2.3. Details of component 1B are given in Chapter-5

3.3. Component 2: Supporting microenterprises to improve fisheries sector value chains efficiencies.

- 3.3.1. Micro enterprises in fisheries and aquaculture sector being prone to immediate loss of business, capital erosion and reduction in employment especially for women etc. in case of any disasters like pandemic, natural calamities etc. In order to mitigate these vulnerabilities, provision has been made under Component 2 to incentivize microenterprises to re-engage in production, creation and maintenance of jobs with priority for women and to enhance value chain efficiencies.
- 3.3.2. This component seeks to improve value chain efficiencies in fishery sector by attracting investment and providing performance grant to fisheries and aquaculture micro-enterprises for the investment made besides undertaking associated analytics and awareness campaigns.
- 3.3.3. Details of component 2 are given in Chapter-6

3.4.Component 3: Adoption and expansion of fish and fishery product safety and quality assurance systems:

- 3.4.1. The recent pandemic has increased awareness on healthy and safe food among consumers. Fish being one of the best animal proteins available, there has been an increase in demand for good quality and safe fish and fishery products. This has necessitated inclusion of elements of hygiene and safety standards along the value chain.
- 3.4.2. Accordingly, fisheries and aquaculture micro and small enterprises shall be incentivized to adopt safety and quality assurance systems in marketing of fish and fishery products through provision of performance grants against a set of measurable parameters. This is expected to expand the market for fish and to create and maintain jobs especially for women.
- 3.4.3. Details of component 3 are given in Chapter-6

3.5.Component 4: Project management, monitoring and reporting

- 3.5.1. Monitoring, Reporting and Evaluation are critical elements of project management and significantly contribute to successful implementation and completion of a project or scheme. They provide a comprehensive framework for effective project management and ensure that projects are delivered on time, within budget outlays and to the expected quality standard besides promoting continuous learning and improvement.
- 3.5.2. Effective evaluation mechanisms will enable the assessment of the scheme's impact, identification of areas for improvement, addressing of challenges, optimization of resource allocation, and refinement of strategies for better implementation across India to achieve the Sub-scheme's objectives. Systematic monitoring and reporting will foster transparency, bolster stakeholder confidence, and enhance the overall effectiveness of the initiative.

3.5.3. For successful execution and implementation of PM-MKSSY through effective monitoring, reporting and evaluation, there is a provision for setting up a Project Management Unit (PMU) in DoF, GoI to be headed by Joint Secretary, DoF as Project Director. The Central Apex Committee (CAC) already constituted in DoF for PMMSY will oversee the overall implementation of the Sub-scheme including policy guidance and supervision till the end of the project.

4. Funding Pattern

- 4.1. The Sub-scheme will be implemented as Central Sector Component under PMMSY Scheme with 100% Central Government funding.
- 4.2. The mode of financial benefit transfer under this Sub-scheme to beneficiaries will be through DBT. Under component-1A, financial assistance will be provided to the intended beneficiaries in the form of activity based small grants. The financial assistance to the intended beneficiaries under the component 1B of the Sub-scheme will be provided in form of onetime incentive. Financial assistance under component 2 and component 3 of the Sub-scheme will be provided in form of performance grant against achievement of a set of predetermined benchmarks. Besides, for traceability proposals, funds will be transferred to States/UTs, Central/State agencies, Institutes(Government/Private) etc.

5. Implementing Agencies

- (i) Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying, Government of India.
- (ii) National Fisheries Development Board
- (iii) Any other agency/entity entrusted by the Department of Fisheries, GoI.

6. Targeted Beneficiaries

- 6.1. The proposed Sub-scheme will be implemented in all the States/UTs for the targeted beneficiaries. These include: -
- Fishers, Fish (Aquaculture) Farmers, Fish workers, Fish Vendors or such other person directly engaged in fisheries value chain.

- Micro and Small enterprises in the form of Proprietary Firms, Partnership Firms and Companies registered in India, Societies, Limited Liability Partnerships (LLPs), Cooperatives, Federations, Village Level Organizations like Self Help Groups (SHGs), Fish Farmers Producer Organizations (FFPOs) and Startups engaged in fisheries and aquaculture value chains.
- FFPOs also include Farmers Producer Organizations (FPOs).
- Any other beneficiaries that may be included by the Department of Fisheries, GoI as targeted beneficiaries.

6.2. For the purpose of this Sub-scheme, fisheries and aquaculture micro- and small-enterprises include enterprises that undertake one or more activities along fisheries and aquaculture value chains including aquaculture farms/fishing activities etc. These activities will also include associated ancillary/support services, manufacturing of inputs, value addition, wholesale and retail fish businesses, logistics, marketing and associated activities and services. These fisheries sector micro- and small- enterprises will be defined according to the financial size limit as notified by Government of India under Micro, Small and Medium Enterprises Development Act, 2006 from time to time. Presently, financial size limits for micro- and small- enterprises as notified by the Ministry of Micro, Small and Medium Enterprises, Government of India vide S.O. 1702(E) dated 1st June 2020 are as follow:

- a. a micro enterprise, where the investment in Plant and Machinery or Equipment does not exceed Rs. 1 crore and turnover does not exceed Rs. 5 crores.
- b. a small enterprise, where the investment in Plant and Machinery or Equipment does not exceed Rs. 10 crore and turnover does not exceed Rs. 50 crores.

7. Institutional Arrangements

7.1. Central Apex Committee (CAC)

7.1.1. Existing CAC of PMMSY chaired by Secretary, Department of Fisheries, Government of India will be the Apex Committee for PM-MKSSY as well. In addition to the responsibility of overall implementation of the Sub-scheme including policy guidance and supervision, the roles and responsibilities of Central Apex Committee (CAC) of PMMSY for this Sub-scheme, *inter alia*, will be to:

- a) Approve the Action Plans of the Sub-scheme.
- b) Approve the Operational Guidelines and other modalities for implementation of the Sub-scheme and undertake revisions to the Operational Guidelines/modalities as and when required based on sectoral needs, stakeholder feedback (including that of World Bank and AFD) and for removing difficulties in implementation.
- c) Approve unit costs of the activities under the Sub-scheme wherever required and make necessary revisions as and when required,
- d) Approve the aquaculture crops which will be eligible for payment of incentive for against purchase of crop insurance.
- e) Approve the criteria for eligibility, and selection including, fixing of minimum conditions, if needed for grant of incentive/performance grant.
- f) Approve *inter se* reallocation of physical targets and financial outlays among the activities within a Component and/or among the Components within the framework of the Sub-scheme as approved.
- g) Laid down the roles and responsibilities of PMUs and various Committees like PGMCs, GCs and V&MCs or any other Committees constituted for smooth implementation of the Sub-scheme.
- h) Approve taking up of such need-based activities as may be required within the framework of the Sub-scheme for furtherance of the objective of the Sub-scheme.
- i) Any other proposals submitted by PMU for approval.
- j) Approve the list of fisheries value chain activities supported under the Sub-scheme and to review them from time to time under Component 2 and 3 of the Sub-scheme based on sectoral needs and stakeholders' feedback.

7.1.2. The aforesaid approvals of CAC in the paragraphs 4.1 (b) to (i) in turn will be issued by the Department of Fisheries, GoI with the approval of Minister of Fisheries, Animal Husbandry and Dairying.

7.1.3. DoF may constitute such Committee(s), as may be required, to assist the CAC to perform the tasks entrusted to it.

7.2. Project Management Unit (PMU)

7.2.1. A PMU is constituted for execution, monitoring, supervision and review of the Sub-scheme. The PMU is headed by Joint Secretary of Department of Fisheries, GoI as Project Director and he will be assisted by such other officers designated as Additional Project Directors, along with experts drawn from different fields. The Component 1B will be implemented by NFDB through a separate PMU anchored therein.

7.2.2. The roles and responsibilities of the PMU will *inter alia* include:

- a) The overall implementation of the project under the supervision of CAC
- b) Examination, evaluation, approval and supervision of the Performance Grant Applications either directly or through agencies under it including recommending for disbursement of performance grants.
- c) Drafting of various documents required for implementation of the project.
- d) Supervise and monitor implementation of the Sub-scheme including Component 1B.
- e) Performing any other tasks as may be assigned by the CAC/DoF from time to time.

7.2.3. **PMU at NFDB:** The responsibility of implementing Component 1-B has been delegated to NFDB. Accordingly, NFDB has constituted a PMU for implementation of this subcomponent on a full-time basis. The Chief Executive, NFDB will be the Project Director of this PMU and will be assisted by additional project directors and experts from the field of insurance and procurements etc.

7.2.4. The roles and responsibilities of the PMU at NFDB, *inter alia*, will be:

- a) Drafting of Guidelines/SOPs for smooth implementation of the Component 1B

- b) Examination of the proposals received under Component 1B.
- c) Disbursement of incentive for the insurance including supervision and monitoring
- d) Undertaking any other responsibilities as may be assigned by the CAC/DoF
- e) In case, the execution of the Component 1-B is entrusted to any other entity, such entity will set up the PMU and perform the aforesaid roles and responsibilities. DoF will designate the Project Director of the PMU for this purpose.

7.3. Grant Committee

7.3.1. There will be a Grant Committee in PMU, DoF, GoI headed by the Joint Secretary who is also the Project Director of PMU. The Committee will evaluate and approve all the Grant Application, Grant Agreement/Administrative Approval etc. The composition of Grant Committee will be as follows:

1	Project Director (JS), PMU under DoF, GoI	Chairperson
2	Chief Executive, NFDB	Member
3	Deputy Director General(Fisheries),ICAR	Member
4	Fisheries Development Commissioner	Member
5	Director IFD	Member
6	Director - In charge of the Sub-Scheme	Member
7	Assistant Commissioner (Fisheries), In charge PM-MKSSY	Member-Secretary

7.3.2. The Grant Committee shall be assisted by the Grant Sub-committee for the evaluation and selection the Grant Application, Grant Agreement/Administrative Approval etc.

7.4. Technical Evaluation Committee

7.4.1. For the purpose of considering the proposals for Traceability there will be Technical Evaluation Committee (TEC) in the PMU. The Composition TEC will be as follows:

1	Joint Secretary, Inland Fisheries, DoF, GoI	Co-Chair
2	Joint Secretary, Marine Fisheries, DoF, GoI	Co-Chair
3	DDG, Fisheries ICAR or his representative	Member

4	Fisheries Development Commissioner	Member
5	Directors, Fisheries IT, DoF, Gol	Member
6&7	Experts (Two)	Member
8	IT expert from PMU	Member
9	Director/ Deputy Commissioner in-charge of PM-MKSSY, DoF, Gol	Member Secretary

Any other relevant expert shall be invited to attend TEC meeting as and when required.

7.4.2. Technical Evaluation Committee will be assisted by Grant Sub Committee

7.4.3. Role of Technical Evaluation Committee

- Assess the technical aspects of submitted proposals.
- Determine the feasibility and practicality of the proposed projects.
- Make recommendations to the (CAC) for administrative approval and financial sanction.

7.5. Grant Sub- Committee

There shall be a Grant Sub-committee to assist the GC and TEC under different components of the Sub-scheme. The composition of Grant Sub-Committee will be as follows:

1	Director - In charge of the Sub-Scheme	Convenor
2	Deputy Commissioner (Marine Fisheries), DoF, Gol	Member
3	Deputy Commissioner (Inland Fisheries), DoF, Gol	Member
4	Executive Director, NFDB	
5	Assistant Commissioner (Fisheries), In charge PM-MKSSY	Member
6	Representative of IFD	Member
7	Expert of Technical, Inclusion & Gender, Environment & Climate Change unit ,PMU under DoF, Gol	Member
8	Expert of Communication, Advocacy, Branding & Knowledge Services), PMU under DoF, Gol	Member
9	Expert of Finance, Procurèrent, M&E, National Fisheries Digital Platform), PMU under DoF, Gol	Member

7.6. Selection Committee

7.6.1. For the activity “Strengthening of the Cooperatives” ,there shall be a Selection Committee, which will scrutinize and shortlist the applications received online through NFDP from fisheries cooperatives for availing benefits under the above activity and refer the shortlisted application to PMU DoF .

7.6.2. The composition of Selection Committee will be as follows:

1	Chief Executive, NFDB	Chairman
2	Commissioner/Director of (Fisheries)-States/UTs	Member
3	Representative from NCDG/NAFED/SFAC/ NERAMAC	Member
4	Managing Director, FISHCOPFED	Member
5	Director/DC In charge of Cooperatives, DoF, Gol	Member
6	Assistant Commissioner, DoF-In charge of PM-MKSSY	Member
7	PMU-PM-MKSSY, DoF, Gol	Member
8	ED/SE,NFDB-In charge of Cooperative	Member Secretary

7.7. Performance Grants Management Consultants (PGMCs)

Performance Grants Management Consultants (PGMCs) shall be outsourced under PMU, DoF, Gol to receive, review, and screen grant applications submitted by applicants online in NFDP under performance Grant. The detailed roles and responsibility shall be prescribed in the TOR to be agreed between DoF, Gol and Consultancy.

7.8. Verification & Monitoring Consultants (V&MCs)

7.8.1. Consortium of Fisheries Universities and Colleges (COU) will be engaged as independent field level Verification and Monitoring Consultants (V&MC) spanning across all States and Union Territories in India to undertake verification, monitoring and evaluation of baseline data and actual performance of the Performance Grant proposals under components 2 and 3 of the sub scheme PM-MKS Y and use their expertise to reshape and implement the Sub-scheme for enhanced effectiveness. Overall Supervision of V&MC will be done by DoF, Gol/NFDB

7.8.2. Tamil Nadu Dr. J Jayalalitha Fisheries University (TNJFU), Nagapattinam, Tamil Nadu will work as the lead agencies and will sign tripartite agreement between the DoF, Gol and NFDB to provide verification and monitoring services.

7.8.3. The lead partners will be responsible for coordinating progress and decision-making across the consortium and maintaining a transparent and accountable workflow essential for nationwide implementation. The lead agency will help in training and capacity building of networking partners and assist them in uploading their reports to a national database. The lead agencies will also monitor end evaluation work of the networking partners and help them in addressing any issues faced during the consultancy. The networking partners will report to the lead agencies who will compile them and submit the report to the DoF project monitoring committee.

7.8.4. The lead agency will sign MOU with the Regional Partner and Partnering Centres

7.8.5. Department of Fisheries, Government of India may also seek support of the Directorates of Fisheries of State Governments and/or the District Level Committees of PMMSY to supervise and monitor the tasks of V&MCs.

Regional Partners

MoU will be signed between TNJFU, Regional Partners and Partnering Centres

Indicative list of regional Partners:

S. No	States/UTs	Regional Partner
1	West Bengal & Odisha	NFDB-Eastern Regional Centre, Bhubaneswar
2	Andhra Pradesh, Telangana, Andaman & Nicobar, Tamil Nadu, Puducherry	Fisheries College and Research Institute (FCRI), TNJFU, Thoothukkudi, Or TNJFU, Chennai

S. No	States/UTs	Regional Partner
3	Kerala, Karnataka, Lakshadweep, Goa, Maharashtra, Daman & Diu, Gujarat	Fishery Survey of India, Mumbai
4	Bihar & Jharkhand	Dr. Rajendra Prasad Central Agricultural University, Bihar
5	Chhattisgarh & Madhya Pradesh	College of Fishery Science, NDVSU, Jabalpur, Madhya Pradesh
6	Delhi, Haryana, Punjab, Rajasthan, Chandigarh,	Guru Angad Dev Veterinary and Animal Sciences University, Punjab
7	Himachal Pradesh, Uttarakhand, Uttar Pradesh	G B Pant University of Agriculture & Technology, Pant Nagar, Uttarakhand
8	Jammu & Kashmir, Ladakh	Sher-e-Kashmir University of Agricultural Sciences and Technology, Srinagar
9	Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim	NFDB-Northeastern Regional Center (NFDB-NERC), Guwahati, Assam

Partnering Centres

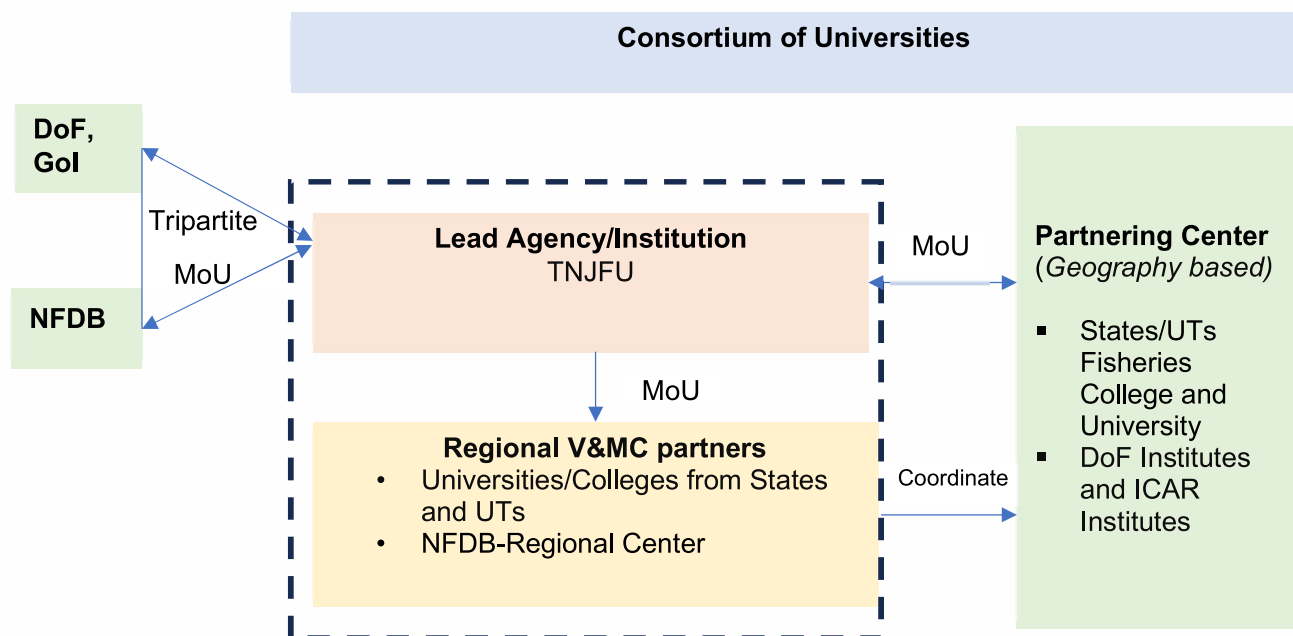
Region wise fisheries college and university shall be mapped for undertaking field verification.

Roles and Responsibility

- Deployment of dedicated Team for Verification
- Field level verification of credentials and information's provided by beneficiary in PGA and Performance Grant Claim application.
- Online submission of verification report to lead partner through NFDP.
- Assist the lead partner in developing Good Practice Note
- Adhering to the monitoring and verification protocol

- Regular reporting and real time updating on NFDP.

Illustrative Structure of V&MC



7.9. States/UTs

7.9.1. The States/UTs will be involved in implementing the Sub-scheme. The roles and responsibilities of States/UTs, *inter alia*, may include.

- assisting in screening and evaluation of beneficiaries' applications at various stages.
- participating in the selection committees for performance grants under components 2 and 3.
- monitoring and supervision of the performance of technical service providers under the Sub-scheme.
- participating in experience sharing and exchange activities to facilitate good practices, and policy reforms.
- periodic review of verification and evaluation reports prepared.
- facilitating awareness programs as part of their regular works.
- review of annual action plans.

- h. monitoring and supervision of the approved activities and
- i. performing any other task that will be entrusted by the DoF.

7.9.2. States/UTs will also be involved in promoting specific products/clusters as pilots or demonstrations within their respective jurisdictions and in the task of reaching out to the intended beneficiaries, through cooperatives/civil society organizations or working in tandem with specialized service agencies contracted by the DoF.

8. Convergence

The Sub-scheme will seek convergence with existing activities of PMMSY, and Fisheries and Aquaculture Infrastructure Fund (FIDF) Schemes of the Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying and also schemes run by Ministry of Food Processing Industries (MoFPI). Further, suitable linkages and convergence with other existing/ future central government schemes will also be created wherever feasible it will be ensured that there is no overlap.

9. Evaluation of PM-MKSSY

3.5.4. PM-MKSSY is World Bank and AFD assisted project. Evaluations will be conducted at various stages of the program lifecycle to ensure continuous improvement and accountability. The specific frequency of evaluations will be determined based on the program's needs and available resources to provide timely feedback and facilitate adaptive management throughout the program's duration.

3.5.5. There will be Mid-Term Evaluation and Final evaluation of the Sub-scheme along with Environmental and Social Impact Assessment at Cluster/Product level as per the Government of India, World Bank and AFD laid down procedures.

Chapter-2

National Fisheries Digital Platform (NFDP) Registration process



1. Introduction

Indian Fisheries and Aquaculture sector provides livelihood to about 2.8 Crore fishers and fish farmers directly and almost twice the number along the value chain. The sector has the potential to grow further and to increase the productivity and incomes of the fishers, fish farmers and other stakeholders. However, the sector is predominantly unorganized with no centralised database or work-based identities for fish workers. This informal nature poses multifaceted challenges in comprehensive growth and development of the sector and causes difficulty in percolating the benefits of policies and schemes to grass root level. Further, in the absence of robust database, it becomes difficult to assess the scale and scope of the need of the sector. This hinders the formulation of appropriate policies and interventions for taking timely actions during crises and disasters.

In view of the above, the informal and unorganized sector needs to be gradually formalized by creation of registry of the fish producers and other supporting actors such as fish workers, vendors and processors including micro and small enterprises working in the sector across the country. In order to address this issue, under the Pradhan Mantri Matsya Kisan Samridhi Sah-yojana (PM-MKSSY), a National Fisheries Digital Platform (NFDP) and Mobile App is created for fishers, fish farmers, fish workers etc. for self-registration or assisted registration, self-reporting and creation of work-based identities, with appropriate interfaces for digital payment and financial access including interfaces with public sector platforms for social safety net and Direct Benefit Transfer. Appropriate verification mechanism by local authorities will also be created to maintain integrity of the system. The NFDP will provide a variety of fisheries related services including e-auctioning of fish catches and marketing of fish products.

2. Aims & Objectives of NFDP

- i. Promoting digitization and formalization of fisheries sector's informal enterprises and cooperatives and other stakeholder in the sector.
- ii. Capturing work-based identities for fish farmers, fishers, FFPOs, fish workers, fish vendors, micro and small enterprises, and supportive workers

- iii. Creating a user-friendly and efficient registration process, leading to a well-maintained database and a secure platform for all users in the fisheries sector.
- iv. Providing common platform for facilitating access to institutional credit, one-time incentives for aquaculture insurance and disbursement of performance grant under the sub-scheme.
- v. Facilitating access to market and e-commerce, functioning as B2B through the mobile apps.
- vi. Support for adoption and implementation of traceability system in fisheries value chain.
- vii. Organization of awareness programmes, outreach activities, providing extension services, training and capacity building etc. for the sub-scheme.

3. Eligibility for Registration

The following entities involved in fisheries value chain shall be eligible to register on NFDP:

- i. Fishers, Fish Farmers, Fish vendors, supportive workers etc.
- i. Fisheries and Aquaculture Micro/Small enterprises
- ii. Fisheries Cooperative Societies/ FFPOs
- iii. Proprietary/Partnership Firm engaged in Fisheries and Aquaculture related activities
- iv. Private/Public Sector Company incorporated under companies Act engaged in Fisheries and Aquaculture related activities

4. Registration Process

4.1 Category of registration

Registration can be done at following two levels.

Individual: This option is for individuals who want to register on the NFDP portal either as Self Registration or Assisted/Facilitated Registration.

Organization: This option is for fisheries and aquaculture micro and small enterprises, Fisheries Cooperative Societies/ FFPOs/SHGs, institutions, or other groups/companies engaged in fisheries and aquaculture as Self Registration or Assisted/Facilitated Registration.

4.2 Pre-Requisites for Registration

User should have following information/documents ready before registration:

4.2.1 Pre-Requisite - Individual Registration

- i. Aadhaar card issued by the Unique Identification Authority of India
- ii. Mobile Number should include Country code 91
- iii. Proof of Address (if different from Aadhaar ID such as Elector's photo identity card or Driving License or Passport or Post Office passbook having address of the applicant or latest property tax assessment order or Domicile Certificate issued by the Government or Allotment letter of accommodation issued by Central or State Government of not more than three years or Property Registration Document)
- iv. Details of Depository Account Statement (for disbursement of incentive amount)

4.2.2 Pre-Requisite - Organization Registration

- i. The name and tax reference number of the Farm Partnership as registered with the Revenue Commissioners.
- ii. The address at which the Farm Partnership records, books and other documents are to be retained.
- iii. The name, addresses and herd numbers of all the partners in the Farm Partnership.
- iv. Digital Signature Certificates (DSC) for authorized signatories.
- v. Identity/address verification: The table given below shows the documents that can serve as proof of identity as well as proof of address for companies having an office of their own in India–

Type of Entity	Proof of Identity/Address
Company	Copy of Certificate of Registration issued by the Registrar of Companies.
Partnership Firm	Copy of Certificate of Registration issued by the Registrar of Firms or Copy of partnership deed.

Type of Entity	Proof of Identity/Address
Limited Liability Partnership	Copy of Certificate of Registration issued by the Registrar of LLPs
Trust	Copy of trust deed or copy of certificate of registration number issued by Charity Commissioner.
Association of Person, Body of Individuals, Local Authority, or Artificial Juridical Person	Copy of Agreement or copy of certificate of registration number issued by charity commissioner or registrar of cooperative society or any other competent authority or any other document originating from any Central or State Government Department establishing identity and address of such person.

4.3 Self-Registration Process for Individual

The user shall follow the following steps for self-registration

- i. Visit the NFDP portal (www.nfdp.dof.gov.in)
- ii. Go to Sign-Up button on the NFDP's homepage.
- iii. Select User Category – Individual
- iv. Enter Name, Aadhaar Number
- v. Enter Mobile Number
- vi. Click on Get OTP (One Time Password) button.
- vii. Enter OTP received on your mobile phone
- viii. Set up Password (Optional): After successful OTP verification, you might be offered the option to set up a Password for future logins. This allows you to avoid using the mobile OTP every time. Choose a strong and memorable Password.
- ix. Enter the Captcha displayed on the screen
- x. Click on the submit button
- xi. Sign Up is complete.
- xii. Congratulations! Registration Number is generated

4.3.1. Profile Completion for Individuals

- i. Login: After registration (for new users) or directly (for returning users), log in to the NFDP using your mobile number and OTP (or your Password if you have already set one up).
- ii. Click Update User Profile Button: The system will prompt you to fill out essential details like personal information, bank details, occupational identity, category of registration and other relevant fields.
- iii. Please be advised that your bank details are required solely for the purpose of disbursing document fees and will be treated with the utmost confidentiality.
- iv. Ensure all information is accurate and complete.
- v. After entering the details, the system will allow to save the progress, edit any information if needed, and preview the completed application before final submission.
- vi. Accept the declaration by clicking the “I Agree” button.
- vii. Click submit button
- viii. Congratulations message will appear on successful submission of information
- ix. Facilitation of Documentation Charges for Self-Registration: Each new self-registrant will be given incentive of ₹100 by the DoF, Govt directly through DBT.

4.4 Organization-Registration Process

The user shall follow the following steps for self-registration

- i. Visit the NFDP portal(www.nfdp.dof.gov.in)
- ii. Go to Sign-Up button on the NFDP's homepage.
- iii. Select User Category – Organization
- iv. Enter Representative/Authorised Personnel Name,
- v. Enter Company Registration Number issued in India or approved by Indian Authorities
- vi. Enter Mobile Number
- vii. Click on Get OTP (One Time Password) button.
- viii. Enter OTP received on your mobile phone.

- ix. Set up Password (Optional): After successful OTP verification, you might be offered the option to set up a Password for future logins. This allows you to avoid using the mobile OTP every time. Choose a strong and memorable Password
- x. Enter the Captcha displayed on the screen
- xi. Declaration: This is to certify that the information provided by me is correct and if any inconsistency found I am liable to be punished by law.
- xii. Click on the submit button
- xiii. Sign Up is complete.
- xiv. Congratulations! Registration No is generated

4.4.1. Profile Completion for Organizations

- i. Login: After registration (for new users) or directly (for returning users), log in to the NFDLP using your mobile number and OTP (or your Password if you have already set one up).
- ii. Click Update User Profile Button: The system will prompt you to fill out essential details like personal information, bank details, occupational identity, category of registration and other relevant fields.
- iii. Please be advised that your bank details are required solely for the purpose of disbursing document fees and will be treated with the utmost confidentiality.
- iv. Ensure all information is accurate and complete.
- v. After entering the details, the system will allow to save the progress, edit any information if needed, and preview the completed application before final submission.
- vi. Accept the declaration by clicking the "I Agree" button.
- vii. Click submit button
- viii. Congratulations message will appear on successful submission of information
- ix. Facilitation of Documentation Charges for Self-Registration: Each new self-registrant will be given incentive of ₹100 by the DoF, GoI directly through DBT.

- x. For Assisted registration : Each new self-registrant will be given incentive of ₹76.40 by the DoF, GoI directly through DBT ₹20+18% GST shall be paid to CSC for facilitation fee for assisted registration

4.5 Facilitated/Assisted Registration Process

CSCs will act as information dissemination hubs, distributing pamphlets, booklets, and posters about government schemes and programs relevant to users. CSCs will organize village-level camps or workshops to educate Fishers Community about available schemes, eligibility criteria, and application processes. CSC operators will assist with online registration. This can help overcome challenges with internet access or digital literacy.

The user shall follow the following steps for facilitated/assisted registration

- i. Find your nearest CSC centre from the list provided and visit it.
- ii. Inform the VLEs (Village Level Entrepreneurs) that you aspire to register for the scheme.
- iii. User will be asked Aadhaar Card, Bank Account Number, and other details like mobile no, email id, communication address, category/occupation of fisher.
- iv. Then, user will be helped to fill the Registration Form.
- v. Once filled, the form will be submitted to the NFDP Portal.
- vi. Finally, user will receive a confirmation SMS or email on the registered mobile number or email once login is successful.

4.6 Validation of Existing Data Integrated from other relevant sources

Currently, valuable data on fishers/fish farmers/fish workers/beneficiaries is scattered across different organizations such as Coastal Aquaculture Authority/Jan Shakti/Real Craft, including ministries like MSME, MoFPI and State Govt. in different formats. To address this challenge, the National Fisheries Digital Platform (NFDP) will establish a central platform to integrate all this data. After importing this data will be cleansed, standardized, deduplicated and verified by beneficiaries to be uploaded on the NFDP. Beneficiaries will receive ₹76.40 for providing verified data upon consent and

online registration assistance of ₹20+ 18% GST per person will be charged by CSC for supporting the old/existing data integration in NFDIP

4.7 Verification & Validation of successful registrations

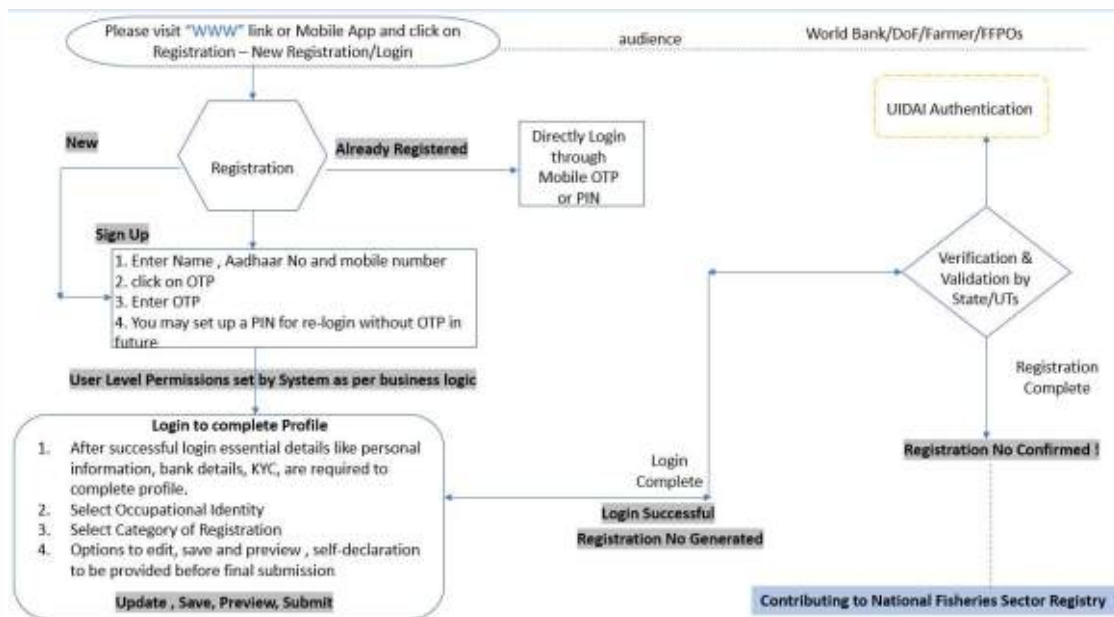
To ensure that the database built on NFDIP is authentic and captures correct work-based identities, all successful registrations will be verified and validated using the following process

4.7.1. Verification Process for New Registration Data

- i. The user data will be sent to the respective state/UT nodal officer of fisheries department for verification and validation.
- ii. State/UT (Union Territory) officials receive login credentials to access the registration details and verify their authenticity. CSC can also facilitate communication with these officials. Verified records will be presented to the Director of the respective State/UT for final approval.
- iii. After Director approval, the validated information is updated in the system and reflected on the beneficiary list. Rejected applications are sent back to the user or State Department for corrections/rectifications.

4.8 Registration Process Flow Mechanism

Visual representation of registration process for a fisheries digital platform will define smooth and secure signup process for all users



5. Payment Flow Mechanism

On successful self/assisted registration, eligible amount (refer to section 4.2) of incentive will be transferred using the payment gateway will transmit the payment instructions to the beneficiary's bank accounts as mentioned in the NFDP through National Automated Clearing House (NACH) or Immediate Payment Service (IMPS), Banks will further credit the DBT amount directly to the beneficiary's bank accounts.

Chapter-3

Facilitation of Institutional Credit



1. Introduction

1.1. The Indian fisheries and aquaculture sector is developing at 8%¹ annual growth rate. However, as reported by the Reserve Bank of India (RBI), the total credit to fisheries and aquaculture sector, including microfinance in 2021 accounted for only 1% of the total credit to the agriculture and allied sector while the sector contributes 7% to the agriculture GVA. There are various factors that inhibit availability and access to institutional credit. Thus, for consistent growth of the fisheries and aquaculture sector, it is essential to promptly address on-ground challenges faced by the enterprises and individuals.

2. Availability and Access to Institutional Credit

- 2.1. Fish farmers, fishers and micro & small enterprises have various types of operational, infrastructural and marketing needs that require continuous financial investments for self-sustenance and being economically viable. In general, the financial requirements for micro and small-scale fishers, fish farmers and enterprises varies between ₹ 50,000 to ₹ 30 lakhs and may go up to ₹ 10 crore for capital intensive projects. These financial requirements are usually met through personal savings and/or loans from family, friends, financial institutions or local money lenders.
- 2.2. Loans are offered by financial institutions at an affordable rate of interest and certain pre-requisite formalities, however due to lack of awareness, collateral requirement, cumbersome banking procedures etc. the borrowers approach the local money lenders for all their credit requirements. Borrowers are hence compelled to avail credit from local money lenders at exorbitant rates of interest and stringent timelines that make the loan repayment very difficult and cumbersome.
- 2.3. In view of *facilitating working capital loans* at an affordable rate of interest, Government of India (GoI) extended Kisan Credit Card (KCC) facility to fisheries and animal husbandry farmers in 2018-19. KCC offers collateral free loans up to ₹1.60 lakh and is offered at a subsidized interest rate of 7% per annum after interest subvention of 1.5%. A credit limit of ₹ 3 lakh is offered to existing KCC

¹ National Statistics Office, Ministry of Statistics & Programme Implementation, GoI

holders and ₹ 2 lakh to new card holders. An additional interest subsidy of 3% is also provided for prompt and timely repayment of loans, reducing the effective interest rate to 4% per annum.

- 2.4. In addition to KCC, to *address the infrastructure requirement* for fisheries and aquaculture sector, DoF, Gol created a dedicated fund namely Fisheries and Aquaculture Infrastructure Development Fund (FIDF) with a total fund size of ₹ 7522.48 crore. FIDF provides concessional finance through interest subvention up to 3% per annum by the Nodal Lending Entities (NLEs)² at the interest rate not lower than 5% per annum with maximum repayment period of 12 years inclusive of moratorium of 2 years on repayment of principal.
- 2.5. Efforts have also been made to create awareness amongst the financial institutions about the fisheries and aquaculture sector. As a results, many banks have come forward to provide credit for fisheries activities.
- 2.6. While efforts are ongoing to bridge the credit gap, there is lack of mutual trust and confidence amongst the formal lending institutions and borrowers. Lack of knowledge and awareness about loan products available in the market, complex and long procedures such as appointment booking, travel to physical locations, long waiting lines, difficult eligibility criteria by banks such as collateral requirements from small farmers, necessity of having a fixed income, inflexible repayment options etc. discourage borrowers to approach banks for availing credit. The financial institutions too are posed with challenges such as lack of awareness on technical aspects of fisheries' activities, ununiform credit requirements based on region, species, culture systems, technology, resources etc.
- 2.7. To address these gaps, Pradhan Mantri Matsya Kisan Samridhi-Sah Yojana (PM-MKSSY) offers provisions under Component 1A for **enhancing financial inclusion by facilitating access to institutional credit for fish workers/enterprises.**
- 2.8. In order to facilitate credit to fishers, fish farmers and micro & small enterprises, PM-MKSSY will aim at **one-to-one facilitation and professional hand holding** to make the banking process convenient and smooth for borrowers. This is expected to **build awareness, eliminate information asymmetries, facilitate**

² NLEs: National Bank for Agriculture and Rural Development (NABARD), National Cooperatives Development Corporation (NCDC) and All scheduled Banks

informed decision making and enhance customer experience, trust and confidence in the formal credit system.

3. Aims and Objectives

The broad aims and objectives of Component 1A of PM-MKSSY *inter alia* include the following:

- 3.1. Facilitate easy access to institutional credit for fishers, fish farmers and small & micro entrepreneurs through identified credit intermediaries.
- 3.2. Provide one-time financial assistance on successful loans to borrowers as 'success fee' as per loan amount sanctioned or for preparation & submission of a bankable project report to the financial institution.
- 3.3. Provide training and knowledge support to credit intermediaries for promoting fisheries loan products and carry out outreach activities.
- 3.4. Conduct appropriate awareness programmes, extension and outreach activities for financial institutions, fishers, fish farmers and small & micro entrepreneurs for better understanding of availing institutional credit in fisheries and aquaculture sector.

4. Eligible Beneficiaries

- 4.1. The eligible beneficiaries for availing the benefits under Component 1A of PM-MKSSY will include the following:
 - 4.1.1. Fishers, fish farmers, fish workers and vendors
 - 4.1.2. Fisheries Micro and Small enterprises in the form of Proprietary Firms, Partnership Firms and Companies registered in India, Societies, Limited Liability Partnerships (LLPs), Cooperatives, Federations, Village Level organizations like Self Help Groups (SHGs), Fish Farmers Producer Organizations (FFPOs) and Startups practicing aquaculture with specific emphasis on women enterprises.
 - 4.1.3. Any other beneficiaries that may be included by DoF, Gol as and when required.

5. Framework for Facilitating Institutional Credit

5.1. Enhancing Availability and Access of Institutional Credit

- 5.1.1. While DoF, GoI and its implementing partners continue to mobilize and facilitate credit through its existing schemes namely KCC and FIDF, the financial institutions should develop new products and promote the existing loan products specific/aligned to fisheries and allied activities to suit the local needs and practices such as production technologies, input costs, resources available, fish species, geographical region etc.
- 5.1.2. During the course of implementation of PM-MKSSY, concerted efforts will be made by DoF, GoI and State/UT fisheries departments to strengthen the credit ecosystem.
- 5.1.3. Under PM-MKSSY, borrower can apply for credit by approaching public and private banking institutions through various channels available and convenient to them. Loan applications can be submitted offline by the borrowers through the branch of their preferred bank/with an existing account, Common Service Center (CSC) etc. or online through bank portals, National Fisheries Digital Platform (NFDP), Jansamarth Portal etc.
- 5.1.4. As the credit extension arms of financial institutions such as Udyamimitras, Bank Mitra, Business Correspondents etc. mobilise and hand hold the borrowers to navigate through the loan application and processing. PM-MKSSY will utilize their services as **credit intermediaries**.
- 5.1.5. The uptake of loan products will be enhanced through PM-MKSSY in the following manner:
 - 5.1.5.1. Creating awareness amongst beneficiaries on loan products and schemes available
 - 5.1.5.2. Facilitating access to institutional credit for borrowers by way of filling application forms, preparing bankable proposals, coordinating with financial institutions etc.
 - 5.1.5.3. Educating the financial institutions about credit requirements pertaining to the fisheries sector and encourage them to develop suitable loan products with competitive and reasonable interest rates
- 5.1.6. Stakeholders engaged in fisheries and allied activities are encouraged to register on NFDP and apply for fisheries' loans through the same.

5.2. Engagement of Credit Intermediaries

5.2.1. Many Gol departments and organisations have developed on-ground mechanisms and network of credit intermediaries that mobilise and support entrepreneurs and enterprises for pre-preparation and loan approval processes. They are trained in various schematic and banking processes to accomplish their mandate. Their services will be utilized for the Component 1A of PM-MKSSY.

5.2.2. The following credit intermediaries have been identified and will be engaged:

- 5.2.2.1. **Certified Credit Counsellors (CCC) or Certified Credit Institutions (CCI), empanelled on Udyamimitra portal of Small Industries Development Bank of India (SIDBI):** Certified Credit Counsellors (CCC) are certified personnel who have cleared the prescribed certification course by Indian Institute of Banking & Finance (IIBF) and are empanelled by SIDBI under the Implementing and Registering Authority (IRA) on the *udyamimitra* portal. In parallel, CCIs are certified organisations who along with CCCs act as facilitators for MSME entrepreneurs “to access the formal financial system with greater ease and flexibility”³ by charging a service fee within the benchmarked fee structure (who has benchmarked). They hand hold enterprises throughout its life cycle of conceptualization, establishment, stabilization, expansion, maturity and exit as needed. Currently, there are 1546 active CCCs and 1166 CCIs across India.
- 5.2.2.2. **Business Correspondents:** Business Correspondents (BCs) are usually appointed on contract basis by banks to facilitate borrowers in navigating through the application process and opening bank accounts on commission basis.
- 5.2.2.3. **Village Level Entrepreneurs (VLE) of CSCs:** Common Service Centres (CSCs) under the Ministry of Electronics & IT (MeitY), Gol are the access points for delivery of various government and non-government services in urban and rural areas which are ICT enabled front end service delivery points. CSC appoints Village Level Entrepreneurs (VLEs) are trained personnel to facilitate and hand hold citizens in availing these services. Currently, CSC has 5.4 lakhs active VLEs with 4.35 lakhs at Gram Panchayat level. Out of the total active VLEs, about 1.5 lakhs VLEs also work as BCs or District Resource Persons (DRP) under MoFPI.
- 5.2.2.4. **District Resource Person (DRP) of MoFPI:** DRPs provide hand holding support to potential beneficiaries for availing benefits under MoFPI schemes.

³ SIDBI portal

Responsibilities of DRPs include identification and facilitation of applications for availing credit linked subsidy, preparation of DPRs, liaising for sanctioning of bank loan, facilitating upgradation and formalization for regulatory approvals & certifications (like FSSAI, Udhyaam, GST etc.) and supporting beneficiaries' training and mobilization. Currently, there are 3,688 active DRPs across India, with at least one (or more) DRPs in one district.

- 5.2.2.5. **Rural Self Employment Training Institutes (RSETIs) of Ministry of Rural Development (MoRD):** Rural Development and Self Employment Training Institutes (RUDSETI) commonly called as Rural Self Employment Training Institutes (RSETI) are linked to a nodal bank as SBI-RSETI, PNB-RSETI, BOB-RSETI, CORP-RSETI etc. Along with imparting training programmes to the rural youth for self-employment and skill upgradation, RSETIs also provide assured credit linkage with banks. Currently, there are 591 RSETIs⁴ sponsored by 23 leading Banks⁵ in 27 States and 6 UTs out of which 152 RSETIs⁶ are managed by State Bank of India (SBI) that trains about 1 lakh rural poor youth every year.
- 5.2.2.6. **Sagar Mitras of DoF, GoI:** Professionally qualified graduates are onboarded as Sagar Mitras under PMMSY to act as the first point of contact for fishers at local level on all matters related to marine fisheries. Sagar Mitras also compile information/data on daily fish catch, fishing voyages, fish price and mobilizes fishers for training. They create awareness among the local fishers on various schemes and programmes and promote participatory management of fisheries resources. Onboarding of 2489 Sagar Mitras have been approved under PMMSY.

5.3. Mechanism for engaging identified credit intermediaries

- 5.3.1. In order to achieve the objectives of PM-MKSSY, the identified credit intermediaries should facilitate borrowers in pre-preparation and application of loans for all kind of fisheries and aquaculture businesses and activities. These may include new businesses, business expansion, start-up ventures etc.
- 5.3.2. The Project Management Unit (PMU) of DoF, GoI will liaise and oversee the work undertaken by the credit intermediaries while CSC will be the nodal agency for credit facilitation.

⁴ [BOLSTERING RURAL ENTREPRENEURSHIP | Ministry of Rural Development | Government of India](#)

⁵ [Key Initiatives and Achievements of Ministry of Rural Development during the year 2021 \(pib.gov.in\)](#)

⁶ [Rural Self Employment Training Institutes - Rural Banking | SBI - Agri & Rural](#)

- 5.3.3. As the nodal agency, CSC will undertake the following responsibilities:
- 5.3.3.1. Liaison between DoF, GoI, credit intermediaries and other supporting partners
 - 5.3.3.2. Assign and engage local credit intermediaries for credit facilitation
 - 5.3.3.3. Manage and implement end-to-end credit facilitation process on-ground through credit intermediaries and on NFDP
 - 5.3.3.4. Ensure timely and right communication, close co-ordination, data collation amongst all implementing partners
 - 5.3.3.5. Monitor and evaluate performance of credit intermediaries and submit monthly progress report etc.
- 5.3.4. To leverage the existing ecosystem of active and on-ground network of credit intermediaries namely CCCs/CCIs of SIDBI, VLEs of CSC, BCs, DRPs of MoFPI, Sagar Mitras of DoF and RSETIs of MoRD, the following two-layer mechanism will be followed for engaging them:

Two-layered framework for credit facilitation by
<p>Nodal agency: Banking Vertical, Common Service Center (CSC), GoI</p> <p>Implementing agencies:</p> <ol style="list-style-type: none"> 1. <i>Udyamimitras</i> (CCCS/CCIs) of SIDBI, 2. VLEs of CSC, 3. Business Correspondents, 4. DRPs of MoFPI, 5. Sagar Mitras of DoF, 6. RSETIs of MoRD.

- 5.3.5. Depending on the capability/skill set of the credit intermediary, the following credit intermediary are recommended to support during the application process:
- 5.3.5.1. Support will be provided by credit intermediaries during loan application to ensure that the loan application is approved. The Nodal Officer, Credit Vertical, CSC will assign the case on NFDP to SIDBI - *Udyamimitras* (CCCS/CCIs), CSC – VLEs who are Business Correspondents and MoFPI – DRPs.
 - 5.3.5.2. Preparation of DPRs and project profiles as per eligibility and requirements of the financial institutions should be taken up by SIDBI-

Udyamimitras (CCCS/CCIs), MoFPI- DRPs for processing projects and CAs/agents identified by the financial institutions. Procurement experts and sector experts from industry, State/UT fisheries department and fisheries universities and colleges should also be consulted for technical inputs.

- 5.3.5.3. In case training is required on fisheries sector, credit process, DPR preparation and linkage with banks, this may be supported by RSETIs through MoRD and NABARD funded trainings.
- 5.3.6. In addition to the above identified credit intermediaries, local development organisations, social enterprises and Non-Government Organisations (NGOs) too may play a crucial role in facilitation while Non-Banking Financial Companies (NBFC) and Micro Finance Institutions (MFIs) may provide credit in rural areas.
- 5.3.7. The credit intermediaries thus play a crucial role in the entire process and should ensure to make the process smooth, easy and convenient for the loan applicant through a proactive approach and adeptness. He/She should ensure that all efforts and honesty are maintained during facilitation of the loan and all information is shared transparently and in a fair manner. Cases of loan rejections should be handled with sensitivity and care, information should be accessed through financial institutions about reasons of rejection and if possible, loan should be reapplied for with complete documentation and preparation or with an alternate bank.

5.4. Process for Facilitating Institutional Credit through NFDP

The below mentioned steps should be followed by credit intermediaries or borrower to facilitate access to credit through NFDP:

- 5.4.1. The identified credit intermediary will be given access to the NFDP portal after registration. The credit intermediary will also ensure that the borrower is also registered on NFDP. The credit intermediaries will be given training in this regard.
- 5.4.2. Upon registration on NFDP, the borrower should go to the 'Credit' module and express his interest for a fisheries' loan on NFDP. The borrower will be directed to the CSC /Jansamarth/ Banks' portal for choosing a loan product as per his requirements and completing his loan application. The Registration number

generated on NFDP as 'work-based identity' should be mandatorily quoted for reference in all fisheries' (online or offline) loan applications.

- 5.4.3. For facilitating the loan by credit intermediaries, the Nodal Officer, Credit Vertical, CSC will be the overall in-charge for all the cases registered on NFDP under the credit module. Nodal Officer, Credit Vertical, CSC (nodal agency) shall assign a credit intermediary/advisor for each application based on the borrower's location as well as the competency of the credit intermediary available.
- 5.4.4. The nodal agency and the credit intermediaries should collaboratively work with financial institutions with the aim to convert all genuine leads into successful loans.
- 5.4.5. In case, the borrower expresses interest for training on preparing the bankable project report, the Nodal officer, Credit Vertical, CSC shall direct the query to the RSETI nearest to the borrower's address.

5.5. On-ground support provided by credit intermediaries for availing institutional credit

- 5.5.1. The local credit intermediary assigned by the Nodal Officer, Credit Vertical, CSC should contact the borrower within 48 hours after assignment of the loan query.
- 5.5.2. If the borrower is unable to choose a financial institution or a loan product then the local credit intermediary should facilitate the borrower in selection of the bank, loan product etc.
- 5.5.3. Credit intermediary shall assist the borrower in completion of the documents required by the financial institution.
- 5.5.4. As per the RBI guidelines, the credit is collateral-free if the loan amount is up to Rs 1.60 lakhs and availed through KCC or scheduled banks. For the credit requirement above Rs 1.60 lakhs, the borrower will have to arrange for the necessary collateral as per the financial institutions' requirement.
- 5.5.5. The credit intermediary should help in preparation of appropriate bankable project proposal to fulfil the requirements of the financial institutions for granting the loan.
- 5.5.6. The Turn Around Time (TAT) for processing loan application usually takes about 20-30 days depending on the bank's internal process, fisheries' activities undertaken, type of loan etc. During this period, the credit intermediary assigned

to the case may approach the bank for an update in case further documentation is required or queries need to be answered by the borrower for processing.

- 5.5.7. The progress status should be updated on NFDP by the assigned credit intermediary and progress should be reviewed by the Nodal officer, Banking vertical, CSC.
- 5.5.8. In order to consolidate data on sectoral credit requirements and facilitation, all the banks under Indian Banker Association (IBA) may submit the information regarding credit facilitated (number of loans, activities, amount, location etc.) to PMU, DoF of PM-MKSSY on monthly basis. The reports received should be provided as per Monitoring & Evaluation Section 7 of this guideline.

6. Financial assistance provided under PM-MKSSY

- 6.1. In order to ensure that fisheries micro and small enterprises with specific emphasis on women owned enterprises and individuals are not financially burdened with high transactional costs, micro and small enterprises or individuals will be provided a financial assistance for successful loans only.
- 6.2. For all successful loans, the borrower will be eligible for either of the following benefit under PM-MKSSY:
- 6.2.1. ₹ 5000 as a lump sum amount if a bankable project report is prepared and submitted to the financial institution
OR
- 6.2.2. If no bankable project report was required by the financial institution, then a 'success fee' will be paid to the beneficiary as per the below loan slab:

S. No.	Loan slab	Success fee
1	upto ₹ 5 lakh	₹ 3,000
2	₹ 5 lakhs – ₹ 10 lakhs	₹ 4,000
3	₹ 10 lakhs – ₹ 50 lakhs	₹ 5,000

- 6.3. The PMU in DoF, GoI shall immediately process the financial assistance as applicable to the borrower and disburse the amount directly to the borrower's bank account as given on the NFDP portal.
- 6.4. The amount of incentive should be credited to the borrower's bank account within 30 days from the date of successful loan.

- 6.5. If the financial assistance is not received in the borrower's bank account within the stipulated time, then the borrower may represent his case in the 'Credit' module on NFDP.
- 6.6. All the General Financial Rules, Regulations and Procedures along with financial and procurement norms agreed with World Bank shall be adhered to while disbursing the one-time incentive against the claim.

7. Stakeholders' Engaged and Their Roles & Responsibilities

- 7.1. Operational responsibilities of all stakeholders engaged in facilitating institutional credit to targeted beneficiaries are as below:

S.NO.	Stakeholder Activities*	PMU-DoF	DFS & SBAC	Nodal officer, CSC	SIDBI-CCC/CCI	CSC-VLE	Business Correspondents (BCs)	DoF-Sagar Mitras	MoFPI-DRPs	MoRD -RSETIs	NABARD
Business development activities*											
1	Lead generation and co-ordination										
2	On ground mobilisation										
Credit facilitation activities*											
1	Assign case to local credit intermediary										
2	Mobilise, handhold and complete NFDP Registration (for capturing work-based identity)										
3	Check loan eligibility										
4	Check loan readiness										
5	Check training requirements										
6	Preparation of bankable project report										provides training
7	Check readiness of loan documents										

8	Filling and submission of loan application																			
9	Inform loan application status																			
10	Inform loan rejection reason																			
11	Close loan application status on NFDP																			
12	Check loan disbursement																			
13	Educate applicant on loan repayment																			
14	Reapply for loan - end-to-end reprocess (in case of rejection)																			
15	Query/Grievance addressal																			
Training activities*																				
1	Provide training for project finance and credit application																			
2	Provide training for preparing project reports/DPRs																			
3	Provide training on fisheries sector																			
4	Implement offline/online trainings																			
5	Manage and oversee implementation of training programs																			
Outreach activities*																				
1	On ground mobilisation																			
2	Lead planning and management of fisheries' outreach events and camps																			
3	Lead content creation for fisheries' outreach events and camps																			

4	Event reporting and feedback																		
5	Support nodal agency and DoF, Gol in implementing outreach activities																		
Monitoring and evaluation activities*																			
1	Progress monitoring and evaluation as per PMMKSSY targets																		
2	Collation of progress data and progress from convergence partners																		
3	Submission of monthly progress reports, risks analysis etc. to nodal agency																		
4	Submission of monthly progress reports, risks analysis etc. to PMU-DoF																		
4	Monthly progress discussion and problem solving on operational and policy matters																		
* Green coloured cells indicate that concerned stakeholders are well capacitated for carrying out the mentioned activity																			

8. Training Requirements and Capacity Building of Credit Intermediaries

- 8.1. Training modules will be curated by DoF, Gol in conjunction with its training partners to build capacity through basic knowledge on the fisheries sectors and existing products and services offered by various financial institutions.
- 8.2. Though the credit intermediaries will undergo training for executing their core roles & responsibilities upon selection under the concerned Ministry/Department. For their effective and efficient working, all credit intermediaries shall be trained on fisheries sector based on its diverse and regional activities, resources, best and prevalent practices etc. The training shall help both financial institutions and credit intermediaries on relevance of loans for small scale fisheries activities and

technical nuances in loan application. Basic knowledge of fisheries activities ensures that credit facilitation becomes easier and the credit intermediaries can be empathetic towards the need of the potential loan applicant.

- 8.3. The details on training have been laid in a separate Guidelines under PM-MKSSY.

9. Monitoring and Evaluation of Credit Facilitation under PM-MKSSY

- 9.1. In order to ensure that the objectives identified under Component 1A of PM MKSSY are successfully achieved, on-ground progress is holistically captured for performance reviews, mid-course correction, risk evaluation and taking necessary actions.
- 9.2. As per the stakeholders engaged, the performance should be evaluated based on the credit intermediaries engaged, beneficiaries covered, geographical region (States/UTs) covered and beneficiaries covered, loans applied and sanctioned among other indicators.
- 9.3. As the nodal agency, CSC will submit the monthly reports pertaining to the above parameters to DoF, GoI on NFDP or by email. Data should capture progress on aforesaid parameters from all financial institutions and convergence partners and monitored by Nodal Officer, Credit Vertical, CSC.
- 9.4. A quarterly review meeting by senior officials from DFS, SIDBI, NABARD, MSME, MoRD, MoFPI and other organizations as decided by DoF, GoI should be held to discuss gaps, risks, corrective actions, operational efficiencies etc.
- 9.5. All financial institutions such as public and private sector banks, microfinance banks etc. should be made aware of the schematic benefits, onboarded to participate and enlist their loan products on NFDP. Special campaign should be organised to educate and onboard the banks about the intricacies of fisheries' activities and loans associated with those activities.

9.6. The following templates maybe used for monitoring purposes by the Nodal Officer, Credit Vertical, CSC:

S.No.	Monitoring indicator	Q1		Q2		Q3		Q4		Annual Total
		Engaged	Trained	Engaged	Trained	Engaged	Trained	Engaged	Trained	
A	Human Resource engaged									
1	No of CCCs engaged									
2	No of CCIs engaged									
3	No of RSETIs engaged									
4	No of BCs engaged									
5	No of CSCs engaged									
6	No of VLEs engaged									
7	No of DRPs engaged									

B	Geographical region covered	Q1	Q2	Q3	Q4	Total
1	No of States covered ¹					
2	No of UTs covered ¹					
3	No of districts covered					
4	No of Aspirational districts covered					
5	No of Gram Panchayats covered					

C	Beneficiaries covered	Q1				Q2				Q3				Q4			
		SC	ST	Women	Others	SC	ST	Women	Others	SC	ST	Women	Others	SC	ST	Women	Others
1	Total no of beneficiaries covered																
2	Total no of small enterprises covered																
3	Total no of micro enterprises covered																
D	Progress on Credit Facilitation																
1	Total no of loans applied (In Nos)																
2	Total no of loans disbursed (In Nos)																

3	Total no of loans rejected (In Nos)																		
4	Amount of loans disburse d (In Rs lakhs)																		

Chapter-4

Strengthening of Fisheries Cooperative to function as FFPOs



1. Introduction

- 1.1. Indian fisheries sector boasts a robust network of cooperatives, acting as a vital engine for growth in both marine and inland fisheries. This network taps into the vast potential of inland resources, encompassing rivers, lakes, reservoirs, ponds and other open waterbodies. Currently, a well-established ecosystem of 28,322 fisheries cooperatives empowers over 39.67 lakh members across the country. These cooperatives, ranging from primary-level societies to national-level federations, have been playing a crucial role in driving socio-economic development within the fishing community.

- 1.2. However, there is an opportunity to optimize performance of the fisheries cooperatives. Only half of the primary-level cooperatives are fully operational, underlining the need to strengthen their economic footing through enhanced funding. These cooperatives hold significant potential for improvement in key activities like fish production, processing, marketing, value addition, technology infusion and streamlining operations. Notably, some cooperatives demonstrate exceptional promise and could be well-positioned to function as Fish Farmer Producer Organizations (FFPOs).

- 1.3. National level and state level federations, district and primary-level fisheries cooperatives have the potential for increasing fish production, improving processing and marketing with better bargaining power and modernizing the value chains. However, there are challenges in the form of knowledge and technology gaps, weak management and operational structure, financial vulnerability, lack of institutional credit, resource constraints, limited market linkage etc. preventing them from delivering outputs commensurate with this potential.

- 1.4. In view of the above and in order to strengthen their managerial and operational capacity, the Pradhan Mantri Matsya Kisan Samridhi Sah-Yojana (PM-MKSSY) provides for formalization and strengthening of 5,500 fisheries cooperatives as FFPOs during the planned period of the Sub-scheme.

2. Aims and Objectives

The broad aims and objectives of the components are:

1. Formalization of fisheries cooperatives into FFPOs
2. Unlocking the full potential of the fisheries cooperative sector
3. Empowering of fisheries cooperatives to be self-reliant and sustainable
4. Making fisheries cooperatives economically vibrant

3. Eligibility Criteria

The eligibility criteria for selection of fisheries cooperative for financial assistance for formalization as FFPOs will include the following.

1. The cooperative shall consist of Fish Farmers, Fishers, Fish Workers, Fish Vendors, entrepreneurs, or any other person(s) associated with fisheries and aquaculture value chain activities.
2. The fisheries cooperative should have minimum members as specified below

Cooperative	Minimum number of members	
	For Plains	Hilly/Himalayan and North-eastern regions
Primary level fisheries Cooperative	35 members	35 members

3. Fisheries cooperative society should be registered and operational for last three (3) years.
4. Fisheries cooperative society should have an elected and active board.
5. Fisheries cooperative societies already supported for this purpose under PMMSY or other Government Scheme or where business plans have already been prepared by CBBOs will not be eligible.

4. Category-wise Potential Fisheries Cooperatives

- 4.1. Indian fisheries and aquaculture sector possesses a robust network of 28,322 fisheries cooperatives, comprising National level Federation, state-level federations, district level cooperatives/Federations, regional level cooperatives/Federations, and primary-level fisheries societies. These cooperative bodies play a crucial role in driving socio-economic development of their members.

4.2. However, the PM-MKSY envisages strengthening of a total of 5500 fisheries cooperatives to function as fish farmers Producers Organizations (FFPOs) to make them as economic vibrant organizations. The category-wise cooperatives to be considered for assistance under the PM-MKSSY are furnished below:

S.No	Type of Fisheries Cooperative	Number of category-wise cooperatives
i	Primary Fisheries Cooperatives	5500

4.3. Considering the facts that geographical location plays a significant role in shaping developmental strategy and keeping in view the geographical balancing in spreading the fisheries cooperatives proposed to be assisted under PM-MKSSY, it is envisaged to identify the potential fisheries cooperatives registered/existing in all the States/UTs.

4.4. In case of non-registry, inadequate registry and timely submission of requisite details as per the registration prescribed proforma from any of the States/UTs under NFDP, the DoF, GoI has a liberty to transfer such left-over & targeted fisheries cooperatives to other potential States/UTs making the lateral and vertical inter-se allocation of the left-over fisheries cooperatives.

4.5. State/UTs wise tentative allocation for selection of Fisheries Cooperative is at [Annexure-II \(Page No.160\)](#)

5. Financial Provision

The PM-MKSSY envisages formalization and strengthening of a total 5500 fisheries cooperatives to function as FFPOs. An amount of ₹ 2 lakh is earmarked for each selected fishery cooperative. Activity wise break-up of the unit cost is given below:

S. No.	Activities	Unit cost (in ₹)
1	Gap analysis of the identified fisheries cooperative and preparation of a suitable business plan including mentoring and institutional charge of 2.5%	1,00,000
2	Need based financial support viz. Office requirements, Office Furniture, and equipment etc.	90,000
3	Training and capacity Building of selected Cooperative	10,000
	Total	2,00,000

6. Modalities for Implementation

6.1. By leveraging the expertise and resources of National Cooperative Development Corporation (NCDC), National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED), Small Farmers' Agri-Business Consortium (SFAC) and Northeastern Regional Agricultural Marketing Corporation (NERAMAC) Limited as an Intermediary Agencies (refer section-8.2, Page No.11), the DoF, GoI shall create support system for formalization and strengthening of fisheries cooperatives. This collaborative approach with an array of interventions like awareness, capacity building, mentorship, financial support, market access, and monitoring, will empower fisheries cooperatives to function as FFPOs. The DoF, GoI will act as the lead agency and NFDB shall coordinate with all the intermediary agencies.

6.2. The breakdown of the implementation modalities is given below:

6.2.1. Outreach for Identification and Mobilization

- a. The identification and mobilization of fisheries cooperatives shall be undertaken through NCDC, NAFED, SFAC, and NERAMAC in the assigned states to them

- b. These intermediary agencies/NFDB shall reach out to the existing active fisheries cooperatives through awareness campaigns regarding the benefits of functioning as FFPOs and financial assistance available.
- c. These agencies will identify the interested and potential cooperatives and mobilise them to apply in NFDP under “Cooperative Module”.
- d. With the help of intermediary agencies, the selection committee shall shortlist and select the fisheries cooperatives for formalization and strengthening through mentoring, capacity building and need based financial support.

6.2.2. Needs Assessment and Capacity Building

- a. The intermediary agencies will do gap analysis of the selected fisheries cooperative. This will include evaluation of their existing infrastructure, governance structure, financial management practices, potential for growth etc. Indicative parameters for gap analysis of selected fisheries cooperative are at Annexure-IV (Page No.167)
- b. Based on the assessment, the intermediary agencies shall prepare a suitable and viable business plan for the selected fisheries cooperative
- c. The intermediary agencies will also design suitable training modules to address the identified gaps in the capacity building needs and impart training accordingly.
- d. Intermediary Agency shall submit the financial proposal for the Needs Assessment and Capacity Building of the selected fisheries cooperative to respective cooperative.

6.2.3. Mentorship and Business Development

Intermediary agencies will extend mentorship and support to handhold fisheries cooperatives on business development.

6.2.4. Market Access and Linkages:

- Intermediary agencies may assist in establishing market linkages with wholesalers, retailers, processors, and potentially even exporters.

- Intermediary agencies will help cooperatives participate in trade fairs and exhibitions to promote their products.

7. Process of Application and Disbursement of Grant

7.1. Application in NFDP

1. All the fisheries cooperatives will be required to register on the National Fisheries Digital Platform (NFDP) developed under PM-MKSSY.
2. For availing the benefits under PM-MKSSY, interested eligible fisheries cooperatives shall make online application in the “**Cooperatives Module**” on NFDP after registration.
3. After successful submission of application, the applicant will be able to track the status of its processing on NFDP. Status of the application will be shared to applicant via registered email and SMS on registered mobile number.
4. Online Application Form is at [Annexure-III](#) (Page No.162)

7.2. Processing of Application

1. There shall be a Selection Committee as per **Section 8.2 (Page No. 65)** to scrutinize and shortlist the application received online through NFDP.
2. The scrutiny of application shall be based on eligibility criteria including technical and economic standard, institutional strength, business potential, sustainability, impact potential, existing infrastructure, resources, demonstrated commitment to collective action etc.
3. Upon preliminary scrutiny by the Selection Committee, in case application is not found fit for consideration within the scope of this Grant, the application shall be summarily rejected with reasons. In case of rejection, the cooperative may apply afresh.
4. In case application is found to have deficiencies or discrepancies upon preliminary scrutiny, the cooperative will be advised to rectify the application by furnishing missing/ additional information online through NFDP for further processing.
5. Application which is found in order and complete in all respect on preliminary scrutiny, the Selection Committee shall refer the shortlisted application to PMU,

DoF. Shortlisted Cooperative will be intimated by PMU about selection for submission of Grant Proposal

6. Flow chart of process of Application is given below in [Figure-1\(Page No.63\)](#)

7.3.Process of Approval of Grant Proposal

1. Selected fisheries cooperative shall submit grant proposal online through NFDP.
2. PMU, DoF shall examine grant proposal and compile their comments/observations for consideration of Grant Sub Committee (GSC).
3. In case GSC finds deficiencies in the grant proposal, the PMU will advise the selected fisheries cooperatives to rectify deficiencies. On receipt of duly rectified grant proposal from the fisheries cooperative, PMU shall examine and submit for consideration of GSC
4. In case the grant proposal is found in order, GSC will make necessary recommendation to GC for its approval and accordingly Administrative Approval and financial sanction shall be issued.
5. Flow chart of approval of Grant proposal is given below in [Figure-2 \(Page No. 64\)](#)

7.4.Fund Disbursement

1. Fund to Primary Fisheries Cooperatives shall be done as per financial sanction on submission of gap analysis and business plan.
2. Intermediary Agency will submit quarterly the bills to DoF and Fund will be disbursed as per the conditions of Financial Sanction for gap analysis and business plan and for imparting training.

7.5.General Condition for Release of Fund

The selected fisheries cooperative shall ensure the following after release of Grant:

1. Submission of gap analysis and business plan within 3 months from the date of issuance of financial sanction.
2. Submission of Utilization Certificate (UC) for the released Grant as per the prescribed proforma under General Financial Rules (GFR).

3. Utilization of the central funds strictly in the lines with the guidelines and no diversion of central funds for any other purpose shall be allowed.
4. Maintenance & preservation of proper records on the expenditure incurred on implementation of the approved proposal/project, produce the same as and when desired by the DoF, Gol
5. Completion of the activities in proposal as per the approved cost and within the planned project period of the sub scheme.

Flow chart of process of Application

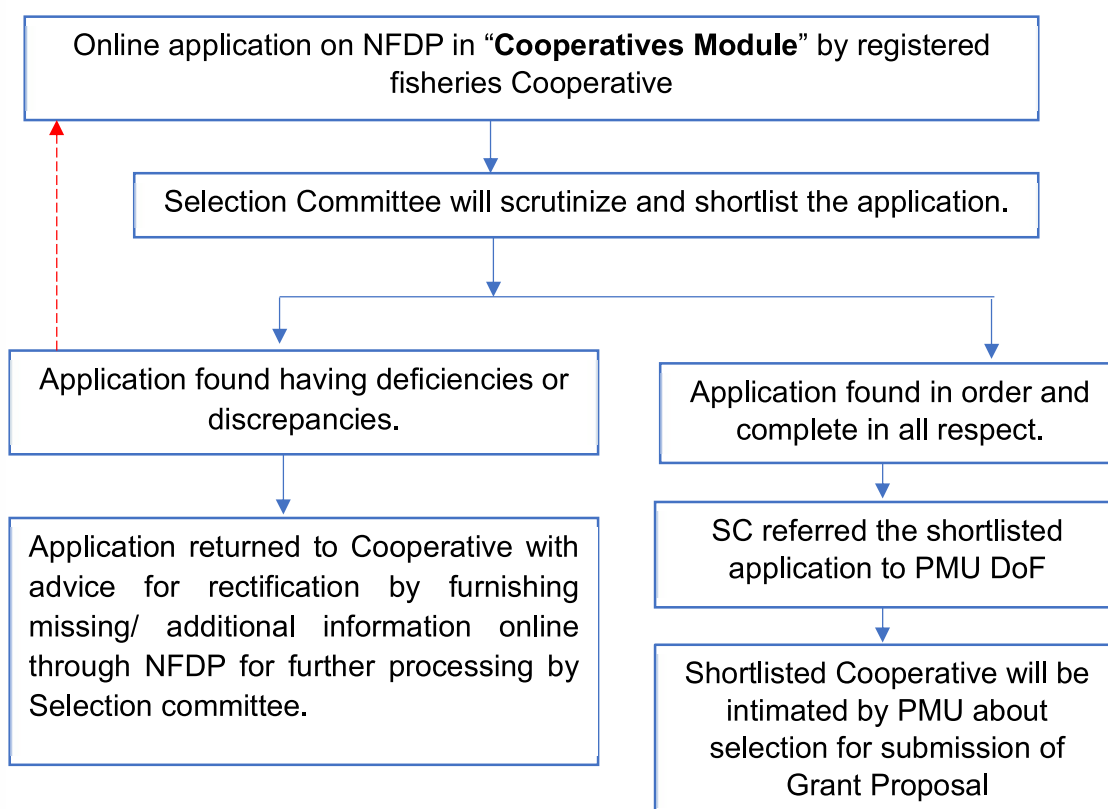


Figure-1: Flow chart of process of Application

Flow chart of process of Approval of Grant Proposal

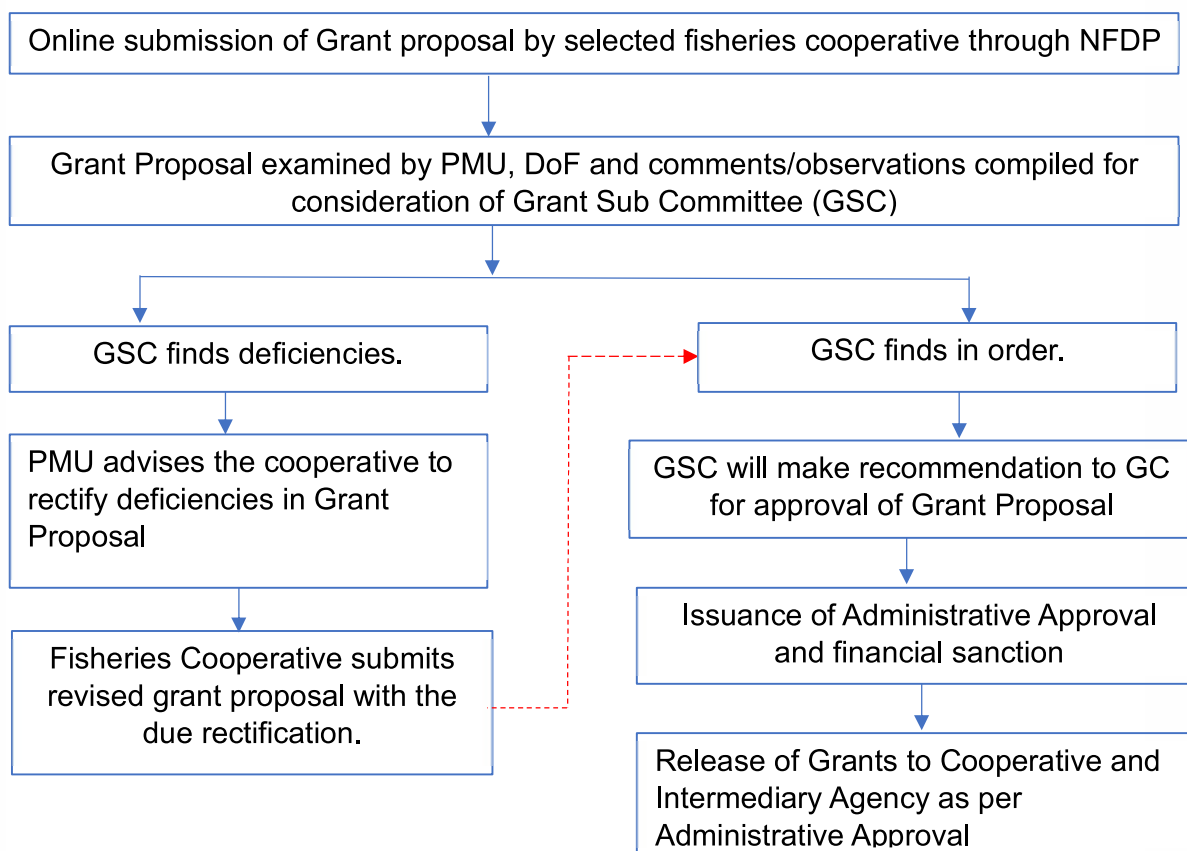


Figure-2: Flow chart of Process of Approval of Grant Proposal

8. Institutional Framework

8.1. Grant Committee

8.1.1. There will be a grant committee in PMU, DoF, GoI headed by the Joint Secretary who is also the Project Director of PMU. The Committee will approve applications of the fisheries cooperatives for issuance of administrative approval and financial sanction.

8.1.2. The composition of Grant Committee will be as follows:

1	Project Director (JS), PMU under DoF, GoI	Chairperson
2	Chief Executive, NFDB	Member
3	Deputy Director General(Fisheries),ICAR	Member
4	Fisheries Development Commissioner	Member
5	Director IFD	Member

6	Director - In charge of the Sub-Scheme	Member
7	Assistant Commissioner (Fisheries), In charge PM-MKSSY	Member-Secretary

8.1.3. The Grant Committee shall be assisted by the Selection Committee for the evaluation and selection of the application of the fisheries cooperative.

8.2. Selection Committee

8.2.1. There shall be a Selection Committee, which will scrutinize and shortlist the applications received online through NFDP from fisheries cooperative and make recommendation for approval of GC. After approval of GC, administrative approval and financial sanction shall be issued.

8.2.2. The composition of Selection Committee will be as follows:

1	Chief Executive, NFDB	Chairman
2	Commissioner/Director of (Fisheries)-States/UTs	Member
3	Representative from NCDC/NAFED/SFAC/ NERAMAC	Member
4	Managing Director, FISHCOPFED	Member
5	Director/DC In charge of Cooperatives, DoF, GoI	Member
6	Assistant Commissioner, DoF-In charge of PM-MKSSY	Member
7	PMU-PM-MKSSY, DoF, GoI	Member
8	ED/SE, NFDB-In charge of Cooperative	Member Secretary

8.2.3. The indicative roles and responsibility of selection committee as given below:

- Scrutiny of online applications received from fisheries cooperative based on pre-determined criteria including technical and economic standard, Institutional Strength, Business Potential, Sustainability, Impact Potential, existing infrastructure, resources, demonstrated commitment to collective action etc.
- Shortlisting of successful application and referring to GC for approval
- Issuance of administrative approval and financial sanction to the beneficiaries

- d) Submitting reports to the Grant Committee on the overall performance of the program, including the selection process, grant disbursement, and the impact achieved by the beneficiaries.

8.3. Intermediary Agencies

8.3.1. For the purpose of formalisation and strengthening of fisheries cooperatives to grow into FFPOs, following agencies will support the selected fisheries cooperatives through mentoring and capacity building:

- a) National Cooperative Development Corporation (NCDC)
- b) National Agricultural Cooperative Marketing Federation of India Ltd.(NAFED)
- c) Small Farmers' Agri-Business Consortium (SFAC)
- d) Northeastern Regional Agricultural Marketing Corporation (NERAMAC) Limited

8.3.2. Zone wise distribution of States/UTs to Intermediary Agencies

Agencies	Zone wise
National Cooperative Development Corporation (NCDC)	Coastal States and UTs Andhra Pradesh, Goa, Gujarat, Karnataka, Kerala, Maharashtra, Tamil Nadu, West Bengal, A & N Island, Daman & Diu, Lakshadweep, Puducherry
National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED)	Northern States and Union Territories Jammu and Kashmir, Ladakh, Himachal Pradesh, Punjab, Haryana, Chandigarh, Uttarakhand, Uttar Pradesh, Delhi
Small Farmers' Agri-Business Consortium (SFAC)	Central and other Eastern Sates Bihar, Jharkhand, Odisha, Telangana, Chhattisgarh, Madhya Pradesh, Rajasthan
Northeastern Regional Agricultural Marketing Corporation (NERAMAC) Limited	Northeastern States/UTs Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura,

8.3.3. Indicative Roles and Responsibility

8.3.3.1. These intermediary agencies will create an enabling environment for formalization and strengthening of fisheries cooperatives and their growth into Farmer Producer Organizations (FFPOs) through mentoring, capacity building, and identified need-based financial support.

- a) For formalization, these agencies will assist fisheries cooperatives to register on NFDP and facilitate access to finance through different Government schemes and institutional credits.
- b) For strengthening, these agencies will provide the necessary training, facilitate in market linkages for cooperatives to become sustainable and profitable businesses.
- c) These agencies will mentor cooperatives in scaling up their operations, diversifying activities, and achieving long-term success.

8.3.3.2. The Indicative roles and responsibilities of Intermediary Agencies:

1. **Support Selection Committee**

- a. Identify potential fisheries cooperatives for their formalization and strengthening
- b. Help the identified fisheries cooperatives for applying on NFDP under “Cooperative Module”
- c. Participate in the selection process as a member of Selection Committee

2. **Mentoring and Capacity Building:**

- a. Provides technical assistance and necessary advice to fisheries cooperatives for organizational development and improved management practices.
- b. Handholding and mentoring fisheries cooperatives on management, governance, leadership development and business planning in the fisheries sector.
- c. Develop training and capacity building modules, impart training and Create awareness about new technologies and innovations in fisheries sector
- d. Provide guidance to fisheries cooperative for functioning as FFPOs
- e. Facilitate knowledge sharing and best practices
Assist fisheries cooperatives in establishing market linkages with wholesalers, retailers, and processors.

- a. Facilitate the sale of fisheries products through its network, ensuring fair prices and market access for cooperatives.
 - b. Facilitate participation of fisheries cooperatives in national/international fairs and exhibitions for better exposure to newer markets and technologies
- 3. Business Development:**
- a. Assist fisheries cooperatives in identifying potential fisheries value chains for FFPOs to focus on.
 - b. Help in developing suitable business plans for FFPOs.
 - c. Facilitate FFPOs in connecting with relevant industry experts/consultants.
4. Any other roles and responsibilities as may be assigned by DoF, GoI

8.4. Roles and Responsibilities of NFDB

- a) Evaluation of application of the fisheries cooperative
- b) Collating list of selected FFPOs with observation and comments for recommending to Grant committee for approval of application

8.5. Role of State/UT Government

The States/UTs will be involved in implementing these activities. The roles and responsibilities of States/UTs, *inter alia*, may include.

- a) Promote activities within their respective jurisdictions and reach out to the intended beneficiaries through cooperatives, civil society organizations, or by collaborating with specialized intermediaries' agencies.
- b) Assist in mobilizing fisheries cooperatives for selection.
- c) Facilitate the venue for training and capacity-building sessions.
- d) Participate in experience-sharing initiatives.
- e) Perform any other tasks entrusted by the DoF.

9. Engagement of Cluster Based Business Organisations (CBBOs)

- a. These Intermediary Agencies may identify suitable CBBOs or any other suitable professional agencies for the ground implementation of this activity.
- b. The Criteria set under the PMMSY for selection of CBBOs will also govern the empanelment and selection of CBBOs for implementation of the PM-MKSSY.
- c. The Implementing Agencies will apply due diligence to ensure that professionally competent CBBOs are transparently engaged to provide professional support services to the identified fisheries cooperatives.
- d. Implementing Agencies engage the competent Cluster Based Business Organizations (CBBOs) primely situated in the closed proximity of identified fisheries cooperatives so as to ensure speedy and smooth implementation of the activities relating to strengthening of the fisheries cooperatives to function as FFPOs under PM-MKSSY.
- e. The CBBOs should have professional experience and exposure in the formation of FFPOs in fisheries and allied sector. Implementing Agencies may engage a consortium of requisite professionals where such organizations are not available.

10. Training and Capacity Building by Intermediary Agencies

- 10.1. An intermediary agency will organize a Training and Capacity Building program for fisheries cooperatives to operate as Fish Farmer Producer Organizations (FFPOs). The intermediary agency shall be adhered to following points while imparting training and capacity building.
 - a) The capacity-building program will be held at a single location for 10 selected fisheries cooperatives.
 - b) From each cooperative 10 management team members and 10 other members shall be selected to participate in the training and capacity building.

- c) Two training sessions will run concurrently: one for the management team and one for the other members.
- d) The intermediary agency will focus on enhancing the management and operational efficiency of the management teams to help them function effectively as FFPOs.
- e) In case, number of cooperative for training is not optimal, intermediary agency may make suitable batch for imparting training as per the conditions.

10.2. Indicative expenditure for the training and capacity building program is given below, where 10 cooperatives will participate, each comprising 10 management team members and 10 other members.

S. No	Particulars	Rate	Amount (in ₹)
1	Honorarium of 4 Master Trainer	2000	8,000
2	TA to Master trainer 1000	1000	4000
3	Lunch, Tea and Snacks	200	40000
4	Training Material/Kit	100	20000
5	Audio Visual Lump Sum	5000	10000
6	Sitting arrangements (Tentage, chairs, etc)	5000	10000
Sub Total Expenditure			92,000
Institutional Charge (5%)			4600
Contingency (Lumpsum)			3400
Total Expenditure			1,00,000

11. Indicative Activities for the Selected Fisheries Cooperative

11.1. The PM-MKSSY aims to enhance operation efficiency of the existing fisheries and aquaculture cooperatives to reap up benefits of increased profits, productivity, and customer satisfaction that result in long-term growth of the identified fisheries cooperative. Through the increasing operational efficiency, reduce costs/expenditure and focused on core and better remunerative business will optimize business operations, creates a better environment for employees and stakeholders to expand by keeping costs under control are the some of the important aspects that need to be given more thrust.

11.2. The intermediary agencies through selected CBBOs will analyze present activities undertaken, capability for undertaking of the proposed activities, profits earned, scrutinize costly expenses, explore possibility of reduction in expenses of the organization, and formulate a profit making business plan with enhanced organization efficiency to make them economic and profit making entity. Some of the suggested activities that CBBOs.

11.3. The CBBOs shall aim to enhance competitiveness, innovation, and growth within the respective fisheries and aquaculture Cooperative. The Business plan will focus in better remunerative activities in the Fisheries sector. The suggested Broad areas/ activities for the identified fisheries cooperatives are indicated below;

a) **Fish Production and Productivity:**

(I.) Through Integration of the fish production strategies and continuously improving practices, fish production can be enhanced and ensuring the long-term economic sustainability of the selected cooperative. Thrust should be given to supply of quality inputs like seed, fingerlings, brood stock, fish feed, fishing nets, fishing implements and such other inputs essential for production. Incorporate advanced aquaculture technologies such as re-circulating aquaculture systems (RAS), Aquaponics, and integrated multi-trophic aquaculture (IMTA), Pen Culture, Cage culture, Raceways, Bio-floc, ornamental fisheries, seaweed cultivation, Coldwater fisheries etc. related fish culture activities for both inland and marine regions.

(II.) Selection of improved breed, species diversification, Optimization of feeding, water quality management, and Disease management, Sustainable fishing practices, Training / education and exposure visit will be incorporated suitably in the business plan.

b) **Post-harvest Management and Infrastructure**

Post harvest infrastructure facilities play crucial roles in the fisheries sector, ensuring the quality, safety, and value of fishery products from the point of harvest until they reach consumers. Thrust should be given to provide need-based production and post-production Infrastructure and equipment like Ice plant, cold storage, refrigerated transport /logistic support fish transport facilities like insulated and refrigerated vehicles/containers, live fish transportation with appropriate technology and use of drone technology etc.

c) Creation and management processing facilities :

Thrust may be given to value addition like cleaning, gutting, filleting, freezing, assaying, Canning, sorting, salting, grading, packing, at fish farm level processing facilities at user charge basis.

d) Marketing and branding

- (I.) Marketing and branding of fish and fishery products play a crucial role in promoting sales, building customer loyalty, and differentiating products in a competitive market. Some strategies for effective marketing and branding of fish and fishery products that are given focus include (i) Branding, packaging, levelling, standardization of products, (ii) Market the aggregated produce with better negotiation strength in marketing channels offering better and remunerative prices, (iii) Facilitate market information about the produce for educated decision-making in production and marketing.
- (II.) Cooperatives may also undertake operation of fish vending kiosks at various urban centres. The cooperatives may also undertake (a) development of fish and fisheries related products / by-products and tie ups for domestic and export sales, (b) use e-platforms/ e-market place to showcase the products, share recipes, engage with customers, and provide educational content about fish and seafood, (c) participating in food festivals, farmers' markets, or industry trade shows to showcase about the products to a wider audience.
- e) While business as main motto, proper waste management in fish processing units to minimize the environmental pollution and health risks associated activities which includes the safe disposal of by-products such as fish offal, wastewater, minimizing of post-harvest losses, and packaging materials etc., are also require due attention in the business plan.

Chapter-5

Adoption of Aquaculture Insurance



1. Introduction

- 1.1. India ranks **second in fish and aquaculture production in the world**⁷. The Indian aquaculture sector is poised to grow by harnessing fisheries from water bodies and adopting technological advancements in aquaculture. Importantly, the Indian aquaculture sector contributes to more than 65% of the total fish production of the country, developing with an estimated growth rate of nearly 10% and engages fish farmers, fishers, and many others across the fisheries value chain.
- 1.2. The growth of the fisheries sector is primarily due to the involvement of the private sector and Government policies and interventions from time to time. However, in spite of sustained growth in the past decade, the fisheries sector still faces multiple challenges. To address infrastructure, technology, and value chain issues, risk mitigation through insurance is required to protect against financial and operational losses.
- 1.3. At present, the fisheries insurance market is at a very nascent stage. Due to its economic viability and importance in exports, the insurance companies currently focus on providing risk coverage for shrimp only. Existing insurance products only cover a few risks, like weather, natural disasters, and diseases, and does not offer protection for certain unique perils for other forms of aquaculture. Therefore, many small-scale aquaculture farmers are not coming forward to purchase available insurance products.
- 1.4. While the Department of Fisheries, Government of India (DoF, GoI) is implementing Group Accident Insurance Scheme (GAIS) for fishers since FY 2021-22, only a pilot project on aquaculture insurance has been undertaken for shrimp/fish culture till now by NFDB under PMMSY. In this context, a component **for creating aquaculture insurance products and their adoption by aquaculture farmers** has been introduced under Pradhan Mantri Matsya Kisan Samridhi Sah Yojana (PM-MKSSY). This will entail development of market for insurance products, and aquaculture farmers will be facilitated to adopt these products through 'one-time incentive'.

⁷ FAO SOFIA 2024

2. Aims and Objectives

The broad aims and objectives of Component 1B of PM-MKSSY *inter alia* include the following:

- 2.1. Develop suitable aquaculture insurance products.
- 2.2. Recognize the developed aquaculture insurance products to build trust and better uptake.
- 2.3. Encourage adoption of aquaculture insurance products by providing 'one-time incentive'.
- 2.4. Enhance demand aggregation of market insurance products for aquaculture.
- 2.5. Facilitate expansion of market for aquaculture insurance products through analytical works on reinsurance and specific sectoral issues.
- 2.6. Promote adoption of Good Aquaculture Practices (GAP) and Good Management Practices (GMP).
- 2.7. Conduct appropriate awareness programs, extension and outreach activities, and provide knowledge support to aquaculture farmers.

3. Eligible Beneficiaries

- 3.1. The eligible beneficiaries for this component under PM-MKSSY will include the following:
 - 3.1.1. Aquaculture (including mariculture) farmers,
 - 3.1.2. Fisheries Micro and Small enterprises in the form of Proprietary Firms, Partnership Firms and Companies registered in India, Societies, Limited Liability Partnerships (LLPs), Cooperatives, Federations, Village Level Organizations like Self Help Groups (SHGs), Fish Farmers Producer Organizations (FFPOs) and Startups practicing aquaculture.
 - 3.1.3. Any other beneficiaries that may be included by DoF, Gol as and when required.

4. Aquaculture Insurance Product Development

4.1. Focus Areas for Developing Aquaculture Insurance Products

- 4.1.1. Aquaculture is a dynamic sector that plays a pivotal role in bolstering food security, providing livelihoods, and contributing to economic growth. Shrimp culture, in particular, stands out as a popular and profitable practice. It has contributed to about 67% in terms of value (₹ 43,135.58 crore) to the country's total marine

exports value (₹ 63,969.00 crore) in FY 2022-23, placing India amongst the leading shrimp producers globally. The prominence of shrimp has not only fueled the expansion of the aquaculture industry but has also underscored the need for sustainable practices and risk mitigation measures.

- 4.1.2. Despite the focus on shrimp, a diverse array of other species of commercial importance exists for aquaculture (including mariculture) such as carps, tilapia, pangasius, catfish, trout, cobia, seabass, silver pompano, shellfish as well as seaweed etc. Each of these species has its own potential for augmenting the country's aquaculture output.
- 4.1.3. The commercial rearing of various aquaculture species thus offers an existing ground to insurance companies for developing, innovating, and marketing appropriate (species-wise, region-wise etc.) aquaculture insurance products. The insurance companies may scale up their existing products or launch new portfolio for aquaculture. These insurance solutions are essential to provide a safety net for producers, ensuring resilience of the sector and supporting its continued growth and diversification beyond shrimp culture.
- 4.1.4. While the insurance companies will develop, scale up, and mobilize resources for creating the aquaculture insurance market, the DoF, GoI will play a catalytic role only by creating awareness and providing 'one-time incentive'.
- 4.1.5. DoF, GoI and NFDB will closely work with insurance companies to facilitate development of appropriate/suitable market insurance products for aquaculture sector, within the scope of PM-MKSSY. This will be a continuous exercise and the 'recognised aquaculture insurance products' developed, will be listed on National Fisheries Digital Platform (NFDP).

4.2. Types of Aquaculture Insurance Products

- 4.2.1. Specific to aquaculture species and culture systems, the following **two types of aquaculture insurance products** will be developed by the insurance companies:
 - 4.2.1.1. **Basic Insurance:** These insurance products will cover yield losses due to non-preventable perils (risks), such as summer kill, pollution, earthquakes, cyclones, floods, other natural calamities, riots, malicious acts of third parties including poisoning, loss of crop due to structural damage of farms etc.

- 4.2.1.2. **Comprehensive Insurance:** These insurance products will cover perils under Basic Insurance and additional perils due to diseases etc.
- 4.2.2. The insurance products developed should be simple and easy to understand, purchase and claim by the insured. In addition, the internal processes designed by the insurance companies, should be easy and smooth to execute within the regulatory framework of IRDAI.
- 4.2.3. In case multiple production units are located within same farm in different locations, then each production unit may be covered under one or separate insurance policies as per the insurance product curated.
- 4.2.4. Upon curation and development of suitable aquaculture insurance products, the list of insurance products should be made available online on the company's website. In order to 'recognize and promote' aquaculture insurance products by DoF, GoI, the list of aquaculture insurance products should also be made available on NFDP.
- 4.2.5. All insurance policies, through the insurance companies listed on NFDP, should be purchased from NFDP only. The insurance companies shall integrate the Application Programming Interface (APIs) of their portals with NFDP to facilitate purchase of listed aquaculture insurance products, grievance reporting etc. through NFDP. The list of insurance products and their details such as product summary etc. should be regularly updated through the API. In addition, premium calculation for policy comparison, online real-time verification, status and monitoring reports etc. too should all be made available on NFDP by the insurance companies as needed.
- 4.2.6. Appropriate marketing and sales promotions should be taken up by the insurance companies to mobilize and attract aquaculture farmers for boosting uptake of their insurance products. The insurance companies may avail services of insurance intermediaries for the same.

4.3. **Period of Insurance Coverage**

- 4.3.1. The insurance companies may decide on the insurance cover period depending on the species cultivated, stage of the yield and Days of Culture (DoC). As the duration of a crop cycle may vary from species to species, various combinations of aquaculture insurance cover period as per insured's needs should be

developed. In addition, options should be given to the insured to choose from various species-specific aquaculture insurance products.

- 4.3.2. The insurance companies may also keep provisions for extension of chosen policy beyond the opted coverage period so that the insured may opt for the extension upon payment of due insurance premium before the expiry of the original insurance cover.

4.4. **Sum Insured and Insurance Premium**

- 4.4.1. Value of sum insured shall vary depending on the value of species cultured, associated input and operational costs including seed, feed, additives, electricity, labour cost etc. and any other incidental expenses. The insurance companies may adopt a chart of standard sum insured based on species and DoC or they may adopt any other standard based on costs borne by the aquaculture farmer.
- 4.4.2. Insurance companies may give an Insured Declared Value of Input Cost (IDICV) as per the plan of stocking and farming based on local conditions. The insurance companies may also refer to the NABARD norms for unit costs in this regard.
- 4.4.3. The insurance companies may refer to these guidelines to deliberate, innovate and curate aquaculture insurance products. The indicative parameters stated in these guidelines attempt to provide a baseline for curating aquaculture insurance products and are not exhaustive in nature. These indicative parameters may vary based on the market research and assessment conducted by the insurance companies for product development.

5. **Purchase of Aquaculture Insurance**

- 5.1. In line with Section 3 of these guidelines, eligible beneficiaries can purchase aquaculture insurance that is best suited to them. If assistance is required, they may refer to the FAQs or user guide video on NFDP / may contact the nearest Common Service Center (CSC), insurance brokers and insurance intermediaries for help and hand holding for registration and/or application for aquaculture insurance on NFDP.
- 5.2. Eligible beneficiaries who want to buy aquaculture insurance shall register on NFDP and use the 'Insurance' module to search for aquaculture insurance products.

- 5.3. The product details, premium calculator etc. of insurance products offered by various insurance companies will be listed on NFDP through API integration. The beneficiary will be able to compare insurance premiums by filling in few details and checking the product summary on NFDP.
- 5.4. Upon selection of the insurance product, applicant will be redirected to the respective insurance company's portal/website/app for purchasing the insurance product and payment of the premium as per the terms & conditions of the respective insurance companies. In addition, the applicant also needs to submit all the necessary documents required by the insurance companies. Insurance companies should make all efforts to process the proposals received through NFDP in the shortest possible time period. The unique registration number generated on NFDP as the 'work-based identity' for the beneficiary should be used/quoted as reference in all instances.

6. Aquaculture Insurance 'one-time incentive'

6.1. Provisions under PM-MKSSY for Aquaculture Insurance 'one-time incentive'

- 6.1.1. PM-MKSSY offers provisions to facilitate the adoption of insurance for coverage of aquaculture farms across the country by incentivizing crop insurance and boosting its off-take. Farmers engaged in newer forms of aquaculture such as cage culture, RAS, bio-floc, raceways and other types of aquaculture practices like mariculture and cold-water fisheries will be encouraged to purchase insurance products.
- 6.1.2. A 'one-time incentive' will be provided as follows:
 - 6.1.2.1. To the willing farmers with farm size of 4 hectares of Water Spread Area (WSA) and less.
 - 6.1.2.2. Against purchase of aquaculture insurance at the rate of 40% of the cost of premium subject to a limit of ₹ 25,000 per hectare of WSA of the aquaculture farm. Maximum incentive payable to single farmer will be ₹ 1,00,000 and maximum farm size eligible for incentive is 4 hectares of WSA.
 - 6.1.2.3. If the farm size is less than 1 hectare WSA, the admissible incentive shall be paid on pro-rata basis.
 - 6.1.2.4. For aquaculture systems other than farms such as cage culture, RAS, bio-flocs, raceways, etc. the incentive payable is 40% of premium.

Maximum incentive payable is ₹ 1,00,000 and the maximum unit size eligible will be of 1800 m³.

- 6.1.3. The aforesaid benefit of '**one-time incentive**' will be provided for aquaculture insurance purchased for '**one crop cycle**' only.
- 6.1.4. SC, ST and Women beneficiaries shall be provided an additional incentive @10% of the incentive payable for General Categories. To illustrate, for an aquaculture farm size of 1 hectare WSA, the limit of one-time incentive will be ₹ 27,500 in place of ₹ 25,000 and for farm size of 4 hectares WSA, the one-time incentive will stand at ₹ 1,10,000 in place of ₹ 1,00,000.
- 6.1.5. In all the above cases, the 'one-time incentive' amount will be paid in 'one go' (not in tranches) directly to the beneficiary through **Direct Benefit Transfer** (DBT) and not to the insurance company.
- 6.1.6. Conditions for providing 'one-time incentive':
 - 6.1.6.1. Ponds located in different areas/survey numbers/revenue record 'One-time incentive' will be provided to applicants with WSA upto 4 hectares or maximum production unit size eligible will be of 1800 m³
 - 6.1.6.2. Single unit / multiple units covered within the eligible production area of 4 hectares WSA or maximum production unit size eligible will be of 1800 m³ shall be eligible for the 'one-time incentive' only once for culturing either same or different species.
- 6.1.7. Comprehensive extension and communication program including outreach and awareness campaigns should be planned and implemented for the enhanced uptake of the insurance products and demand aggregation under PM-MKSSY.

6.2. **Process for Claiming 'one-time incentive' Against the Purchase of Aquaculture Insurance**

- 6.2.1. After purchase of the insurance policy, the insured shall submit a claim for availing the 'one-time incentive' through the 'Insurance' module on NFDP in the following manner:
 - 6.2.1.1. The insured shall put his aquaculture insurance policy and personal details and click on the 'submit' button for real-time verification of the insurance policy by the insurance companies.
 - 6.2.1.2. The insured may add multiple insurance policies within the eligibility criteria to claim the 'one-time incentive'. All insurance policies used for claiming the 'one-time incentive' on NFDP should be active and eligible.

Insurance policies identified by the insured, will be verified on real-time basis with the insurance companies and an approximate 'one-time incentive' will be displayed on NFDP for the eligible insurance policies.

6.2.1.3. Upon reviewing and submitting, the insured should submit the 'one-time incentive' claim form on NFDP for approval and disbursement by NFDB.

6.2.1.4. The insured will be asked to confirm his bank account details as provided on NFDP before initiating the disbursement. The insured must confirm that the details submitted on NFDP are correct and the account is active.

6.3. Processing of the 'one-time incentive' Claim Application

6.3.1. For processing the 'one-time incentive' claim application received online through NFDP, the respective insurance company will be required to confirm the issuance of the policy.

6.3.2. Upon confirmation, NFDB shall internally verify the claim application and upon approval, process the 'one-time incentive' payment immediately and disburse the incentive amount directly to the insured's bank account as given on the NFDP portal.

6.3.3. The incentive amount should be credited to the insured's bank account within 7 working days from the date of online submission of 'one-time incentive' claim application.

6.3.4. If the 'one-time incentive' is not received in the insured's bank account within the stipulated time, then the insured may represent his case in the 'Insurance' module on NFDP through the 'Grievance' section. All such grievances will be directed to the PMU, NFDB for resolution and the same should be resolved within 15 days. The status should be updated on NFDP accordingly.

6.3.5. All the General Financial Rules, Regulations and Procedures along with financial and procurement norms agreed with World Bank shall be adhered to while disbursing the one-time incentive against the purchase of the insurance product.

7. Process for Aquaculture Insurance Claim Settlement by the Insurance Companies

7.1. In the event of occurrence of the peril covered, the insured shall immediately intimate the insurance company about it to initiate the insurance claim process.

The insurance companies may consider the following steps for chalking out the insurance claim process, in line with its business mandate and regulatory frameworks:

Sl.no	Indicative actions required to be taken	Action to be taken by
1.	Insurance company should be intimated through the Centralized Toll-Free Number / insurance company's dedicated toll-free number or website/insurance broker/ other authorized intermediaries as stated in the claim procedure	Insured
2.	Submission of documentary proofs/evidence as per policy terms & conditions of the insurance company	Insured
3.	Appointment of the loss assessor	Insurance company
4.	Loss assessment and submission of report	Loss assessors
5.	Claim-payment to affected insured	Insurance company
6.	Status update on the claim on insurance company's website/portal	Insurance company

The above process of loss intimation and claim settlement should be completed within 30 days in case of shrimp culture and 45 days for other types of aquaculture.

7.2. Loss Intimation

- 7.2.1. In the event of occurrence of the peril covered, the insured should intimate the concerned insurance company within 72 hours from the occurrence of the peril in case of natural calamities and within 24 hours in case of occurrence of disease(s), malicious act(s) and/or other perils.
- 7.2.2. The intimation can be made through the insurance company's website or portal or app/ Toll-Free number / Email / landline number/ brokers/ other local authorized intermediary as identified by the concerned insurance company. The modes of

communication used by insurance companies must be active and operational for prompt action on claim notifications.

- 7.2.3. Insurance companies must provide a list of requirements in the relevant section of the company's website/portal that will be required for loss assessment, claim processing and claim settlement. This may *inter alia* include insured's Know Your Customer (KYC) details (address, business details etc.), proof substantiating the loss during event such as newspaper cuttings, good-quality photographs, videos of the loss including the event site, copy of police complaint, statement of witnesses, book of accounts, bills and receipts of expenditures, laboratory certificates, samples in case of loss caused by diseases etc.
- 7.2.4. For providing the required information by the insured, the insurance company's website/portal should display the prescribed formats in regional languages which are easy to access, comprehend and fill in. The website should also indicate the deadline for submission of the required information.
- 7.2.5. The status of the claim application (Approved/ In process / Rejected) shall be updated on the concerned insurance company's website/portal and the same shall be intimated to the insured through email and SMS by the respective insurance company.
- 7.2.6. Insurance companies shall be solely responsible for identifying their internal processes for product development (customisations, innovation etc.), insurance product application, application approval/rejection, appointment of loss assessors, claim application and verification processes, product marketing, promoting and sales and other processes as deemed necessary as per the Insurance Regulatory and Development Authority of India (IRDAI) and other regulatory guidelines.
- 7.2.7. In case of any fraudulent claim applications, the applicant will face monetary penalties of two times the sum insured, legal procedure, if any, and any other penalties as per the terms & conditions of the insurance company.

7.3. Loss Assessment and Claim Settlement

- 7.3.1. The insurance company should assign a loss assessor in accordance with the IRDAI provisions for assessing the losses due to the occurrence of the perils covered.
- 7.3.2. The loss assessor should be competent and well-versed with the nuances of the fisheries sector.

- 7.3.3. A committee will be formed under NFDB to empanel surveyors, loss assessors and authorized representative of the insurance company for evaluating and determining the losses from the occurrence of perils covered. If these empaneled surveyors are not recognised by IRDAI, NFDB will take necessary action to get them recognised by IRDAI. The insurance companies may utilize the services of the empaneled loss assessors as and when required.
- 7.3.4. Alternatively, the insurance companies may empanel their own surveyors and loss assessors for verifying and evaluating the claims and losses intimated by the insured.
- 7.3.5. The loss assessor/authorized representative of the insurance company assigned should thoroughly carry out the assessment process with due diligence such as verifying all proofs and evidence through manual and physical inspections.
- 7.3.6. The insured shall permit the authorized representative of the insurance company to inspect the project insured. The loss assessor/authorized representative of the insurance company shall have full access to the affected site for inspection and relevant documents required for assessing the loss.
- 7.3.7. The insurance companies may encourage/employ the use of AI-based technologies for assessment, data base management, real-time incident reporting or other purposes.
- 7.3.8. The insured shall extend full co-operation to loss assessor/field functionaries during the assessment and verification process. The insured shall comply with all regulations of the insurance company and conditions of the policy purchased.
- 7.3.9. The loss assessor should complete the assessment and submit the loss assessment report with the findings and recommendation on approval/rejection of the claim along with settlement amount within the timeframe allocated by the insurance company for the exercise.
- 7.3.10. The loss assessor should conclude the loss assessment and submit the report in a timely manner. In case of proposing 'rejection' he should support the recommendation with valid reasons.
- 7.3.11. Based on the loss assessment report and other relevant documents/ evidences as deemed necessary by IRDAI, the insurance company should take a final decision on the 'Approval or Rejection' of the insurance claim application and the claim settlement amount.

7.3.12. Upon approval of the claim application, the claim settlement should be processed and directly credited to the insured's bank account, within the stipulated timeline.

8. Grievance Redressal Mechanism

- 8.1. The existing grievance redressal mechanism of the respective insurance company will be effectively utilised in line with the Regulation 5 of IRDA Regulations for Protection of Policyholders Interests, 2002 for resolution and disposal of grievances of insurance seeker/ insured related to aquaculture insurance policy and claim settlement.
- 8.2. For this purpose, the insurance companies shall incorporate provisions for aquaculture insurance in their Grievance Redressal Policy filed with IRDAI. In addition, a designated Grievance Officer of a senior management level must be appointed as per the regulations.
- 8.3. Insurance companies should clearly define the system and procedure for receiving, registering, and disposing of grievances. Process pertaining to categorisation of the complaints, modes to be used for filing grievances and other communication, Turnaround Time (TAT) for acknowledgement and action, disposal and closure of grievances etc. must be clearly defined. In addition, the beneficiaries must be made well-aware of the same.
- 8.4. NFDP shall facilitate regular monitoring of the status of the grievances and their redressal by PMU, NFDB.
- 8.5. A monitoring committee headed by PD of PMU, NFDB will review the status of the grievances and their redressal. Insurance companies shall submit periodic online reports through NFDP on the grievances and action taken for their redressal to PMU, NFDB. The committee shall include representatives from DFS, IRDAI, ICAR institutes, empaneled loss assessor, concerned insurance company and farmer associations.

Chapter-6

Performance Grant Disbursement for Component 2 and Component 3



1. Introduction

1.1. During the recent pandemic, weaknesses were exposed in fisheries and aquaculture sector which highlighted the need to mitigate the vulnerabilities of the sector by addressing the gaps in the fisheries and aquaculture value chains. It would need improvement of the value chain efficiencies and integration or collectivization of microenterprises wherever feasible through suitable interventions. Further, with the increasing consciousness among the consumers with respect to nutrition, food safety and hygiene, the demand for the quality and safe fish and fisheries products has also increased. This necessitated to include elements of hygiene and safety standards along the value chain.

1.2. Therefore, provisions have been made under this Sub-scheme to provide performance grant under Component 2 for supporting fisheries and aquaculture microenterprises to improve fisheries sector value chains efficiencies; and under Component 3 for adoption and expansion of fish product safety and quality assurance systems by fisheries and aquaculture micro- and small- enterprises.

2. Aims and Objectives

The broad aims and objectives of the components are:

1. Addressing the weaknesses of the value chains to increase efficiency and productivity
2. Facilitating integration and consolidation of fisheries value chains
3. Promoting creation of a support ecosystem necessary for effective value chain functioning and necessary common services .
4. Promoting decarbonisation, improved energy efficiency, and use of renewables in the value chains
5. Promotion of safety standards and quality assurance systems
6. Expanding domestic market for fish and fishery products
7. Increase availability of safe fish and fishery products for the consumers
8. Enhancing climate resilience, improved hygiene, and waste/pollution management.
9. Integration or collectivization of microenterprises
10. Creation of employment opportunities with focus on women

3. Eligible Beneficiaries

The intended beneficiaries under the Component 2 and Component 3 of the Sub-Scheme are:

2. Fishers, Fish (Aquaculture) Farmers, Fish workers, Fish Vendors or such other persons directly engaged in fisheries value chain.
3. Fisheries and Aquaculture Micro- and Small- enterprises in the form of Proprietary Firms, Partnership Firms and Companies registered in India, Societies and Limited Liability Partnerships (LLPs). Fisheries and Aquaculture micro enterprise shall also include the individuals as indicated at point 1 above.

Note: For the purpose of this Sub-scheme, fisheries and aquaculture micro- and small- enterprises include enterprises that undertake one or more activities along fisheries and aquaculture value chains including aquaculture farms/fishing activities etc. These activities will also include associated ancillary/support services, manufacturing of inputs, value addition, wholesale and retail fish businesses, logistics, marketing and associated activities and services. These fisheries sector micro- and small- enterprises will be defined according to the financial size limit as notified by Government of India under Micro, Small and Medium Enterprises Development Act, 2006 from time to time.

Presently, financial size limits for micro- and small- enterprises as notified by the Ministry of Micro, Small and Medium Enterprises, Government of India vide S.O. 1702(E) dated 1st June 2020 are as follow:

- a. a micro enterprise, where the investment in Plant and Machinery or Equipment does not exceed Rs. 1 crore and turnover does not exceed Rs. 5 crores.
 - b. a small enterprise, where the investment in Plant and Machinery or Equipment does not exceed Rs. 10 crore and turnover does not exceed Rs. 50 crores.
4. Cooperatives, Federations, Village Level Organizations like Self Help Groups (SHGs), Fish Farmers Producer Organizations (FFPOs) and Startups engaged in fisheries and aquaculture value chains.
 5. FFPOs also include Farmers Producer Organizations (FPOs).

6. Any other beneficiaries that may be included with the approval of CAC.

4. Modalities for Implementation of Performance Grants Components

4.1. In order to achieve the above-mentioned objectives, Performance Grant will be provided under the following two components:

- a. Component 2: Supporting micro enterprises to improve fisheries sector value chains' efficiencies and creation and maintenance of jobs with priority for women.
- b. Component 3: Adoption and expansion of fish product safety and quality assurance systems and creation and maintenance of jobs with priority for women by fisheries and aquaculture micro- and small- enterprises

4.2. Component for Supporting Microenterprises to Improve Fisheries Sector Value Chains Efficiencies

4.2.1. Under this Component, financial support will be provided in the form of performance grant to eligible beneficiaries for retaining in production and distribution, creation, and maintenance of jobs, and for further investment to improve value chain efficiencies. Emphasis will be laid on decarbonisation, improved energy efficiency, and use of renewables, on enhancing climate resilience and on improved hygiene and waste/pollution management.

4.2.2. Fisheries and Aquaculture sector value chains

A value chain is a full range of activities that are required to bring a product or service from its conception to the final consumers. This includes activities such as design, production, processing, marketing, distribution, and support services.

In fisheries and aquaculture sector, value chains have several units positioned at various stages. These may include seed units, production units, processing units, feed units, marketing units and support services such as disease diagnostic units, equipment manufacturing units, logistics units etc. Such units may perform a single activity only or a combination of two or more activities. **An illustrative list of value chains in fisheries and aquaculture sector is at [Annexure-V \(Page No. 170 & 171\)](#)**

4.2.3. The performance grants will be provided to fisheries and aquaculture micro enterprise on transparent and measurable criteria. Further, performance grant will be based on performance/outcomes assessed against the baseline information provided by the beneficiary in the proposal.

4.3. Component for Adoption and Expansion of Fish and Fishery Product Safety and Quality Assurance Systems

4.3.1. Under this Component, financial support will be provided in the form of performance grants to fisheries and aquaculture micro- and small- enterprises for adoption of safety standards and quality assurance systems for fish and fisheries products in the value chain, creation, and maintenance of jobs. This will expand domestic market through increased supply of safe fish and fishery products which will attract new consumers. This in turn will help in revival of production in the related value chains to the expected levels and cushioning the impact of sudden drops in exports demand. Beneficiaries will be encouraged to adopt best management practices including disease management, waste management, quality and safety standards, traceability, certification, technology interventions etc.

4.3.2. For the purpose of incentivizing adoption and expansion of fish and fishery product safety and quality assurance systems, illustrative activities and areas of operations will *inter alia* include the following.

- a. Setting up of retail vending kiosks and required cold storages and other equipment in targeted urban market.
- b. Upgradation and renovation of infrastructure facilities related to fish production, processing, storage, transportation, and marketing to ensure hygienic handling and storage and production of safe fish.
- c. Collection and treatment facility for wastes
- d. Investment for inputs such as assured quality seed and feed
- e. Transport and Distribution network and equipment including cold/refrigerated transport and cold storage.
- f. Adoption of best management practices across the value chain

- g. Implementation of Hazard Analysis and Critical Control Points (HACCP) for fish processors and exporters
- h. Adoption of standard and certification across the value chain
- i. Establishment of Traceability system including the use of blockchains and other technology-driven solutions
- j. Implementing biosecurity measures in aquaculture facilities to prevent disease outbreaks.
- k. Establishing or upgrading testing facilities/ laboratories for seed, feed, fish and fishery products for safety and quality assurance
- l. Implementing digital solutions for real-time monitoring of fish quality parameters during production, transport, and storage
- m. Adoption of sustainable processing and packaging technologies for fish products

Above mentioned list for adoption of fish safety and quality assurance is indicative only. The CAC of PMMSY may add or delete the activities as per sectoral needs and progress during course of Sub scheme implementation.

4.3.3. The performance grants will be provided to fisheries and aquaculture micro- and small- enterprise on the basis of quantifiable and measurable criteria. Further, performance grant will be based on performance/outcomes assessed against the baseline information provided by the beneficiary in the proposal.

4.4. Computation of Performance Grants

4.4.1. The performance grants will be provided to fisheries and aquaculture micro- and small- enterprises based on transparent and measurable criteria. An applicant shall be eligible for availing the benefits of Performance Grant under either of the two components *viz.* Component 2: Supporting microenterprises to improve fisheries sector value chains efficiencies; or Component 3: Adoption and expansion of fish and fishery product safety and quality assurance systems. Thus, an applicant shall not be eligible for availing benefits of both components at any point of time.

4.4.2. The quantum of performance grant under both components shall be computed on the basis of following criteria:

4.4.2.1. Component 2: Supporting microenterprises to improve fisheries sector value chains efficiencies.

S. No.	Entity	Performance Grant		Eligible Investment
		General Category	SC, ST, and Women owned microenterprises	
1	Fisheries and Aquaculture Microenterprise including individuals	Performance Grant shall not exceed 25% of the total investment or ₹ 35 lakhs, whichever is lower	Performance Grant shall not exceed 35% of total investment or ₹45 lakhs, whichever is lower	The total investment shall consist of expenditure incurred on capital investments made on new plant and machinery, equipment including technical civil/electrical works and
2	Village Level Organizations and Federations of SHGs, FFPOs and Cooperatives	Performance Grant shall not exceed 35% of total investment or ₹200 lakhs, whichever is lower.		associated infrastructure, transport and distribution infrastructure, energy efficient devices including Renewal Energy devices, technology interventions, such other interventions leading to improvement in value chain efficiency; and salary bills for additional jobs created in the year of application made under the scheme.

4.4.2.2. Component 3: Adoption and expansion of fish product safety and quality assurance systems

S. No	Entity	Performance Grant		Investment Description
		General Category	SC, ST, and Women owned microenterprises	
1	Fisheries and Aquaculture microenterprise including individuals	Performance Grant shall not exceed 25% of the total investment or ₹35 lakhs, whichever is lower	Performance Grant shall not exceed 35% of total investment or ₹45 lakhs, whichever is lower	Total investment for the purpose shall consist of the expenditure incurred on a) capital investments made on new plant and machinery, b) equipment including technical civil/electrical works and associated infrastructure, c) transport and distribution infrastructure, d) collection and treatment facility for wastes, e) disease management, best management practices, standards, certification and traceability, technology interventions, and such other investments leading to production and supply of safe fish and f) salary bills for additional jobs created in the year of application made under the scheme.
2	Fisheries and Aquaculture small enterprise	Performance Grant shall not exceed 25% of total investment or ₹75 lakhs, whichever is lower	Performance Grant shall not exceed 35% of total investment or ₹100 lakhs, whichever is lower	
3	Village Level Organizations and Federations of SHGs, FFPOs and Cooperatives	Performance Grant shall not exceed 35% of total investment or ₹200 lakhs, whichever is lower.		

4.4.3. Investment made on or after 1st April 2023 will be considered as eligible investments for availing performance grant either in Component 2 or in Component 3.

4.4.4. Claim against investment made on salary bills for creation of additional Jobs shall not exceed 25% of the total investment in availing the performance grants under both Component 2 and Component 3.

4.4.5. Investment made for salaries for additional jobs creation during the first year of operation shall only be considered for the computation of total eligible investment for the Performance Grant under component 2 and Component 3

4.5. Criteria for providing the Performance Grant

The criteria for evaluation of the performance grant are as follows:

4.5.1. Component 2: Supporting microenterprises to improve fisheries sector value chains efficiencies.

1. Number of jobs created and maintained; including jobs created and maintained for women.
2. Investments made in the value chain for increasing the value chain efficiency.

4.5.2. Component 3: Adoption and expansion of fish product safety and quality assurance systems

1. Number of jobs created and maintained; including jobs created and maintained for women.
2. Investments made on fish and fishery products safety and quality assurance in the value chain.

4.6. Relative Weights of Performance Criteria

The relative weights for computation of performance grant will be in the following manner.

4.6.1. Component 2: Supporting microenterprises to improve fisheries sector value chains efficiencies.

Performance Criteria	Share in Performance Grant
Jobs Created	50%
Investment made in value chain for increasing the value chain efficiency.	50%

4.6.2. Component 3: Adoption and expansion of fish product safety and quality assurance systems

Performance Criteria	Share in Performance Grant
Jobs Created	50%
Investment made on fish and fishery products safety and quality assurance in the value chain	50%

4.7. Performance Grant Disbursement Criteria

4.7.1. The criteria of performance Grant disbursement under Component-2 and Component-3 are mentioned below:

Performance Criteria	Share in Performance Grant	Performance Grant disbursement criteria	
		Woman	Man
Jobs Created	50 percent	For each job created and maintained for a woman an amount of ₹15,000 per year will be paid	For each job created and maintained for a man an amount of ₹10,000 per year will be paid
		The payments in this manner will be continued till the end of the scheme period subject to the limit of 50% of total eligible performance grant.	
Investment made	50 percent	Performance grant for investments made will be disbursed after completion of the investment subject to the limit of 50% of the total eligible performance grant.	

4.7.2. Performance Grant will be disbursed in the following manner:

- (i) The disbursement of the Performance Grant shall be made against the claim submitted by the beneficiary.

- (ii) The claim for disbursement of Performance Grant towards creation and maintenance of jobs shall be considered for disbursement on the completion of first year of operation of the project.
- (iii) The claim for disbursement of Performance Grant towards investment made shall be done in two instalments as mentioned below.
 - (a) 1st Instalment: 50% of eligible Performance Grant against investment made will be released on completion of the investment and furnishing the necessary supporting documents for the same.
 - (b) 2nd Instalment: 50% of eligible Performance grant against investment made will be released after 3 months of operation of the project upon verification by V&MCs

4.7.3. The payments of the performance grant for Jobs created and maintained will continue till the end of the scheme period (FY 2026-27) subject to the limit of 50% of total eligible grant. The balance performance grant, in case any, will lapse on the completion of planned period of the sub scheme.

4.8. Illustration of Performance Grant Computation

4.8.1. In case of a male applicant of general category

In case an investment of ₹ 1 Cr is made with target to employ 20 persons, out of which 10 are women.

Total eligible performance grant: 25% of ₹ 1 Cr i.e., ₹ 25 Lakh

- (a) Jobs Created (50% of ₹ 25 Lakh): ₹12.5 Lakh
- (b) Investment made (50% of ₹ 25 Lakh): ₹12.5 Lakh

(i) Performance Grant Disbursement against Jobs creations:

One Year after operation of the project	Women	Men
Year-1	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0Lakh
Year-2	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0 Lakh
Year-3	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0 Lakh

In case the project commenced in month of July 2024, the beneficiary could claim the performance grant against the Jobs created and maintained from August 2025 for the preceding years. Same will be followed for the subsequent years also.

The payments of the performance grant for Job created and maintained in this manner will be continued till the end of the scheme period (FY 2026-27) subject to the limit of 50% of total eligible grant. The balance performance grant, if any, will lapse on the completion of planned period of the sub scheme.

(ii) Performance Grant Disbursement against Investment made:

- a) 1st Instalment: 50% of ₹12.5 Lakh after making the investment as per pre-decided criteria under the component.
- b) 2nd Instalment: 50% of ₹12.5 Lakh after 3 months of operation of the project

4.8.2. In case of a SC, ST, or Women applicant.

In case an investment of ₹ 1 Cr is made with target to employ 20 persons, out of which 10 are women.

Total eligible performance grant: 35% of ₹ 1 Cr i.e., ₹ 35 Lakh

- a) Jobs Created (50% of ₹ 35 Lakh): ₹17.5 Lakh
- b) Investment made (50% of ₹ 35 Lakh): ₹17.5 Lakh

(i) Performance Grant Disbursement against Jobs creations:

One Year after operation of the project	Women	Men
Year-1	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0Lakh
Year-2	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0 Lakh
Year-3	₹15,000 per year x 10 =₹1.5 Lakh	₹10,000 per yearx10 =₹1.0 Lakh

In case the project commenced in month of July 2024, the beneficiary could claim the performance grant against the Job created and maintained from August 2025 for the preceding years. Same will be followed for the subsequent years also.

The payments of the performance grant for Jobs created and maintained in this manner will be continued till the end of the scheme period (FY 2026-27) subject to the limit of 50% of total eligible grant. The balance performance grant, if any, will lapse on the completion of planned period of the sub scheme.

(ii) Performance Grant Disbursement against Investment made:

- a) 1st Instalment: 50% of ₹17.5 Lakh after making the investment as per pre-decided criteria under the component.
- b) 2nd Instalment: 50% of ₹17.5 Lakh after 3 months of operation of the project

5. Application for Performance Grants

- 5.1. A National Fisheries Digital Platform (NFDP) is available under this Sub-Scheme and all the stakeholders will be mobilized to register.
- 5.2. For availing the benefits under “Component 2” and “Component 3”, interested eligible fisheries and aquaculture micro- and small- enterprises shall make online application in the relevant module on NFDP after registration.
- 5.3. At this stage, the submitted application shall be called Preliminary Grant Application (PGA). Applicant shall ensure that PGA is carefully completed providing all the required details correctly.
- 5.4. An applicant shall not be considered for availing benefits under both the components at any point of time.
- 5.5. After successful submission of application, the applicant will be able to track the status of its processing in NFDP. Status of the PGA will be shared to applicant via registered email and SMS on registered mobile number.
- 5.6. In case of any deficiency in the application or requirement of any additional document(s), the applicant shall be intimated for compliance through NFDP.
- 5.7. **The Cut-off date of PGA Application shall be 31st March 2026**
- 5.8. Aggregated Application**
 - 5.8.1. The fisheries value chain encompasses key activities such as fishing, aquaculture, processing, transport, wholesale, and retail marketing etc. These

activities can be carried out by a single enterprise or multiple enterprises in a specific value chain. In case multiple enterprises are involved, they may submit an aggregated application to receive benefits of performance grant under component 2 or component 3 for enhancing efficiencies of integrated value chain activities or for the adoption of a quality assurance system for safe fish.

5.8.2. In such cases, all individual enterprises within the value chain must be registered in the NFDP. The aggregated application will be treated as a single application for availing performance grants. However, the performance grant will be computed separately for each enterprise in the proposed value chain activities, and the disbursement of the eligible performance grant will be made accordingly.

5.9. Refer [Annexure -VI \(Page No.172\)](#) for Components of PGA, [Annexure-VII](#) (page no-173) for format of online cover letter, [Annexure-VIII](#) (Page No.174) for online application of PGA, Annexure-IX (page No.188) for self-declaration online form and [Annexure-X](#) (Page No.190) for key documents

5.10. Processing of Application

5.10.1. Screening of PGA

7. The PGAs received online in NFDP shall be scrutinized by the Performance Grants Management Consultants (PGMC) under the PMU, DoF, GoI. The scrutiny of PGA shall be based on pre-determined criteria ensuring that it fulfils the respective objectives of the component 2 and Component 3, including technical, economic, environmental & social standards.
8. Upon preliminary scrutiny by the PGMC, in case PGA is not found fit for consideration within the scope of performance grants, the PGA shall be summarily rejected with reasons.
9. In the case of such rejection, applicant may submit a fresh PGA addressing the assigned reasons of rejections.
10. Upon preliminary scrutiny by the PGMC, in case PGA is found to have deficiencies or discrepancies, the applicant will be advised for rectification by furnishing missing/ additional information online through NFDP for further processing.

11. PGA which is found in order and complete in all respect on preliminary scrutiny by PGMC, its summary/details shall be forwarded online through NFDP to Verification & Monitoring Consultants (V&MC) for field verification and status shall be intimated to applicant.
12. In case the proposal is well within the scope of the two components but is not itemized under the indicative lists of activities referred to in paragraphs 4.2.2 and 4.3.2 above, the proposal shall be taken for consideration of CAC through Grant Sub Committee (GSC) before processing further.

5.10.2. Field Verification of PGA by V&MCs

1. Upon receiving the summary/details of the PGA from PGMC online through NFDP, the lead institution of Consortium of University (CoU) will assign the task of field verification to their concerned regional V&MC partner.
2. The concerned V&MC partner shall verify the credentials and information submitted by the Applicant in the PGA. After verification, the concerned V&MC shall submit field verification report online through NFDP to the Lead institution of CoU which in turn will submit the authenticated report to PGMC online through NFDP.
3. Field verification report shall be examined by the PGMC, and comments/observations shall be compiled for consideration of GSC.
4. As per the decision of GSC, the status of PGA shall be communicated online through NFDP to the applicant about rejection stating reasons, acceptance for upgradation to FGA, seeking additional/ missing information.
5. In case where additional/ missing information is required, once the applicant submits the same online through NFDP, the PGMC will examine the same and if found satisfactory by GSC, applicant will be advised to submit FGA online through NFDP.

5.10.3. Submission and Processing of FGA

1. Once PGA is accepted for upgradation as FGA and applicant is informed about the status, the applicant shall submit the FGA online through NFDP for further processing.
2. PGMC will examine the FGA submitted by applicant and forward the same along with observations and comments for the consideration of the GSC.

3. Based on the comments and observations of PGMC, GSC will evaluate the FGA and make necessary recommendations to the Grant Committee (GC) for the final approval.
4. Upon Approval of GC, Grant Agreement (GA)/ Administrative Approval (AA) will be executed between PMU, DoF, GoI and applicant once the applicant accepts the terms and conditions of the approval.
5. Refer [Annexure -XII \(page No.193\)](#) for Sample Cover letter of FGA, [Annexure-XIII \(Page No.194\)](#) for online application form of FGA and [Annexure-XIV \(Page No.198\)](#) for undertaking of FGA.
6. The Flow chart for submission and processing of Application for performance Grant is given below (Figure-03)

Flow Chart for Submission and Processing of Application for Performance Grant

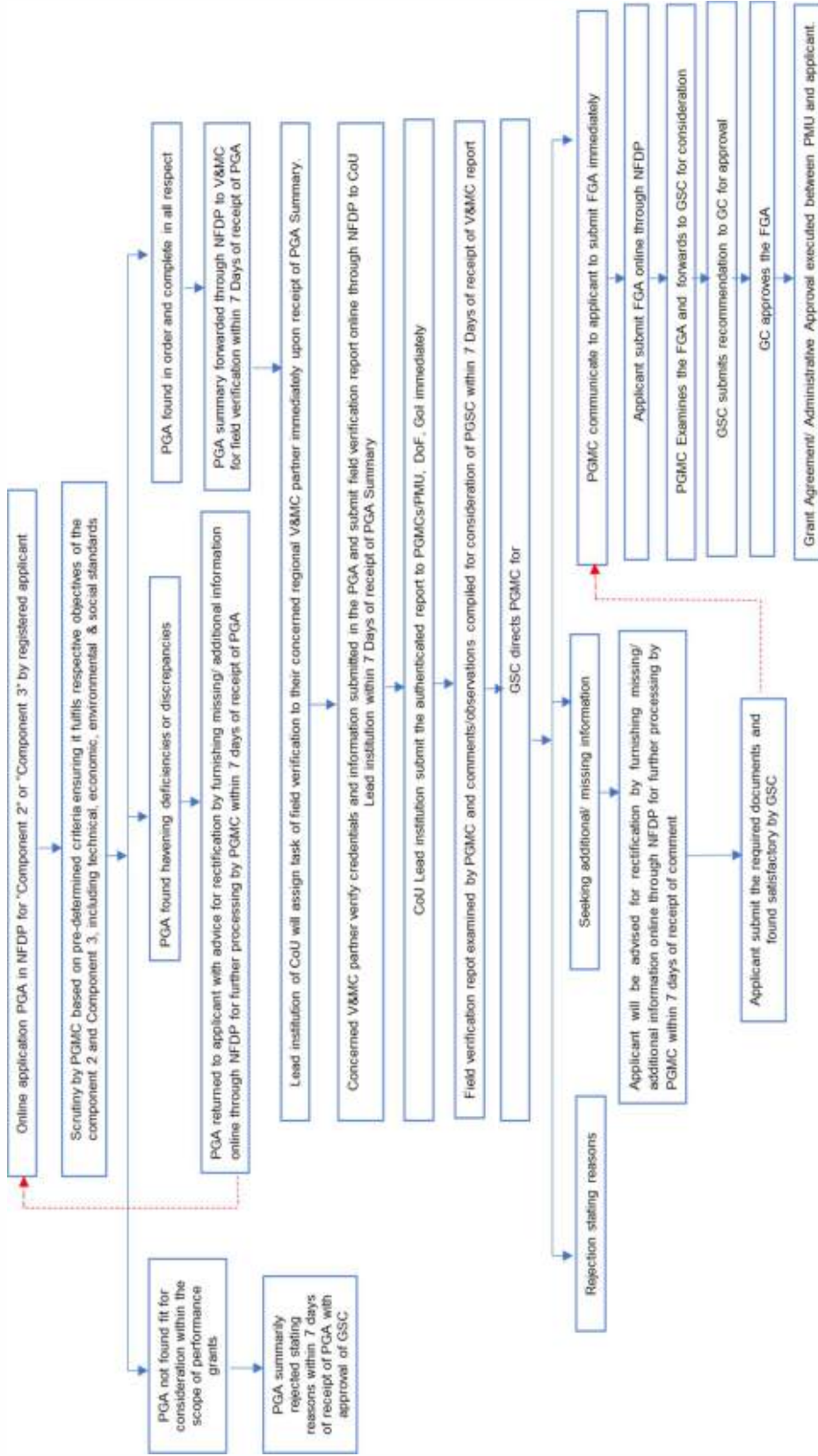


Figure-3:Flow Chart for Submission and Processing of Application for Performance Grant

6. Performance Grants Claim, Processing and Disbursement

6.1. Claim Application for Performance Grants

1. After execution of Grant Agreement (GA)/Administrative Approval (AA) and making the agreed investment and submitting supporting documents demonstrating the progress of the project, the applicant may submit eligible Performance Grant Claims online through NFDP. Refer Annexure -XV (Page No.200) for Online Application for Claiming Performance Grant and Annexure -XVI (Page No.202) for indicative list of key documents
2. Applicant will submit the performance grant claim in separate instalment in accordance with terms and condition of the Grant Agreement/Administrative Approval
3. In cases where the eligible investment was already made on or after 1st April 2023, the applicant may apply for claim immediately for the portion of performance Grant for Investment made and Job created and maintained.

6.2. Processing of Claim Application for Performance Grants

1. The claim submitted by the applicant shall be examined by the PGMC.
2. Upon examination, in case PGMC finds the claim application or the supporting documents inadequate or not in line with the terms and condition of GA/AA, the applicant will be advised for rectification before forwarding to V&MC for field verification.
3. In case PGMC finds the claim application in order, the claim application will be forwarded to V&MC for field verification.
4. Upon receiving the claim application from PGMC online through NFDP, the lead institution of CoU will assign the task of field verification to their concerned regional V&MC partner.
5. The concerned V&MC partner shall verify the credentials and information submitted by the Applicant in the Claim Application. After verification, the concerned V&MC shall submit field verification report online through NFDP to the Lead institution of CoU which in turn will submit the authenticated report to PGMC online through NFDP.
6. After examination of field verification report, PGMC will forward GSC for consideration.

6.3. Disbursement of Performance Grants

1. GSC will forward the Performance Grant Claim Application with its recommendation to GC for the approval to the disbursement of eligible instalment of the performance Grant.
2. In case GC finds that any further information/document is required before its approval, PGMC will inform the Performance Grant claim applicant online through NFDP for necessary compliance. On the compliance by the Performance Grant claim applicant, GSC will take the case to GC for final approval.
3. In case of rejection at GC level, the Performance Grant claim applicant will be informed accordingly.
4. Accordingly, the approved instalment of the eligible performance grant shall be disbursed directly into the bank account of the beneficiary through DBT.
5. In case the performance grant claim application is approved by GC, the approved performance grant will be disbursed as per the criteria of respective Component 2 and Component 3 till the upper ceiling of the eligible performance grant is attained or till the end of the Sub-scheme, whichever is earlier.
6. All the General Financial Rules, Regulations and Procedures along with financial and procurement norms agreed with World Bank shall be adhered to while making disbursement of Performance Grant.
7. The Flow chart for Performance Grants Claim, Processing and Disbursement is given below (Figure-04)

Flow Chart of Performance Grants Claim, Processing and Disbursement

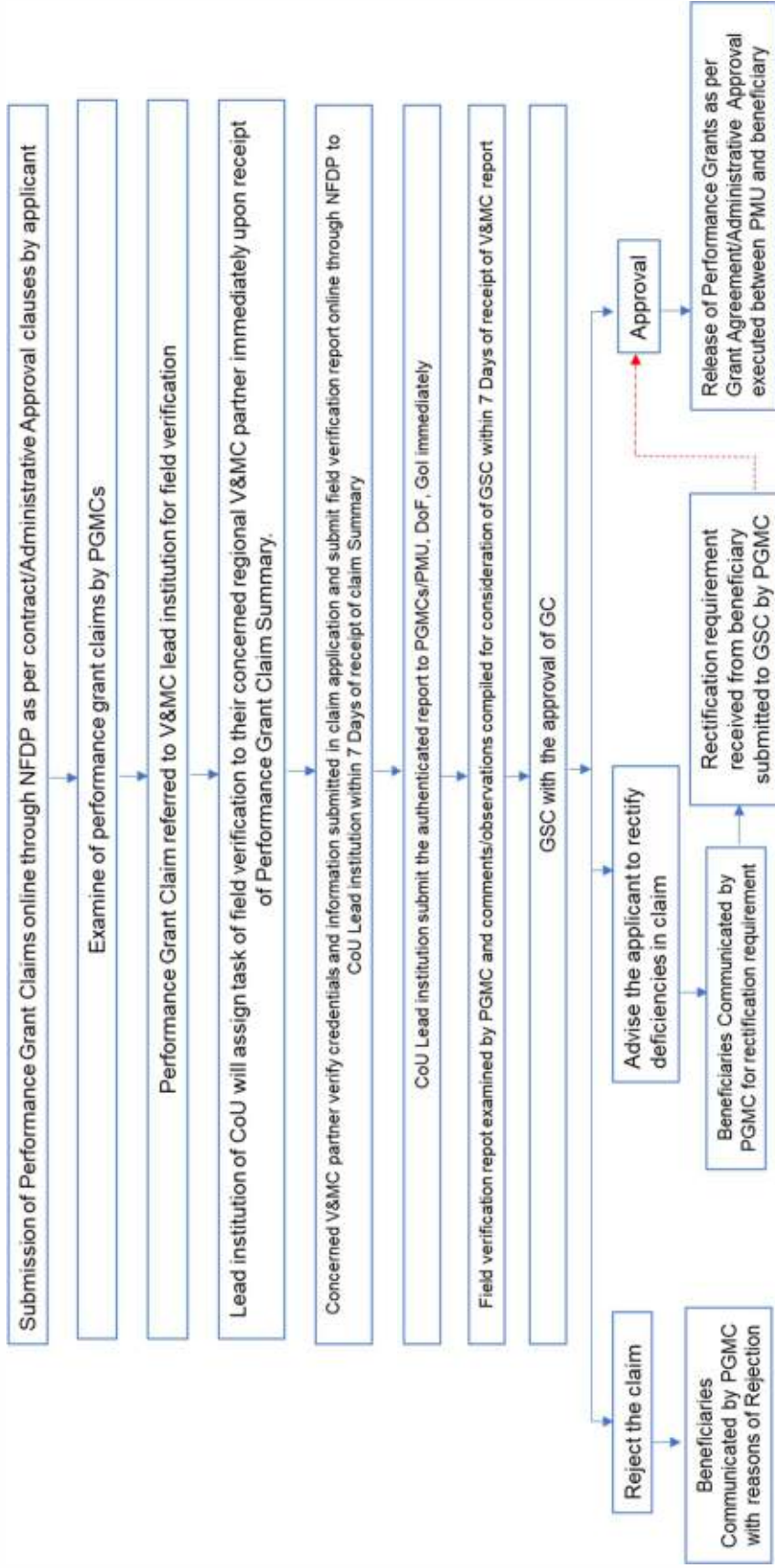


Figure-04 : Flow Chart of Performance Grants Claim, Processing and Disbursement

7. General Conditions for Availing Performance Grants

- 7.1. Claim against investment made on salary bills for creation of additional Jobs shall not exceed 25% of the total investment in availing the performance grants under both Component 2 and Component 3.
- 7.2. Performance Grant shall not be considered for the investment made against infrastructure for which subsidy has already been availed through any schemes of the Government of India. In this context, interest subvention will not be considered as subsidy.
- 7.3. Beneficiary can not avail benefit for the same project if availed from the other central/UTs Government scheme, except FIDF

7.4. Necessary Actions for First and Subsequent Disbursement

The selected applicant shall undertake the following actions to be eligible for 1st and subsequent disbursement under these components:

1. Registration of all entities and individuals involved in the Full Grant Applications business plan in the National Fisheries Digital Platform
2. Adoption of digital transactions in salaries and in contractual/supply chain obligations
3. Committing to 'safe workspace' target particularly for women
4. Committing to 'zero waste' target – proper management of fish, water and other wastes and minimizing fish or fish product loss in the value/supply chain
5. Committing to adoption of 'Good Fisheries/Aquaculture Practices'
6. Such other condition as prescribed by the DoF, Gol

7.5. Exclusion List

The following activities shall not qualify for availing performance grant:

1. Any production, processing or marketing activities that are situated in protected areas (national parks, wildlife sanctuaries, coral reefs, mangroves, turtle nesting sites, horseshoe crab nesting sites) or based on any endangered species of fish or other fauna or flora
2. Any production or processing activities that use wildlife products
3. Any production process that uses inputs or products illegally obtained from protected areas
4. Any activity that does not include acceptable pollution control measures/norms.

5. Any production, processing, or marketing activities in violation of the seasonal ban on fishing or any such prohibited activities imposed by government.
6. Any activities that utilise the exotic fishes banned by government.
7. Use of any banned antibiotics and pharmacologically active substances in aquaculture
8. Any other activities as notified by DoF, Gol from time to time.

7.6. Measurement of Indicators for Jobs Created:

7.5.1. Measurable outcome for the performance grant will be based on jobs created which will include “**jobs created**” and “**jobs maintained**”. Following definitions and processes will be adhered for monitoring and measuring achievement of targets.

Jobs supported by the project will be defined as follows:

1. A full-time job is when the employment is for at least 165 working days in a year for a key position in the Fisheries microenterprise or fisheries small enterprise. 165 working calculations for the key position shall be considered in continuity for maximum for 2 resources in a year.
2. PF registration of employee as per the applicable cases
3. Only employees/workers paid through electronic/digital payment gateways will be considered.
4. Existing rules and regulation applicable for job shall be adhered to
5. Basic workplace consideration for employee and specially for women

7.5.2. Measuring “Jobs created”

The methodology for measuring "Jobs created" and “Job Maintained” will involves several steps and considerations to provide structured approach for measurement, ensuring accountability, transparency, and accuracy.

S. No	Key Steps	Descriptions
1	Establishing Baseline	The baseline of enterprise on job creation shall be determined by collecting information as part of the PGA on the actual number of jobs existing in those enterprises and its ancillary activities in their associated ventures in the value chain.

S. No	Key Steps	Descriptions
2	Verification of Baseline	The baseline number of jobs in the project including its ancillary activities in their associated ventures in the value chain shall be verified by V&MCs at FGA stage to ensure accuracy and reliability in establishing the starting point for measuring job creation.
3	Registration on Digital Platform	Grant recipients shall register all employees and workers in their value chain on NFDP. Tracking and monitoring of the employment data shall be done throughout the duration of sub scheme
4	Self-Reporting by Grant Recipients	Grant recipients may periodically report on the number of incremental jobs created within the supported enterprises and their value chain as part of their self-reporting obligations.
6	Verification of Self-Reported Data	The self-reported incremental jobs created by grant recipients shall be verified by V&MCs or by surprise and random verification to ensure accuracy and integrity of the reported data.

7.7. Supporting Documents as a Proof of Investment and Employment

Beneficiary will be required to provide documents to verify employment record and authenticate employee position within the enterprise/entity. Also, beneficiary will submit supporting documents as a proof of investment made for performance Grant under Component 2 or component 3.

7.8. Grant Monitoring by Surprise Visits and On-Site Verification

Surprise visit or On-site verification for performance grants may be conducted to assess the project's progress, verify reported information and to ensure accountability, transparency, proper utilization of funds and ensure compliance with grant agreements.

The indicative list for V&MC for verification and monitoring at PGA level is at Annexure XVII (Page No. 204) and for Grant disbursement level are at Annexure XVIII (Page No. 206)

7.9. Land and Water Body

- 7.9.1. The project beneficiary shall submit a certificate to the effect that the land proposed for development of intended facilities/infrastructure is free from encroachments and encumbrances. This certificate shall be submitted along with the PGA and a proforma for submission of the certificate is furnished at **Annexure XIX (Page No. 210)**.
- 7.9.2. The cost of procurement of land/water body (purchase/lease) shall not be considered part of project Investment for computation of amount of Performance grant.
- 7.9.3. The land for the proposed project for the performance grant under component 2 & 3 of PM-MKSSY should be either owned or acquired on lease by the applicant. The lease period/agreement shall not be less than a minimum period of 5 (Five) years for development of intended infrastructure facilities and a period of 5 (Five) years for non-infrastructure projects under component 2 & 3 of PM-MKSSY subject to prevailing land/water body/facilities of the states/UT government.
- 7.9.4. The projects having waterbody on lease/enter upon permission will also be considered for performance grant under component 2 & 3 of PM-MKSSY. The lease period/enter upon permission on a water- body for being eligible for performance grant under component 2 & 3 of PM-MKSSY will be as per the prevailing leasing policy/guidelines of the State/UT Government.
- 7.9.5. In case, Performance Grant beneficiary terminates the lease agreement before the expiry of the prescribed lease period or transfers the assets created for availing the benefit of performance grant under component 2 and 3 of the PM-MKSSY on the leased land/water body/facility before the expiry of prescribed lease period, he/she shall return the entire amount of performance grant availed till that point of time along with accrued interest, if any, on the said amount of the performance grant. In addition, penal interest @ 12% per annum on the amount of performance grant already released to the beneficiary shall also be charged. The entire amount of performance grant, accumulated interest including penal interest shall be paid to Government of India in a lump-sum single instalment.

7.9.6 The assets created either on own or lease land/water body/facility for availing the benefit of performance grant under component 2 and 3 of the PM-MKSSY shall not be disposed off in any form including by way of sale, gift, transfer, and lease for a minimum period of 7 years in case of non-infrastructure projects and 10 years in case of infrastructure projects from the date of sanction of project. In case, the project beneficiary disposes off the assets created for availing the benefit of performance grant under component 2 and 3 of the PM-MKSSY within the restricted period, the beneficiary shall return the entire amount of performance grant availed till that point of time along with accrued interest, if any, on the amount of performance grant received. In addition, penal interest @ 12% per annum on the amount of performance grant received shall also be charged. The entire amount of performance grant received, accumulated interest including penal interest shall be paid to Government of India in a lump-sum single instalment.

8. Institutional Framework

8.1. Grant Committee

There will be a grant committee in PMU, DoF, GoI headed by the Joint Secretary who is also the Project Director of PMU. The Committee will evaluate and approve the Full Grant Application (FGA) for Grant Agreement/Administrative Approval. The composition of Grant Committee will be as follows:

1	Project Director (JS), PMU under DoF, GoI	Chairperson
2	Chief Executive, NFDB	Member
3	Deputy Director General(Fisheries),ICAR	Member
4	Fisheries Development Commissioner	Member
5	Director IFD	Member
6	Director - In charge of the Sub-Scheme	Member
7	Assistant Commissioner (Fisheries), In charge PM-MKSSY	Member-Secretary

The Grant Committee shall be assisted by the Grant Sub-committee for the evaluation and selection of the FGA.

8.2. Grant Sub-Committee

8.2.1. There shall be a Grant Sub-committee, who after review, examination, evaluation, and verification by PGMCs and V&MCs, make recommendation to Grant Committee for approval of the FGA and disbursement of eligible performance grants to beneficiaries. The composition of Grant Sub-Committee will be as follows:

1	Director - In charge of the Sub-Scheme	Convener
2	Deputy Commissioner (Marine Fisheries), DoF, Gol	Member
3	Deputy Commissioner (Inland Fisheries), DoF, Gol	Member
4	Executive Director, NFDB	
5	Assistant Commissioner (Fisheries), In charge PM-MKSSY	Member
6	Representative of IFD	Member
7	Expert of Technical, Inclusion & Gender, Environment & Climate Change unit ,PMU under DoF, Gol	Member
8	Expert of Communication, Advocacy, Branding & Knowledge Services), PMU under DoF, Gol	Member
9	Expert of Finance, Procurèrent, M&E, National Fisheries Digital Platform), PMU under DoF, Gol	Member

8.2.2. Indicative Key Roles and Responsibilities of Sub-Committee Include

1. Evaluation and Selection:

- Verifying the technical feasibility and eligibility criteria of the proposals as per the guidelines of Sub-scheme
- **Shortlisting Candidates:** Based on their evaluation, the committee will shortlist qualified applicants who will move forward in the selection process.

2. Grant Award and Monitoring:

- **Recommendation for Grant Awards:** The committee will recommend which shortlisted applicants should receive the performance grant based on their evaluation and selection criteria to the Grant Committee
- Recommending the proposals that meet the requirements to the Grant Committee for administrative sanction and release of funds.

- **Defining Performance Metrics:** Set clear performance metrics that the grant recipients need to achieve to qualify for the full grant amount.
- **Monitoring Progress:** The committee would oversee the monitoring of grant recipients to ensure they are adhering to the project proposals and meeting the established performance metrics.

3. Recommendation and Reporting:

- **Grant Disbursement Recommendations:** Based on the monitoring process, the committee would recommend the disbursement of the grant instalment amount to successful beneficiaries who achieve the set performance metrics. They might also recommend partial disbursements based on progress made.
- Recommending the release of the performance grant amount to the respective beneficiaries.
- **Reporting to Department of Fisheries:** The committee would be responsible for submitting reports to the Grant Committee on the overall performance of the program, including the selection process, grant disbursement, and the impact achieved by the beneficiaries.

4. Guidance to PGMC & V&MC:

- **Providing Guidance:** The committee would provide guidance and technical assistance to PGMC/V&MC on project implementation and achieving performance metrics.
- **Ensuring Transparency and Fairness:** The committee would uphold transparent and fair practices throughout the selection, monitoring, and reporting processes.

8.3. Performance Grants Management Consultants (PGMCs)

PGMC shall be established under PMU, under DoF, Gol

Indicative functions of PGMCs are as follows:

1. Receive, review, and screen grant applications submitted by applicants online in NFDP.

2. Assess applications based on pre-established criteria to determine their eligibility for consideration.
3. Communicate to beneficiaries about status of the PGA and FGA
4. Coordination with Verification & Monitoring Consultants (V&MCs):
5. Facilitate the transfer of grant applications deemed to Verification & Monitoring Consultants (V&MCs) for further field verification.
6. Ensure smooth communication and collaboration between V&MCs and relevant stakeholders.
7. Adhere to the procedures involved in assessing the merit of each application, often involving the coordination of a grant committee or similar entity responsible for making final decisions.
8. Facilitate in the execution of grant agreements between the Project Management Unit (PMU) and the successful applicants. Also ensure that all necessary paperwork and contractual obligations are fulfilled.
9. Verify the accuracy and legitimacy of performance grant claims submitted by grantees.
10. Work closely with V&MCs to conduct thorough verifications, ensuring compliance with established guidelines and criteria.
11. Oversee the disbursement of performance grants to selected beneficiaries in a timely and efficient manner, in accordance with the terms and conditions outlined in the grant agreements.
12. Monitor the progress and performance of grantees to ensure compliance with agreed-upon targets and objectives.
13. Contribute to the development of SOPs and procedures governing the administration of performance grants to provide clarity and direction to all stakeholders involved in the grant management process.

8.4. Verification and Monitoring Committees (V&MCs)

- 8.4.1. Consortium of Fisheries Universities and Colleges (COU) will be engaged as independent field level Verification and Monitoring Consultants (V&MC) spanning across all states and Union Territories in India to undertake verification, monitoring and evaluation of baseline data and actual performance of the Performance Grant proposals under components 2 and 3 of the sub

scheme PM-MKSSY and use their expertise to reshape and implement the Sub-scheme for enhanced effectiveness. Overall Supervision of V&MC will be done by DoF, GoI/NFDB

8.4.2. Tamil Nadu Dr. J Jayalalitha Fisheries University (TNJFU), Nagapattinam, Tamil Nadu will work as the lead agencies and will sign tripartite agreement between the DoF, GoI and NFDB to provide verification and monitoring services. The TNJFU will be the budget holder for the consultancy.

8.4.3. The lead partners will be responsible for coordinating progress and decision-making across the consortium and maintaining a transparent and accountable workflow essential for nationwide implementation. The lead agency will help in training and capacity building of networking partners and assist them in uploading their reports to a national database. The lead agencies will also monitor end evaluation work of the networking partners and help them in addressing any issues faced during the consultancy. The networking partners will report to the lead agencies who will compile them and submit the report to the DoF project monitoring committee.

8.4.4. The lead agency will sign MOU with the regional partner and Partnering Centres

8.4.5. Department of Fisheries, Government of India may also seek support of the Directorates of fisheries of State Governments and/or the District Level Committees of PMMSY to supervise and monitor the tasks of V&MCs.

8.4.6. Illustrative Structure of Verification and Monitoring Consultants (V&MC) is given below in Figure-05

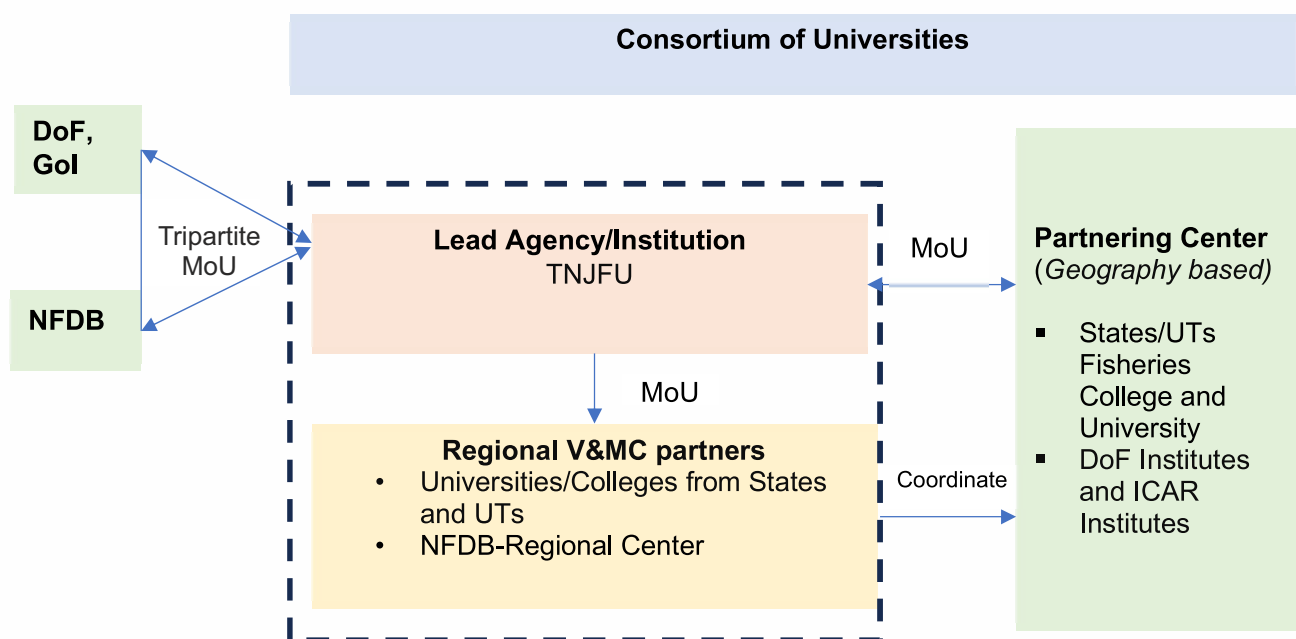


Figure-05: Structure of Verification and Monitoring Consultants (V&MC)

8.4.7. Indicative Roles and Responsibilities of the Lead Agencies

1. Primary Point of Contact
2. Responsible for Coordination and Reporting
3. Training of Team of V&MC
4. Verification of Credentials of Preliminary Grant Applications (PGA) through Partnering centers
5. Verification of Performance Grants Claim Applications through Partnering centers.
6. Authentication of verification reports of Partnering centers
7. Online submission auspicated verification reports to PGMC online through NFDP
8. Ensuring all verification and monitoring data and reports are uploaded in real-time in NFDP
9. Development of Good Practice Notes (GPNs)
10. Ensuring adherence to Monitoring and Verification Protocol by all regional partners and partnering centers

8.4.8. Regional Partners

MoU will be signed between TNJFU, Regional Partners and Partnering Centres

Indicative list of regional Partners:

S. No	States/UTs	Regional Partner
1	West Bengal & Odisha	NFDB-Eastern Regional Centre, Bhubaneswar
2	Andhra Pradesh, Telangana, Andaman & Nicobar, Tamil Nadu, Puducherry	Fisheries College and Research Institute (FCRI), TNJFU, Thoothukkudi, Or TNJFU, Chennai
3	Kerala, Karnataka, Lakshadweep, Goa, Maharashtra, Daman & Diu, Gujarat	Fishery Survey of India, Mumbai
4	Bihar & Jharkhand	Dr. Rajendra Prasad Central Agricultural University, Bihar
5	Chhattisgarh & Madhya Pradesh	College of Fishery Science, NDVSU, Jabalpur, Madhya Pradesh
6	Delhi, Haryana, Punjab, Rajasthan, Chandigarh,	Guru Angad Dev Veterinary and Animal Sciences University, Punjab
7	Himachal Pradesh, Uttarakhand, Uttar Pradesh	G B Pant University of Agriculture & Technology, Pant Nagar, Uttarakhand
8	Jammu & Kashmir, Ladakh	Sher-e-Kashmir University of Agricultural Sciences and Technology, Srinagar
9	Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Tripura, Sikkim	NFDB-Northeastern Regional Center (NFDB-NERC), Guwahati, Assam

8.4.9. Partnering Centres

Region wise fisheries college and university shall be mapped for undertaking field verification.

Indicative Roles and Responsibility

- Deployment of dedicated Team for Verification
- Field level verification of credentials and information's provided by beneficiary in PGA and Performance Grant Claim application.
- Online submission of verification report to lead partner through NFDP.
- Assist the lead partner in developing Good Practice Note
- Adhering to the monitoring and verification protocol
- Regular reporting and real time updating on NFDP.

Illustrative list of Partnering Centres is at Annexure XX(Page No. 211)

Verification and Monitoring of the project shall be done by the partnering center.

The composition of V&MC Committee will be as follows:

1. Lead expert from the respective regional partnering organization of the consortia.
2. Finance/Account Expert
3. Fisheries Expert (Technical Assistant-Fisheries/SRF)
4. Representative from States/UTs of that region
5. Project specific Experts /SME as and when may be required.

Out of 5 member, any three members can undertake the inspection of the performance grant. Lead expert from the respective regional V&MC partner organization of the consortia will report to the Chief Coordinator of the consortia of the university. Chief Coordinator will verify the report by the lead expert and will submit the same in NFDP for consideration of the PMU.

Flow Chart of operation of V&MC for PGA Verification

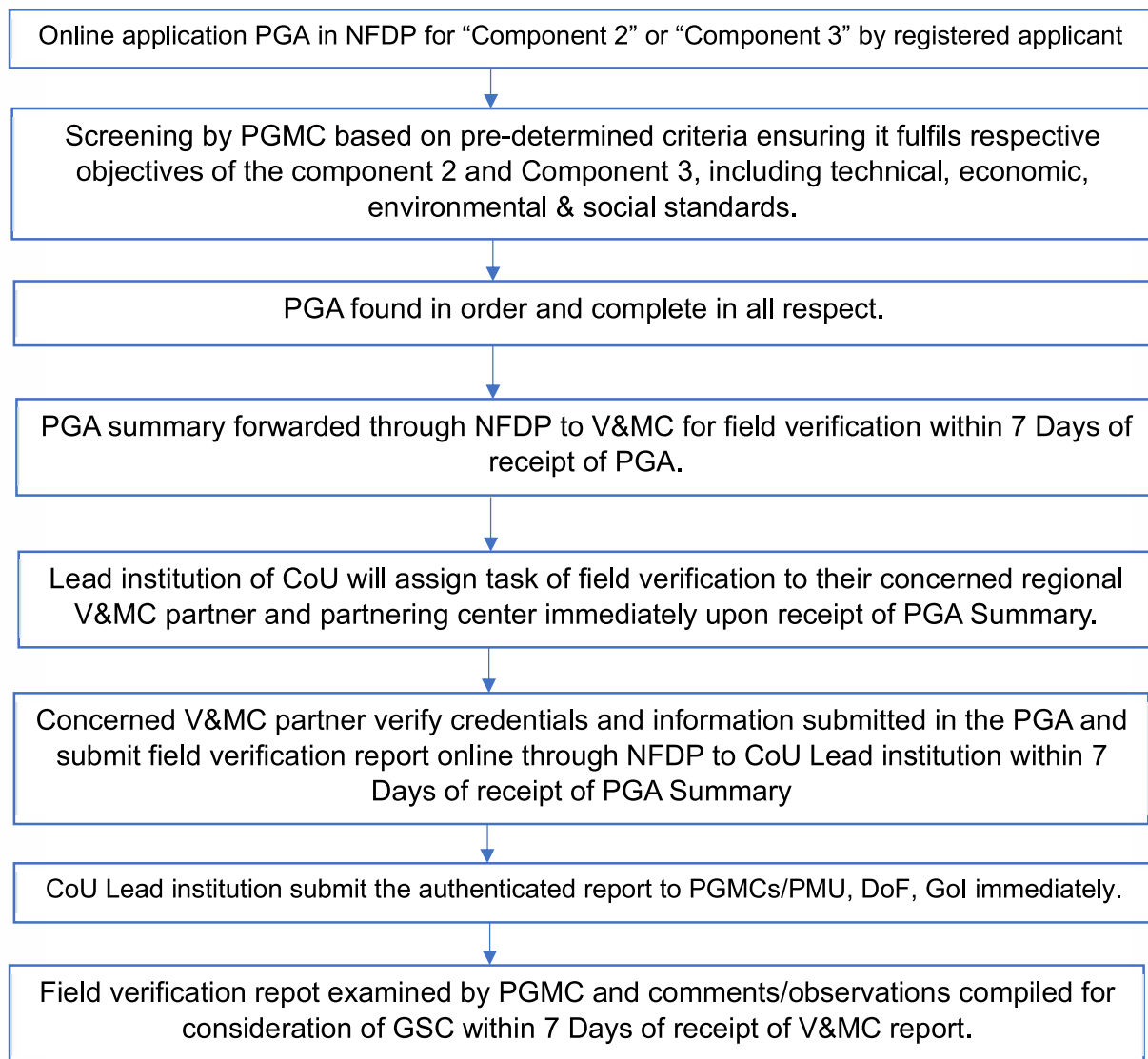


Figure-06: Flow Chart of operation of V&MC for PGA Verification

Flow Chart of operation of V&MC for Performance Grants disbursal

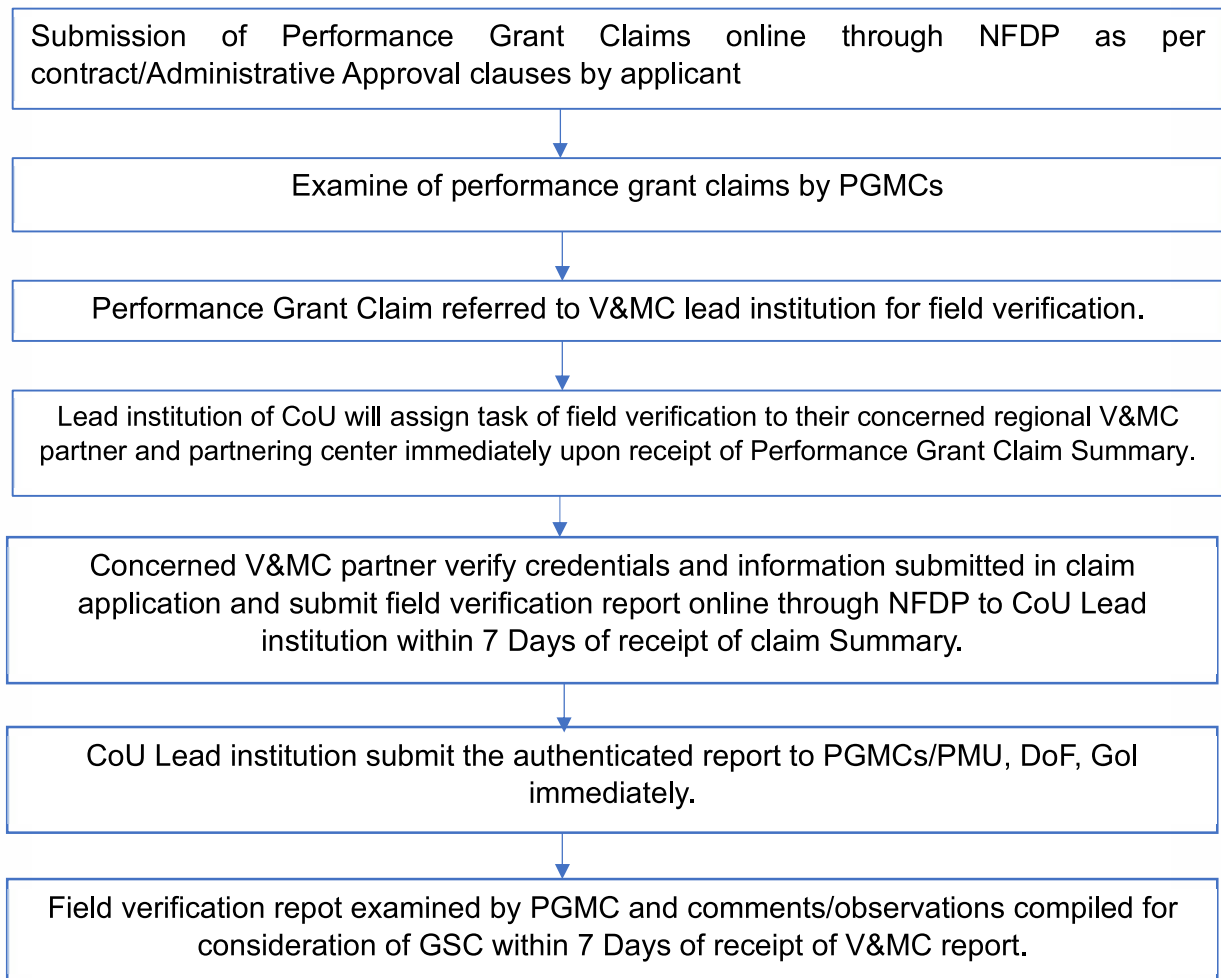


Figure-07: Flow Chart of operation of V&MC for Performance Grants

Chapter-7

Traceability



1. Introduction

1.1 Fish and fisheries products being preferred source of protein to the millions of people, their quality and sustainability has become a major concern in fisheries sector. Due to its exceptionally perishable nature, fish as food is more susceptible to contamination if not properly handled and processed after harvest. While the consumption of hygienic and safe fish and fishery products is crucial for consumer health, the responsibly sourced fish and fishery products are critical for sustainability. Keeping these aspects in view, traceability and safety standards are increasingly getting prominence.

1.2 Traceability facilitates knowledge regarding the identity, history, and source of a product, or of materials contained within a product. It is the ability to access any or all information relating to the fish or fishery product under consideration, throughout its entire life cycle, by means of recorded identifications. Traceability allows producers and traders to market sustainability aspects of production, transformation and transportation of the product and consumers to make rational decisions and introduce change.

1.3 Traceability systems in India are currently fragmented for different value chain and there is need to develop comprehensive system to ensure traceability along the complete value chains. For this purpose, provisions have been made under component 3 of PM-MKSSY for establishment of traceability modules and their integration with NFDP. The assistance is also available for awareness and outreach campaigns to promote adoption of traceability systems. Additionally, this initiative includes the development of standards, certification processes, and related standard operating procedures (SOPs).

2. Traceability in Major Value Chains

2.1. Fisheries traceability system provides a comprehensive view of the journey of fish and fishery product from production to ultimate consumption. It helps in optimizing the efficiency of operations as well as supply chain management within value chains. Such system could ensure quality control and support sustainable

practices which not only benefit producers and consumers but also bolster the overall industry by unlocking new market opportunities and enhancing market access for fish and fishery products.

2.2. Following is an illustrative list of areas for developing traceability modules along fisheries and aquaculture value chains.

- a) Brood stock, seed, and feed
- b) Shrimp value chain
- c) Aquaculture inputs
- d) Live, frozen, smoked, chilled fish and fisheries products intended for domestic and export market.
- e) Ornamental fisheries value chain
- f) Capture fisheries
- g) Culture based capture fisheries.
- h) Fisheries and Aquaculture supply chain including use of Block chain technology.

3. Aims and Objective

The broad aims and objectives of this component are:

1. Develop a comprehensive traceability system along the entire supply chain through implementation of traceability modules.
2. Integrate the traceability modules with NFDP to ensure seamless data sharing and coordination.
3. Conduct awareness and outreach campaigns to promote adoption and benefits of traceability system among stakeholders.
4. Establish standards and certification systems for traceability in fisheries sector.
5. Develop standard operating procedures (SOPs) related to traceability, standards, and certifications.

4. Eligible Beneficiaries

The intended beneficiaries under this Component are:

1. Micro and Small enterprises in the form of Proprietary Firms, Partnership Firms and Companies registered in India, Societies, Limited Liability Partnerships (LLPs), Cooperatives, Federations, Village Level Organizations like Self Help Groups (SHGs), Fish Farmers Producer Organizations (FFPOs) and Startups engaged in fisheries and aquaculture value chains.
2. Central and State/ UT Government/ Institutes/ Agencies
3. Any private entities having experience in Traceability in PPP mode.
4. Any other beneficiaries that may be included by the DoF, GoI as targeted beneficiaries.

5. Modalities of Implementation

5.1. Indicative list of the activities to be supported under this sub-component is given in the following table:

S.No	Project details	Eligible beneficiaries	Unit Cost
1	Projects on Traceability for a specific value chain <i>(Applicant shall identify potential value chain(s) and traceability requirement etc. for the same.)</i>	1. Central and State/ UT Government/ Institutes/ Agencies 2. Any private entities having experience in Traceability in PPP mode 2. Any other beneficiaries that may be included by the DoF, GoI as targeted beneficiaries.	Up to ₹ 10 Crore per project
2	Projects on Traceability for a specific segment of a specific value chain <i>(Applicant shall identify potential value chain(s) and traceability</i>	1. Central and State/UT Government/ Institutes/ Agencies 2. Any private entities having experience in Traceability in PPP mode	Up to ₹ 5 Crore per project

S.No	Project details	Eligible beneficiaries	Unit Cost
	<i>requirement etc. for the same.)</i>	2. Any other beneficiaries that may be included by the DoF, Gol as targeted beneficiaries.	
3	Pilot Projects on Traceability for value chain of a specific activity (Illustrations for the Traceability for value chain of a specific activity is in Annexure-XXIII (Page No. 221) and Annexure-XXIV (Page No. 224))	1. Central and state/UT Government/ Institutes/ Agencies 2. Any private entities having experience in Traceability 3. Any other beneficiaries that may be included by the DoF, Gol as targeted beneficiaries.	Up to ₹ 30 Lakh per project
4	Pilot studies to assess the feasibility and requirements of implementing a traceability system across various value chains in fisheries and aquaculture.	1. Central and state/UT Government/ Institutes/ Agencies 2. Any private entities having experience in Traceability 3. Any other beneficiaries that may be included by the DoF, Gol as targeted beneficiaries.	Up to ₹ 10 Lakh per project

5.2. In addition to the above, an appropriate IT enabled traceability system will be established in NFDP to ensure tracking of fish and fish products throughout the supply chain from 'farm to plate'/'catch to consumer' and describing accurately to consumers. Requisite SOPs, best management practices and regulatory framework will be developed and implemented. Steps will be taken to educate the

fish farmer and fishers on responsible fishing and traceability. Blockchain technology would be adopted in fisheries and aquaculture wherever applicable.

5.3. DoF may reallocate the unutilized fund for the development of other module of Traceability with the approval of CAC of PMMSY

5.4. For integration of traceability module with NFDP a standardized protocols for data collection, recording, and information sharing throughout the supply chain shall be established. Also, compatibility between different systems used by various stakeholders (fishers, farmers, processors, distributors, retailers, exporters, Importers, consumers etc.) shall be ensured for seamless data exchange. Furthermore, training and capacity building of fish farmer fishers, aggregators, processors, and other stakeholders shall be done on using the traceability system effectively.

5.5. A National level certification program will also be developed for the aquaculture produce in India by bringing together different institutions like ICAR, FSSAI, MPEDA, EIC, BIS etc.

5.6. **Process of Application for Activities in Table-1 (Page No.123 & 124)**

1. Eligible Applicant shall submit online application along with Detailed Project Report (DPR) on NFDP in **"Traceability Module"**.
2. PMU shall scrutinize the DPR and forward to Technical Evaluation Committee (TEC) with comments/observations.
3. In case TEC finds the proposal not fit for consideration within the scope of component, the proposal will be rejected giving reasons.
4. In case TEC finds deficiencies or discrepancies in the DPR, the applicant will be advised for rectification by furnishing missing/ additional information online through NFDP for further processing. Upon receipt of missing/ additional information, the PMU, DoF, GoI shall re-examine the proposal and forward to TEC for consideration.
5. In case the TEC finds the DPR in order and complete in all respect, the TEC will refer the proposal to CAC for consideration.

6. In case CAC finds deficiencies or makes some observation(s), the PMU will advise the applicant to rectify deficiencies in the proposal. Upon receipt of revised proposal with the due rectification by applicant, the PMU, DoF, GoI shall re-examine the proposal and forward to TEC for consideration. TEC intern will forward the proposal to CAC for consideration.
7. Once the proposal is approved by CAC, Administrative Approval shall be issued, and grants shall be released in different instalment on the receipt of claim from the beneficiary as per the terms and conditions of the administrative approval.
8. Online application form is at [Annexure-XXI](#)(Page No. 215) and Indicative Contents of Detailed Project Report (DPR) is at [Annexure-XXII](#)(Page No. 218)

5.7. Grant Disbursement

1. The approved amount of the grant shall be released in different instalments in accordance with the instructions of the Ministry of Finance issued from time to time.
2. The First Instalment shall be released upon issuance of the administrative approval
3. For subsequent Instalment, beneficiary shall apply online through Traceability module in NFDP for the release of the instalments of the approved grant.

Application format in NFDP for release of instalments of the approved grant

Particular	Details
Name of beneficiary	
NFDP registration Number	<Auto-populate>
Application Number in NFDP	<As generated from traceability Module while application>
Administrative Approval Number	
Administrative Approval date	
Total Approved Amount	< Auto-populate release advance>
Instalment of Grant Claimed	

Instalment	Amount (in ₹)	
First	< Auto-populate released advance>	
Second		
Third		
Total	<Sum of all requested instalment>	
Upload the Supporting document for Grant disbursement		
Physical Progress	Financial Progress	Administrative Approval

5.8. Technical Evaluation Committee(TEC)

The Composition TEC will be as follows:

1	Joint Secretary, Inland Fisheries, DoF, Gol	Co-Chair
2	Joint Secretary, Marine Fisheries, DoF, Gol	Co-Chair
3	DDG, Fisheries ICAR or his representative	Member
4	Fisheries Development Commissioner	Member
5	Directors, Fisheries IT, DoF, Gol	Member
6&7	Experts (Two)	Member
8	IT expert from PMU	Member
9	Director/ Deputy Commissioner in-charge of PM-MKSSY, DoF, Gol	Member Secretary

Any other relevant expert shall be invited to attend TEC meeting as and when required.

Technical Evaluation Committee will be assisted by Grant Sub Committee

Role of Technical Evaluation Committee

- Assess the technical aspects of submitted proposals.
- Determine the feasibility and practicality of the proposed projects.
- Make recommendations to the (CAC) for administrative approval and financial sanction.

Flowchart of Process Application for Activities in Table-1 (Page No-123 & 124)

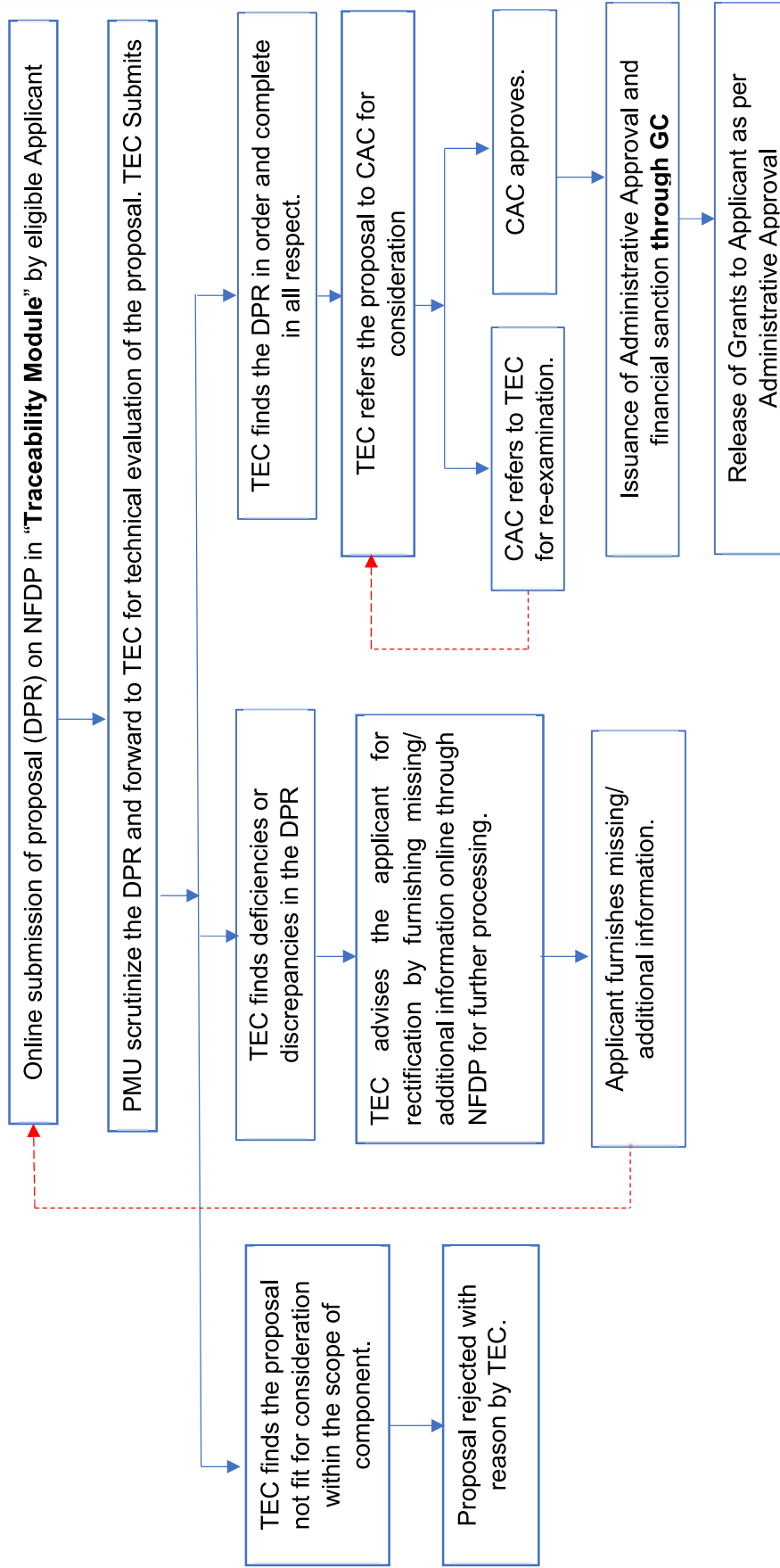


Figure 8: Flowchart of Process Application for Activities in Table-1 (Page No-123 & 124)

6. Training of Extension Service Providers for Implementation of Traceability

- 6.1. Training will be provided to Extension Service Providers (ESPs) for capacity building to effectively guide fisheries sector stakeholder for better understanding and adoption of traceability systems in the sector. This will increase consumer confidence, improve resource management, and contribute to sustainability and transparency in fisheries and aquaculture value chain.
- 6.2. The Potential trainees for this program shall be ESPs working in the fisheries sector which may *inter alia* include the following.
1. Government Agencies:
 - a. Department of Fisheries (DoF), Gol field level institutions.
 - b. Indian Council of Agricultural Research (ICAR)-Fisheries Institutes including KVKs.
 - c. Marine Products Export Development Authority (MPEDA)
 - d. State/UT Fisheries Departments' extension units
 2. Fisheries Universities/Colleges
 3. Industry Associations:
 - a. Seafood Exporters Association of India (SEAI)
 - b. Federation of Indian Fisheries Industries (FIFI)
 - c. Indian Fisheries Association (IFA)
 - d. All India Shrimp Hatcheries Association (AISHA)
 - e. National Fishworkers' Forum (NFF)
 - f. South Indian Federation of Fishermen Societies (SIFFS)
 - g. Aquaculture Associations
 - h. National Federation of Fishers Cooperatives Ltd. (FISHCOPFED)
 - i. Matsyafed National Federation of Fishermen's Cooperatives
 4. Sagar Mitra
 5. Any other entities as identified by DoF, Gol
- 6.3. The training program will be designed to effectively prepare ESPs in fisheries and aquaculture sector with the following objectives:

1. Equipping ESPs with a deep understanding of traceability principles and requirements for fisheries sector, emphasizing its importance for management and market access.
 2. Building knowledge of different traceability systems along with practical insights into their applications.
 3. Developing proficiency in subject matters like data collection, record-keeping, and stakeholder engagement for implementing traceability system.
- 6.4. Training of ESPs will be delivered in blended mode of learning by PMU, DoF. Indicative methods of training delivery are given below :
- **Interactive workshops:** Lectures will be combined with practical exercises including case studies.
 - **Field demonstrations:** ESPs will be exposed to traceability practices/systems in local settings.
 - **E-learning modules:** Online learning resources materials will be made available on NFDP.

7. Awareness Campaigns for Adoption of Traceability Systems, GAP and GFP

- 7.1. The awareness campaigns will be organised for target stakeholders with the aim of promoting adoption of traceability systems, Good Aquaculture Practices (GAP) and Good Fisheries Practices (GFP) across the country.
- 7.2. The communication campaigns will also be organised at the district level within the fisheries and aquaculture sector with the aim of enhancing among fisheries sector stakeholders regarding Good Aquaculture Practices (GAP), and Good Fisheries Practices (GFP), traceability, self-monitoring, and reporting.

Chapter-8

Training, Awareness Generation and Capacity Building



1. Introduction

- 1.1 PM-MKSSY intends to support formalization of the unorganized fisheries sector, facilitating access to institutional credit, adoption of aquaculture insurance , enhancement of fisheries value-chain efficiencies and establishment of supply chains of safe fish products to consumers along with creation and maintenance of jobs.
- 1.2 Training and capacity-building programmes will educate and enable targeted beneficiaries for the grounding and successful implementation of their projects under the Sub-scheme. These activities will facilitate active participation of potential beneficiaries, boost the uptake of sub-scheme components, and extend outreach activities. Training and capacity building programmes will be designed to equip targeted beneficiaries with the skills and knowledge necessary to develop and implement the respective components of PM-MKSSY. Capacity building will also facilitate proper use of resources, reducing the risk of errors, misuse, or non-compliance with scheme guidelines.
- 1.3 Communication and awareness campaigns will leverage various media channels to reach out a broader base of target beneficiaries, raising awareness about the PM-MKSSY components, the registration process on NFDP, and the application process for respective sub-scheme components. These campaigns will equip participants with the necessary knowledge and documentation, encouraging adoption of recommended practices. Extension support will complement these efforts by providing hands-on assistance and expert advice, helping stakeholders effectively implement new techniques and technologies.
- 1.4 Workshops will provide an interactive platform for stakeholders to engage with experts, share experiences, and gain practical insights into topics relevant to the fisheries and aquaculture sector. These sessions will foster collaboration,

problem-solving, and the exchange of ideas, thereby enhancing the collective knowledge and skills of participants.

- 1.5 Promotional events such as exhibitions and trade fairs will be organized to showcase innovations, products, and services available within the fisheries and aquaculture sector. These events will create networking opportunities, attract potential customers, and open up new market opportunities for businesses. Additionally, conferences, seminars, and summits will serve as high-level fora for discussing strategic directions, addressing sectoral challenges, and setting policy agendas.

- 1.6 To ensure the successful implementation of PM-MKSSY, provisions have been made for organizing communication and awareness campaigns, training and capacity building programmes, workshops, promotional events, and conferences/seminars/summits including providing extension support under the sub-scheme. These activities will raise awareness among target beneficiaries, bridge information gaps, and encourage participation.

2. Aims and Objectives

The objectives of the training, awareness and capacity-building component are as follows:

1. To reach out the targeted benefices through various modes of communication and awareness about the PM-MKSSY and its components.
2. To undertake mass mobilisation activities for individuals/ organisations involved in fisheries and aquaculture sector to register on NFDP for formalization of the sector.
3. To increase awareness about the benefits of Sub-scheme and how to avail these benefits.
4. To enhance the capacity of the various stakeholders and beneficiaries to develop and implement various projects supported under the Sub-scheme efficiently and sustainably
5. To improve financial literacy of the targeted beneficiaries through specific training modules

6. To address training needs of the fisheries cooperative societies to function as FFPOs.
7. To create awareness among bankers and other financial institutions on the sectoral needs
8. To identify policy barriers/constraints in the formalisation of fisheries sector through stakeholder consultations/workshop
9. To conduct advocacy sessions for sustainable fisheries resources management
10. To promote best practices, technological interventions, Traceability Systems and GAP, GFP, Self-Monitoring and Reporting through knowledge modules

3. Implementing Agency

- 3.1. National Fisheries Development Board (NFDB) will function as national nodal agency for training, awareness, and capacity building including skill development/upgradation activities to be implemented under PM-MKSSY. NFDB will collaborate with various other training partners to achieve the overall objectives of PM-MKSSY.
- 3.2. Indicative list of training partner from institutes/agencies/organizations is given below. NFDB may collaborate with any other reputed national/international/state level institute/agency/organization based on their relevance and expertise.

Table-01: Indicative list of training partner from institute/ agency/ organization for Training, Awareness generation and Capacity Building

Categories	Training Partners	Illustrative institutes/ agencies/ organizations to act as Training Partner
Central Government	Any institute/agency/ organization of GoI	RSETIs, ICAR, KVKs, MANAGE, VAMNICOM, NCDC, LINAC, NAFED, SFAC, NERAMAC, NPC, NABARD, BIRD, EEI of ICAR, ASCI, FICSI, CIFE, FISHCOPFED, MPEDA, DoF- GoI Institutes etc.

Categories	Training Partners	Illustrative institutes/ agencies/ organizations to act as Training Partner
State Government	Any institute/agency/ organization of State Government	State/UT Fisheries Department and their agencies, State Fisheries and Agriculture Universities/Colleges, etc.
International Organizations / Agencies	Specialized agencies/organizations/think-tanks/institutes working towards sustainable development of fisheries.	World Bank, AFD, BOBP-IGO, etc.

- 3.3. In addition to the above institutes/agencies/organizations, DoF, GoI/ NFDB may also empanel other suitable private agencies/institutes/organizations as training partners for training, awareness, and capacity building activities based on their capability and competencies.
- 3.4. NFDB and other training partners shall be responsible and accountable for proper implementation of training or awareness, or capacity building activities entrusted to them in order to achieve desired outcomes. NFDB will undertake coordination, monitoring and supervision of the programmes implemented through various institutions/agencies/organizations. The responsibility of overall supervision will lie with PMU-DoF, GoI.
- 3.5. National level workshops, conferences and events will be organised by NFDB directly or through the identified institutions/agencies/organizations as per requirement.

4. Modalities of Implementation

- 4.1. NFDB in consultation with PMU-DoF, GoI will develop annual calendar for training, awareness and capacity building activities under PM-MKSSY. Towards this end, NFDB will establish active communication and collaborations mechanism with State/UTs and relevant training partners.
- 4.2. Training partners will be required to register themselves on NFDP for submission of the proposal for training, awareness or capacity building activities under PM-MKSSY and update progress of implementation of activities on NFDP.
- 4.3. On approval of the Training proposal , an MOU will be executed between NFDB and the training partner.
- 4.4. Training partners will develop and design necessary module for training /awareness, materials incorporating the topic, methodology, duration, venue and follow up activity etc .They may also empanel experts wherever required. Training partners will be responsible for selection of beneficiaries for all the activities undertaken with the support of States/UTs Fisheries Departments.
- 4.5. States/UTs Fisheries Departments and their agencies may undertake awareness campaigns, outreach activities, training and capacity building programmes, skill development, skill upgradation, workshops, seminars etc. under PM-MKSY either on their own or in collaboration with NFDB and various identified training partners. States/UTs Fisheries Departments will submit Self Contained Proposal(SCPs) to NFDB/PMU-DoF, GoI.
- 4.6. Wherever required, States/UTs Fisheries Departments may conduct training and capacity building needs assessment in order to determine training requirements under PM-MKSSY.
- 4.7. Communication plan and dissemination strategy shall be done by selected media agency. A detailed TOR shall be developed for outsourcing of the Media Agency.

4.1.1. Registration of Training Partner

For online registration on NFDP, training partners will follow steps given below:

1. Visit **NFDP** and go to “Training, Awareness, and Capacity building” module
2. **Click on “Training Partner Registration” tab and complete the registration process.**
3. **Fill in the registration form by providing required details like**
 - a. Organization details
 - b. Contact information.
 - c. Relevant experience and credentials
 - d. Details of previous training programs conducted (if any)
4. After filling all the required fields, **submit the registration form.**
5. Training partner will receive a confirmation message on registered email and mobile number.
6. Refer “Online registration form for Training partner in NFDP” at [Annexure-XXV](#) (Page No. 227) for the fields of the form.

4.1.2. Submission of Proposal and Fund Disbursement for Training and Capacity Building

4.1.2.1. Submission of Proposal by Training Partner

Following process flow outlines submission of proposal and approval process for training programs:

1. Identified Training Partner will submit detailed proposal for the training program online on the NFDP "Training, Awareness, and Capacity building" module after registration.
2. NFDB will scrutinize the proposal for completeness and alignment with program objectives.
3. NFDB will submit the scrutinized proposal to PMU- DoF, Gol with comments and observations.
4. PMU-DoF, Gol will examine the proposal, compiles comments and observations for consideration by the Grant Sub Committee (GSC).

5. In case of GSC finds any deficiency in the proposal, improvement or requirement of any additional document(s) the training partner will be intimated by PMU-DoF, GoI to meet the requisite compliance.
6. Respective training partner submits the revised proposal with due rectifications.
7. PMU-DoF, GoI will re-evaluate the revised proposal and forward the complied proposal to GSC for consideration
8. In case GSC finds the proposal in order, GSC will forward the proposal with its recommendation to GC for the approval
9. Upon Approval of GC, Administrative Approval (AA) and Financial Sanction will be issued.
10. After Issuance of Administrative Approval and financial sanction, NFDB will sign Memorandum of Understanding (MoU) with the training partner for implementation of the training program.
11. Online proposal submission form is at [Annexure-XXVI](#)(Page No. 229) and indicative contents of detailed proposal is at [Annexure-XXVII](#)(Page No. 232)
12. Flow chart for process of application of training partner is in [Figure-09](#) (Page No. 139)

Flow Chart for Process of Application of Training Partner

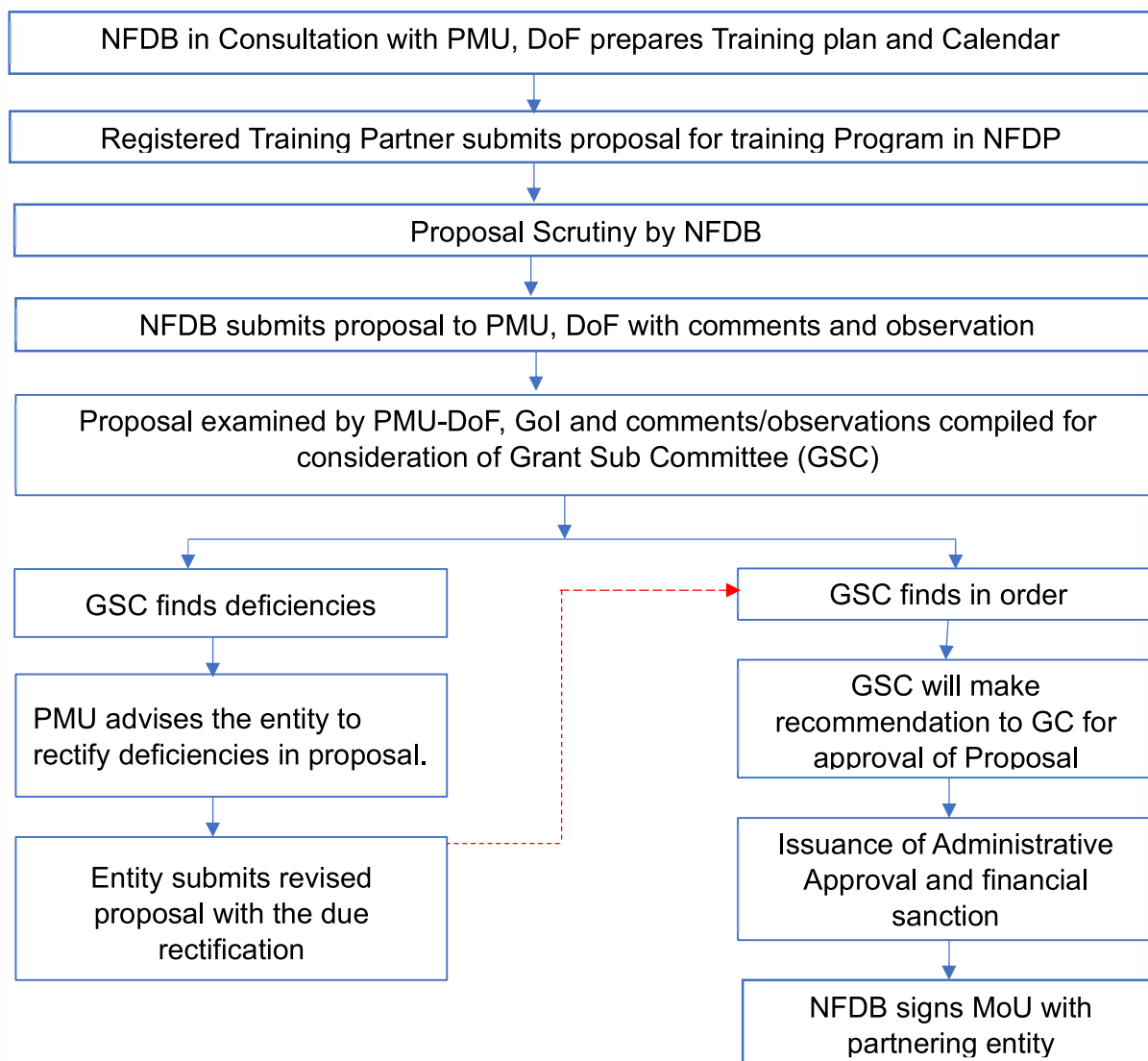


Figure-09: Flow Chart for process of application of Training Partner

4.1.3 Process of Fund Disbursement

The process flow for fund disbursement in line with the Administrative Approval, financial sanction and MoU will be as follows:

1. Selected training partner will submit the request for release of the due instalment of funds to NFDB through NFDP, in accordance with the terms of the MoU.
2. NFDB will forward the fund release request with its comments/ observations to the PMU-DoF, Gol for approval.

3. PMU-DoF, Gol will review and approve the request for release of the instalment.
4. Once approved by PMU-DoF, Gol, NFDB will disburse the approved amount to the training partner.
5. Flow chart for process of fund disbursement to training partner is in Figure-10 (Page No. 138)

Flow chart of process of fund disbursement to training partner

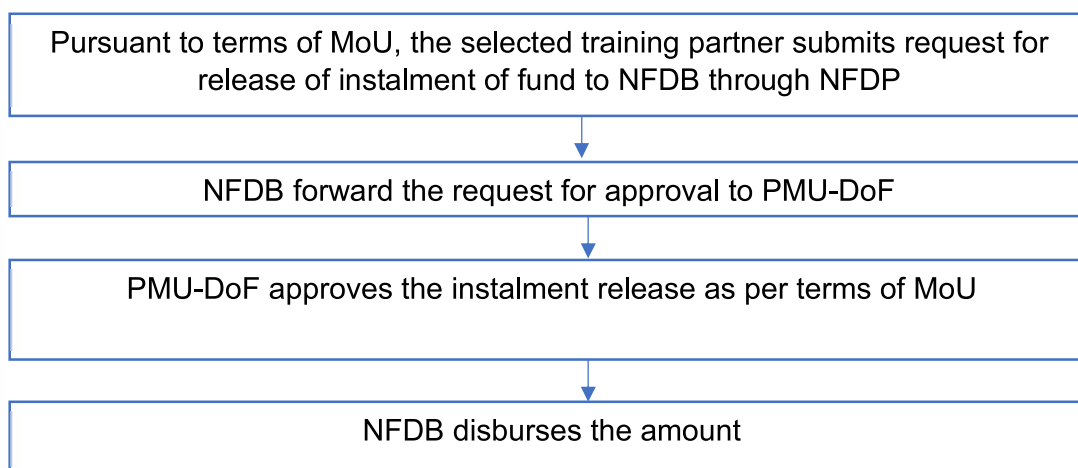


Figure-10: Flow chart of process of fund disbursement to training partner

4.1.4 Submission of Proposal and Fund Disbursement for Awareness Generation

Following process flow outlines submission of proposal and approval process for awareness generation programmes:

1. Identified Training Partner will submit detailed proposal for awareness generation online on NFDP "Training, Awareness, and Capacity building" module after registration.
2. PMU-DoF will make preliminary scrutiny of the proposal and forward to the GSC with comments and observations.
3. In case GSC finds proposal not fit for consideration within the scope of the Sub-scheme, the proposal shall be summarily rejected with reasons.
4. In the case of such rejection, applicant may submit a fresh proposal addressing the assigned reasons of rejections.

5. In case, GSC finds the proposal to have deficiencies or discrepancies, the applicant will be advised through PMU-DoF for rectification by furnishing missing/ additional information online through NFDP for further processing.
6. In case the proposal is found in order and complete in all respect, GSC will refer the proposal along with its recommendation to GC for approval and disbursement of eligible instalment to the training partner.
7. In case GC finds proposal not fit for consideration for any reasons , the proposal shall be summarily rejected giving reasons and the applicant training partner will be informed accordingly.
8. In case GC finds that any further information/document is required or makes some observation(s), PMU-DoF will inform the applicant online through NFDP for necessary compliance. On compliance by the applicant, GSC will take the case again to GC for final approval.
9. In case GC finds the proposal in order, GC will approve the proposal and Administrative Approval and financial sanction shall be issued.
10. NFDB will release funds to the selected training partner as per the administrative approval and financial sanction.
11. Online proposal submission form is at Annexure-XXVI(Page No. 229) and indicative Contents of detailed proposal is at Annexure-XXVII(Page No. 232)
12. Flow chart for process of application and fund disbursement is in Figure-11 (Page No. 142)

Flowchart of Process of Application and Fund Disbursement

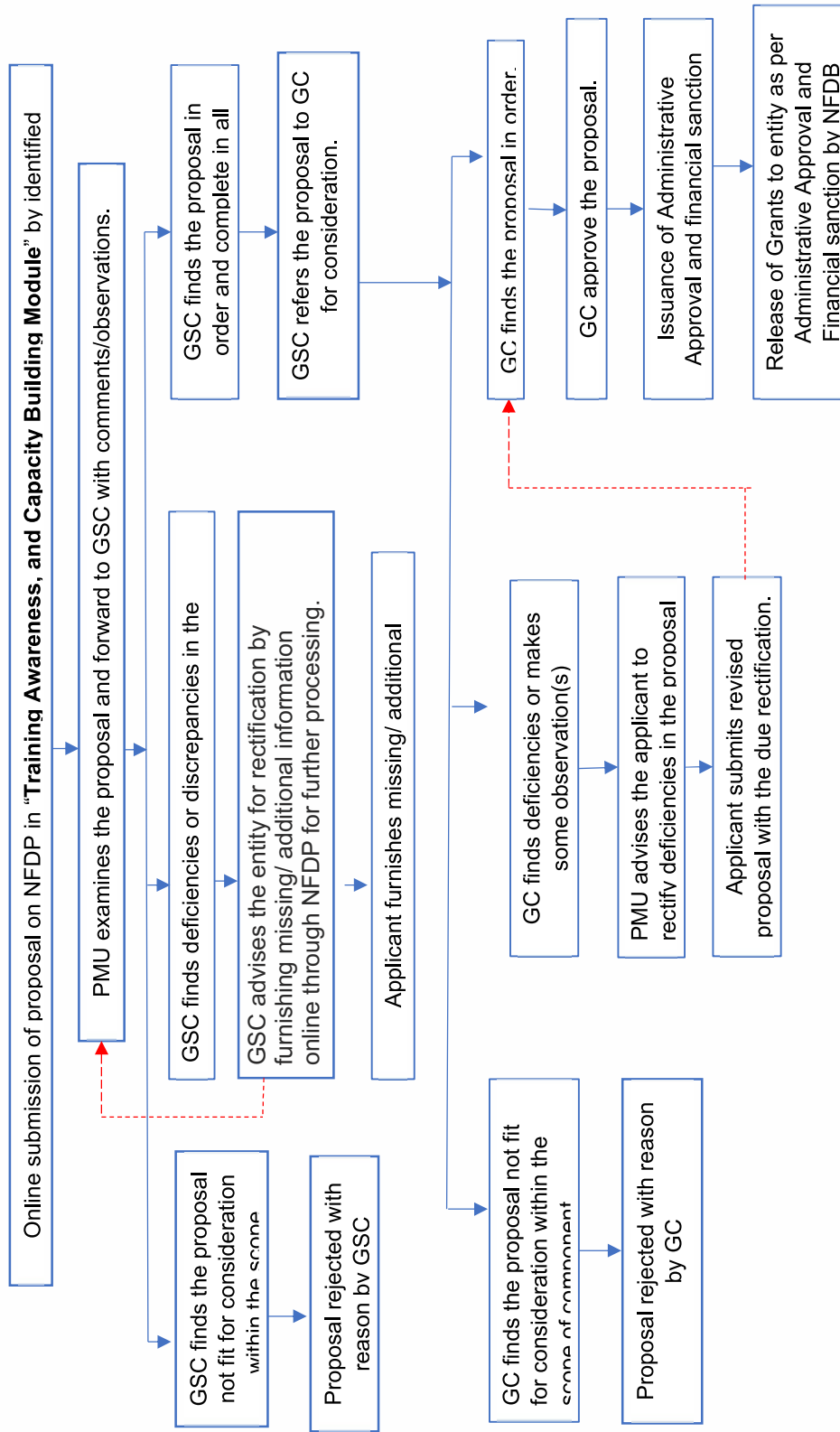


Figure-11: Flowchart of process of application and fund disbursement

The release of funds to the selected training partner will be made in the following manner:

- (a) Payment shall be made online to the selected training partner for conducting the approved training, awareness and capacity building programme as per the allocated target in terms of Administrative Approval.
- (b) Training partner shall submit regular reports on physical and financial progress also update the details of programme progress on NFDP in real time.
- (c) After completion of the allocated target, training partner shall furnish statement of expenditure along with audited utilization certificates as prescribed in GFR.

5. Types of Programmes

- 5.1. The training, awareness, capacity building programmes, skill development/upgradation will be tailored to suit the respective requirements of the different components of PM-MKSSY
- 5.2. Various outreach activities shall be conducted for the grounding of PM-MKSSY which will comprise webinars, communication campaigns, extension support/awareness programmes.
- 5.3. Pan-India awareness and outreach campaign shall be organised with the objective to foster comprehensive awareness among stakeholders about the benefits and operational aspects of PM-MKSSY, as well as the functions of NFDP and registration process.
- 5.4. Training shall be conducted for enhancing financial literacy, focusing on the process of application, preparation of bankable projects, and proper documentation for successfully availing the required fund from financial institution and manage their projects efficiently.
- 5.5. Campaign to promote knowledge about the needs of fisheries sector among financial institutions will be taken up through training of their staff and field officers for improving access to credit and financial services to targeted beneficiaries.

- 5.6. Roundtable/Workshop with leaders of banking institutions will be organized to evaluate the policy barriers among financial Institutions and develop mitigation strategy
- 5.7. Communication Program including Awareness Campaign among aquaculture farmers to adopt insurance including Extension activities for promotion of crop insurance products and adoption of insurance will be carried out on pan India Basis
- 5.8. Awareness Campaigns for Adoption of Traceability Systems and Good Agricultural Practices (GAP), and Good Fishery Practices (GFP) within the fisheries and aquaculture sector shall be undertaken for enhancing quality assurance and fish and fishery products safety.
- 5.9. Training for Extension Service Providers (ESP) shall be organised to build their capacity and expertise for implementation of traceability, adoption of fish safety standards, quality assurance systems so as to enable ESPs to effectively educate and assist fish farmers, processors, and other stakeholders.
- 5.10. Capacity Building program will be organised for the cooperative societies engaged in marine capture fisheries by educating them about importance of sustainable and responsible fisheries and need for compliance of various regulations.
- 5.11. Periodical workshops at regional level with industry association, cooperatives, SHGs, and other related stakeholder will be organised to equip them with the necessary knowledge and skills for preparing necessary documentation required to avail the benefits of Sub-scheme.
- 5.12. A comprehensive awareness and communication strategy will be designed to for reaching out all stakeholders for awareness about PM-MKSSY and its benefits. The State/Language-specific communication campaign will be

launched utilizing print and electronic media as well as digital or social media etc. These communication campaign will help in promoting effort to ensure food safety through fish quality and safety assurance system.

- 5.13. Awareness campaigns on performance grants will be organized for microenterprises to improve value chain efficiencies in fishery sector by participating in the Sub-scheme.
- 5.14. Promotional events will be organized in the form of theme-based exhibitions, trade fairs and international/national/regional conference/seminar/summit .
- 5.15. Dissemination workshop(s) will also be conducted following the studies undertaken under the PM-MKSSY

6. Monitoring and Evaluation

- 6.1. The training partner will be responsible for the training, awareness generation, and outreach activities and will submit regular progress reports to the PMU-DoF and NFDB.
- 6.2. The PMU-DoF will monitor these training, awareness generation and outreach activities. This oversight will ensure that the activities are being effectively implemented and achieving their intended goals.
- 6.3. PMU-DoF will collect and analyse data to assess effectiveness of the undertaken activities in achieving the intended goals. This would also involve tracking progress, identifying challenges, and making necessary adjustments.

Chapter-9

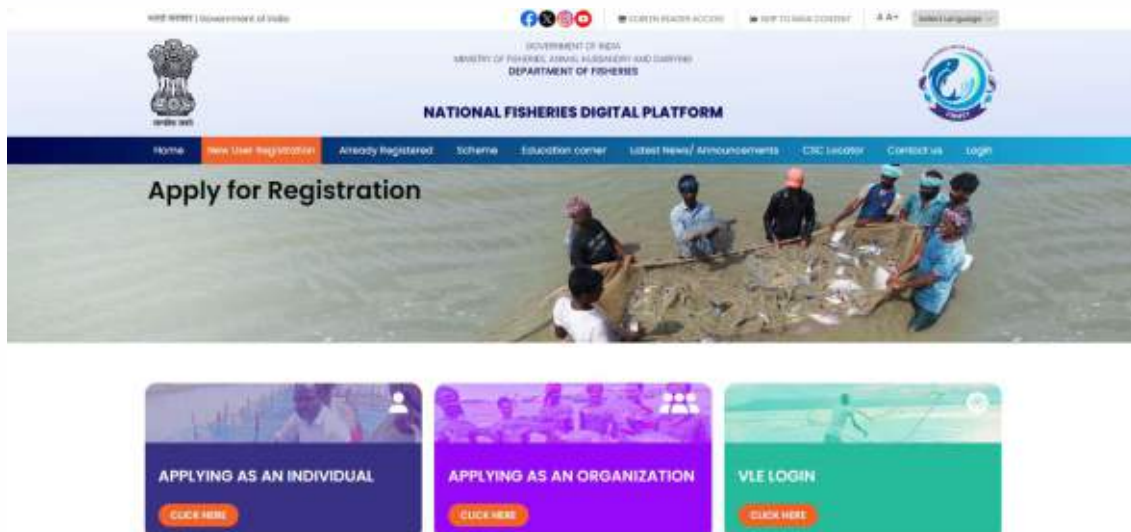
Annexures



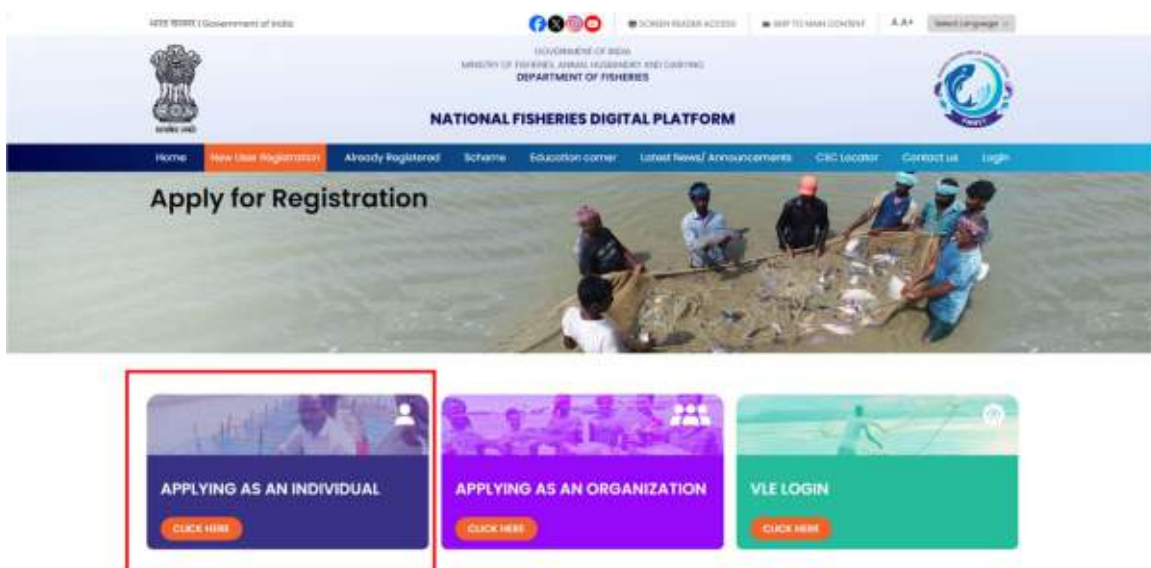
9.1 NFDP registration process

Visual representations of web pages or app interfaces, stripped down to the essentials represented below.

1. Select the category to register.



2. Individual Registration Form selection



Information required for registration

- ✓ Aadhaar number
- ✓ Aadhaar linked active mobile number

Individual Registration

Enter Mobile Number (Aadhaar linked mobile number is preferred)

Enter Captcha

Enter OTP

Please Enter OTP received on mobile number +91 *****4541

2	5	0	2
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284 sec left

Information required for registration

- Aadhaar number
- Aadhaar linked active mobile number

Individual Registration

Enter Aadhaar Number

OTP Fingerprint Iris

I agree to the Terms & Conditions for registration under portal

Back

Validate Aadhaar

Registration Form

1. Personal Details

Registration Form

Personal Details Permanent Address Your Professional Details Your Bank Details

Your Personal Details

Mobile Number *

Aadhaar Number *

Name of Individual *

Gender *

Select Gender▼

DOB *

Father/Spouse Name *

Social Category *

Select Social Category▼

Marital Status *

Yes No

Email ID

Qualification *

Select Qualification▼

UAN (NDUW)





Are you a divyang? *

Yes No

BackSave And Next →

Address details

Registration Form

Personal Details **Permanent Address** Your Professional Details Your Bank Details

Your Permanent Address

House * <input type="text"/>	Street * <input type="text"/>
Landmark <input type="text"/>	Locality * <input type="text"/>
Country * <input type="text" value="INDIA"/>	State * <input type="text" value="State"/>
District * <input type="text" value="District"/>	Sub District * <input type="text" value="Sub District"/>
Pincode * <input type="text"/>	

Current address same as permanent address

Your Current Address

House * <input type="text" value="House identifier if any"/>	Street * <input type="text" value="Street name if any"/>
Landmark <input type="text" value="Landmark if any"/>	Locality * <input type="text" value="Locality if any"/>
Country * <input type="text" value="INDIA"/>	State * <input type="text" value="State"/>
District * <input type="text" value="District"/>	Sub District * <input type="text" value="Sub District"/>
Pincode * <input type="text" value="Pincode"/>	

[Back](#)[Save And Next →](#)

Occupational Details

Registration Form

Personal Details Permanent Address **Your Professional Details** Your Bank Details

Your Professional Details

Occupation *

Select Occupation▼

Type of activities engaged in *

Select Activities▼

Type of engagement-full time/part time *

Type of engagement▼

Species

Type of species▼

Type of assets owned/leased

Type of assets▼

Back

Save And Next →

Bank Details

Registration Form

Personal Details — Permanent Address — Your Professional Details — **Your Bank Details**

Your Bank Details


Account Holders Name

Bank Account Number

Re-enter Bank Account Number

IFSC Code

Congratulations Screen





Congratulations!

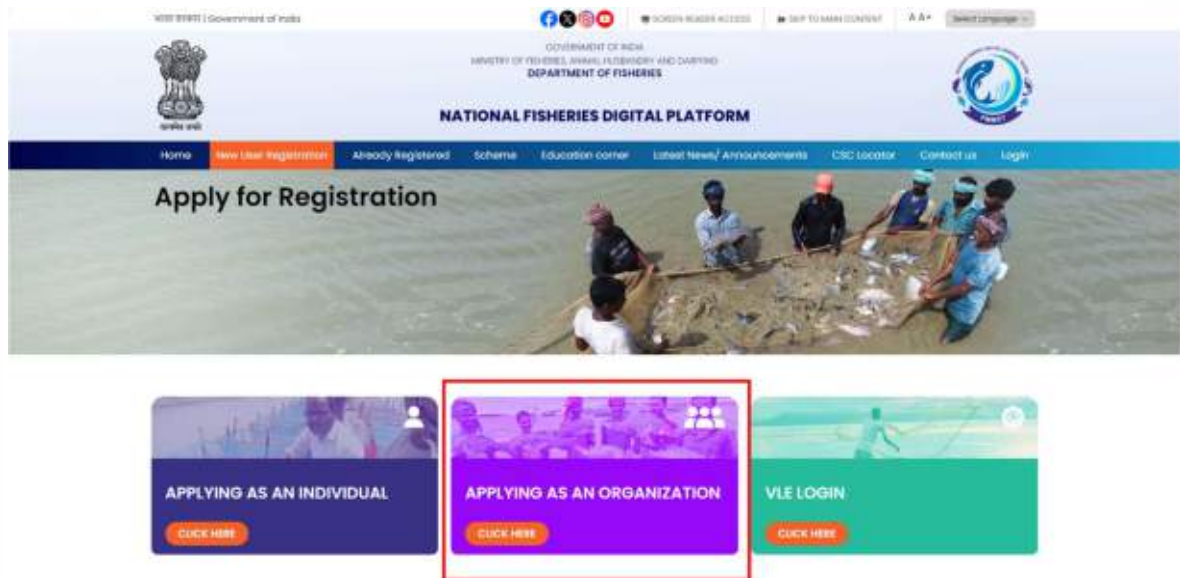
Your Registration Number for National Fisheries Digital Platform is **AP503145436141**. The registration approval will be confirmed and communicated through SMS and E-Mail, post verification by Ministry of Fisheries.

Please note that you will be able to edit your profile for the next 7 days. Once this period has ended, no further changes to the profile will be allowed until the approval process is complete.

Provisional certificate:

 सत्यमेव जयते		
GOVERNMENT OF INDIA MINISTRY OF FISHERIES, ANIMAL HUSBANDRY AND DAIRYING DEPARTMENT OF FISHERY		
National Fisheries Digital Platform Provisional Certificate		
	Registration Number	XXXXXXXXXXXXXXXX
	Name of Individual	XXXXXXXXXXXXXXXX
	Date of registration	XXXXXXXXXXXXXXXX
	Address	XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXX
	Occupation	XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXX
	Type of activities engaged in	XXXXXXXXXXXXXXXX
<small>Disclaimer. This is computer generated certificate, No signature is required.</small>		

Applying as Organization




The screenshot shows the 'Organization Registration' form. The form is titled 'Organization Registration' and has two input fields: 'Enter Mobile Number' and 'Enter Captcha'. The 'Enter Captcha' field contains the text 'ep27z0'. Below the input fields is a red button labeled 'Send OTP'.


Registration Form

Organisation details


Registration Form



Organization Detail




Organization Address



Field of Operation

Organization Detail



NO IMAGE AVAILABLE

Organization Name (The name must be the same as on the PAN) *

Nature of Organization * **Company Registration no. (CIN no.)**

PAN Number * **Date of Incorporation** *

Mobile Number * **URN/Udyam No.**

Name of authorized representative

Designation

Email ID *

Type of enterprise *




Number of Employees *

Back

Save And Next →

Organization Address

Registration Form

 —  — 

Organization Detail **Organization Address** Field of Operation

Organization Registered Address

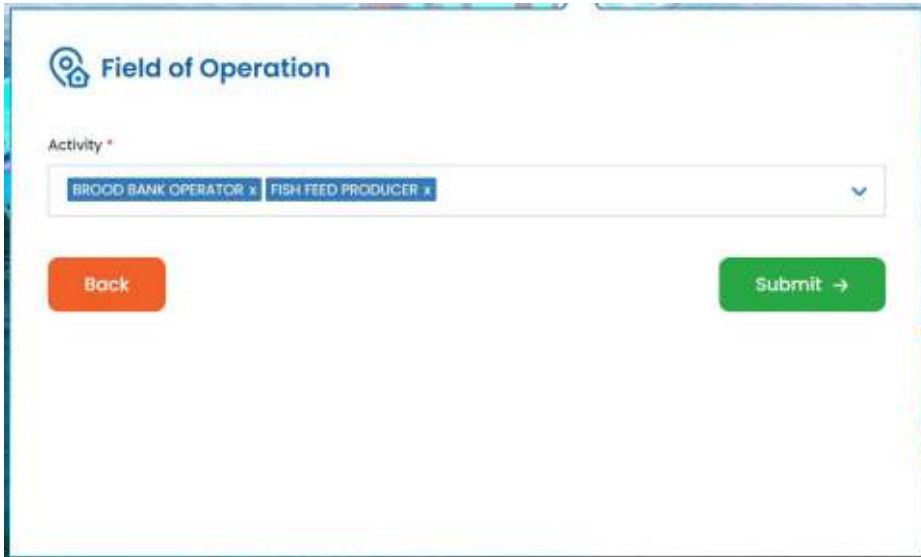
House/Plot *	Street *
<input type="text" value="House/Plot identifier if any"/>	<input type="text" value="Street name if any"/>
Landmark	Locality *
<input type="text" value="Landmark if any"/>	<input type="text" value="Locality if any"/>
Country *	State *
<input type="text" value="INDIA"/>	<input type="text" value="State"/>
District *	Sub District *
<input type="text" value="District"/>	<input type="text" value="Sub District"/>
Pincode *	
<input type="text" value="Pincode"/>	

Correspondence address same as Registered address

Organization Correspondence Address

House/Plot *	Street *
<input type="text" value="House/Plot identifier if any"/>	<input type="text" value="Street name if any"/>
Landmark	Locality *
<input type="text" value="Landmark if any"/>	<input type="text" value="Locality if any"/>
Country *	State *
<input type="text" value="INDIA"/>	<input type="text" value="State"/>
District *	Sub District *
<input type="text" value="District"/>	<input type="text" value="Sub District"/>
Pincode *	
<input type="text" value="Pincode"/>	

Field of Operations



Field of Operation

Activity *

BROOD BANK OPERATOR FISH FEED PRODUCER

Back Submit ->

Congratulation Screen





Congratulations!

Your Registration Number for National Fisheries Digital Platform is **AP502250389859**. The registration approval will be confirmed and communicated through SMS and E-Mail, post verification by Ministry of Fisheries.

Please note that you will be able to edit your profile for the next 7 days. Once this period has ended, no further changes to the profile will be allowed until the approval process is complete.

Download Certificate

Provisional Certificate

 सत्यमेव जयते	
GOVERNMENT OF INDIA MINISTRY OF FISHERIES, ANIMAL HUSBANDRY AND DAIRYING DEPARTMENT OF FISHERY	
National Fisheries Digital Platform Provisional Certificate	
Registration Number	XXXXXXXXXXXXXX
Name of Organization	XXXXXXXXXXXXXX
Date of registration	XXXXXXXXXXXXXX
Address	XXXXXXXXXXXXXX XXXXXXXXXXXXXX XXXXXXXXXXXXXX
Activity	XXXXXXXXXXXXXX XXXXXXXXXXXXXX
<small>Disclaimer: This is computer generated certificate, No signature is required.</small>	

Annexure-II

9.2 State/UTs wise tentative allocation for selection of Fisheries Cooperative

State-wise breakup of tentative allocation for selection of Fisheries Cooperative is given below.

S. No.	Name of the States/ UTs	Primary level
1	Andhra Pradesh	558
2	Arunachal Pradesh	4
3	Assam	116
4	Bihar	105
5	Chhattisgarh	325
6	Goa	5
7	Gujarat	134
8	Haryana	28
9	Himachal Pradesh	14
10	Jharkhand	147
11	Karnataka	142
12	Kerala	188
13	Madhya Pradesh	525
14	Maharashtra	749
15	Manipur	156
16	Meghalaya	27
17	Mizoram	11
18	Nagaland	77
19	Odisha	154
20	Punjab	3
21	Rajasthan	36
22	Sikkim	2
23	Tamil Nadu	289
24	Telangana	1021
25	Tripura	61
26	Uttar Pradesh	237
27	Uttarakhand	38

S. No.	Name of the States/ UTs	Primary level
28	West Bengal	292
29	Andaman & Nicobar Islands	26
30	Daman and Diu and DNH	4
31	Lakshadweep	4
32	Jammu & Kashmir	5
33	Puducherry	15
34	Ladakh	1
Total		5499

NB: In case of shortfall of the application in any states/UTs, their balance shall be re-allocated to the other states with higher number of application than allocated as may be decided by CAC of PMMSY

9.3 Online Application Form

For availing benefit under this component, it is necessary that cooperative must be registered on NFDP.

- If already registered, please Login with Login Credentials-Registered Mobile Number/Registered email/ Unique registration number in NFDP and go to [<Cooperative Module>](#) and click the [<Online Application Tab>](#)
- If not registered, sign up on the NFDP Portal [<Click here to sign up in NFDP>](#) and obtain the unique registration number and proceed as above.

The applicant shall provide detailed authentic information about organization or applicant entity.

Unique registration number in NFDP	District	State	Application submission date
<Auto populate>	<Auto populate>	<Auto populate>	<Auto populate>
Applicant Information			
Name of cooperative	<Auto populate>		
Cooperative Registration Number	<Auto populate>		
Date of registration of cooperative	(DD/MM/YYYY)		
Act under which of cooperative is registered			
Place of Registration	State	District	
	<Drop Down>	<Drop Down>	
Registered Office Address	Complete registered address of the cooperative		
Present Address	Complete present address of the cooperative		
<i>Upload relevant document evidencing legal existence of your entity(s).</i>			
<i>Upload By-Laws</i>		<i>Upload Certificate of Registration</i>	
<i>Upload PAN/TAN Numbers</i>		<i>Upload Annual Subscription fee at Registrar</i>	
Single Point of Contact (SPOC) Details			

In NFDP there will be two Mode to change the SPOC details i.e., by Mobile no/ email Id of the SPOC. Cooperative must provide SPOC organization email ID and Mobile Number when furnishing the SPOC details as this will be the static parameter.

SPOC Name	Name of the primary contact person
Designation	Title of the contact person within the cooperative
SPOC official Email Address	Email address of the contact person
SPOC Official Mobile Number	Phone number of the contact person

Cooperative Society details

Number of Members	Total number of members in the cooperative	
Membership details No. and Categories	SC	
	ST	
	Women	
	Any other	

List of Fisheries and aquaculture economic activities undertaken by the cooperative as per mandated under by-laws

S.No	Activities	Details

Is this multi sectoral or only fisheries Cooperative? Yes/No

If multi sector cooperative, please list the sector-wise activities undertaken

S.No	Activities	Sector	Turnover

Governance and Management Structure

Please indicate the governance, the experience, and the qualification of the management team of the cooperative

Governance Structure and management team of cooperative	
Board member Details	Attach Organogram
Experience in fisheries value chain (word limit of 50 words)	

Educational qualification, skill, and experience of the management team	S.No	Management team member	Educational qualification	Skill	Experience
Key achievements of management/ project team in fisheries value chain or related topic (<i>word limit of 50 words</i>)					
Board Activity and Function of Cooperatives					
Upload the supporting documents.					
<ol style="list-style-type: none"> 1. Proof of Minimum number of members as per eligibility criteria 2. Proof of election of board Members carried out. 3. Minutes of proceedings of general meetings and of board and other meetings for last 3 years. 					
Financial Information					
Details of share capital					
Upload the supporting documents.					
<ol style="list-style-type: none"> 1. Balance sheet 2. Net worth of society 3. Tax details and return filing 					
Turnover (in ₹ lakh)					
Sources of income	S.No	Source	Income (in ₹ lakh)		
Dividend paid to society members	S.No	Year	Dividend		

(years and amount of dividend)			
Attach financial statements or reports demonstrating the financial health and stability of applicant organization. This may include. <ul style="list-style-type: none"> Audited Statements of 3 year 			
Financial assistance availed from other Government. (Centre/States/UTs) schemes		YES/NO (If yes select from below)	
Granting Agency	Scheme Name	Grant Amount (in ₹)	Outcomes Achieved (Maximum 300 Words)
Existing Operational Plan			
Production Process	Describe fish production/aquaculture practices and any value addition processes in maximum 300 Words		
Resource Management	Explain how the cooperative manages human resources, infrastructure, and financial resources in maximum 300 Words		
Quality Control and Assurance	Describe the measures in place to ensure product quality and safety in maximum 300 Words		
Sustainability Plan	Highlight any sustainable fishing practices promoted by the cooperative in maximum 300 Words		
Monitoring Plan			
<i>Systems and processes in the cooperative for monitoring and evaluating the cooperative performance against goals, targets, and key performance indicators (KPIs)</i>			
Mention key performance indicators (KPIs) used for measuring progress	<In note more than 100 Words>		
Mention the mode of collection and maintenance of data	<In note more than 100 Words>		
Mention monitoring plan for the internal monitoring of the progress towards project goals and objectives.	<In note more than 100 Words>		
Risk Management Plan			

Identify potential risks and develop mitigation strategies in maximum 100 Words

Self-Declaration

I, <Name of Authorized representative of the cooperative>, <Designation > having office at <Address of the cooperative > do hereby declare, state and affirm as follows:

- That all the information provided in the application is accurate, true, up-to-date, and presented clearly and concisely to the best of his/her knowledge.
- That the applicant understands in case of any inaccuracy or misrepresentation in the information furnished in the application, his/her application shall be liable for rejection.
- That the Applicant shall submit additional information or documents to DoF, Gol that may be required depending on the specific requirements within the stipulated timeframe.
- The cooperative adheres to all requisite regulations and legal framework.
- That the cooperative has submitted all the applicable supporting documents herewith the application.

I Agree

9.4 Indicative parameters for Gap Analysis

The intermediary agencies shall study the following indicative parameters for developing effective strategies/ comprehensive approach for supporting fisheries cooperatives in their formalization, strengthening, and growth into successful FFPOs. The Indicative parameters for gap analysis are given below :

(A) For formalization and Strengthening:

1. Institutional Framework:

- a. Legal structure of the cooperative (e.g., Primary Fisheries Cooperatives/ District Level Federation/ State Level Federations, Regional Level Federations/ National Level Federation)
- b. Governance practices and leadership capabilities
- c. Compliance with cooperative laws, byelaws, and regulations
- d. Internal control mechanism and financial management system

2. Operational Efficiency:

- a. Existing infrastructure and resources (production/processing facilities, Marketing and cold chain facilities etc.)
- b. Production techniques and equipment's
- c. Post-harvest handling and processing practices
- d. Marketing channels and access to markets
- e. Existing business activities and financial performance

3. Members' Engagement and Participation:

- a. Number of active members and their commitment
- b. Member participation in decision-making processes
- c. Training and capacity building needs of members

4. Monitoring and Evaluation:

- a. Monitoring and evaluation frameworks to track progress, measure impacts, and identify areas for improvement.
- b. Indicators established to assess the effectiveness of interventions and decision-making processes.

(B) Growth into FFPOs:

1. **Business Potential:**

- a. Market demand for the fish and fisheries products to be handled by FFPOs
- b. Potential for value addition through processing and branding
- c. Identification of profitable value chains within the fisheries sector

2. **Financial Sustainability:**

- a. Financial resources available and need for additional resources
- b. Access to institutional credit for additional resources
- c. Capacity for developing suitable business plan
- d. Cost-effectiveness of proposed operations and potential for cost reduction

3. **Capacity Building Needs:**

- a. Training requirements for management of selected fisheries cooperatives in areas like business management, quality control, accounting, record keeping etc.
- b. Leadership development needs for cooperative leaders
- c. Need for training on new technologies for efficient fishing/ aquaculture practices and post-harvest handling and processing

(C) Other Considerations:

1. **Social Impact:**

- a. Potential impact of FFPOs on improving livelihoods of cooperative members

- b. Promotion of gender equity and inclusion within the cooperative with particular reference to women participation

2. **Environmental Sustainability:**

- a. Adoption of sustainable fishing/ aquaculture practices and environment friendly resource management strategies
- b. Compliance with environmental regulations

9.5 Illustrative list of value chains in fisheries and aquaculture sector

Illustrative list of value chains in fisheries and aquaculture sector are as below:

- i) Freshwater aquaculture value chain
- ii) Brackishwater aquaculture value chain
- iii) Seaweed value chain
- iv) Marine capture fisheries value chain
- v) Ornamental fisheries value chain
- vi) Coldwater aquaculture value chain

Such value chains may have several units positioned at their various stages which *inter alia* include the following:

1. Aquaculture pond
2. Inland cage culture Units
3. Open Sea cages/Mariculture units
4. Monoline, Tubnet, Raft, Rope culture
5. Bio-floc/RAS
6. Cold water Aquaculture units and Raceways
7. Nurseries /Seed rearing units /Hatcheries
8. Brood Banks, /seed Banks
9. BMCs
10. NBCs
11. Aquaculture Feed plants/mills
12. Fishing Vessel, Gears, Nets and Accessories
13. Cold Storages
14. Ice Plants
15. Transport and Logistics
16. Fish Markets
17. e-trading and e-marketing platforms for fish and fisheries products
18. Fish Kiosks
19. Live fish vending Centres
20. Labs
21. Ornamental Fisheries units and

22. Aquarium Business Units
23. Bivalve /pearl cultivation units
24. Integrated fish farming/IMTA system
25. Equipment manufacturing units
26. Pre-processing units
27. Processing units and Value Addition Units
28. Deep-sea fishing vessels
29. Up gradation of existing fishing vessels
30. Infrastructure and equipment for promoting hygienic handling, energy conservation, sustainable management aimed to promote value chain efficiency at Fishing harbour /fish Landing centre

Above mentioned list of value chain units is indicative only. The CAC of PMMSY may add or delete the value chain as per sectoral needs and progress during course of Sub scheme implementation.

9.6. Application Form and Format required for PGA

9.6.1. Section 1: Component of PGA

Preliminary Grant Application (PGA) must be filled on the National Fisheries Digital Platform (NFDP). The PGA comprises several essential components, including:

S. No	Particular	Description
1	Cover Letter	A cover letter should be included, containing all requested information, and following the designated outline provided for clarity and completeness.
2	Self-Declaration Form	This form is required to confirm that the applicant meets all eligibility criteria set forth for the grant. It serves as an affirmation of the applicant's compliance with the established requirements.
3	Proposed/Applicant Entity Information	Detailed information about the proposed project or applicant entity must be provided, including background information, organizational structure, and relevant experience.
4	Project Grant Proposal Information	This section encompasses various aspects of the project proposal, including its anticipated impact, operating plan, financial plan, and the specific request for grant funding.
5	Key Documents	Any key documents relevant to the proposal, such as feasibility studies, environmental impact assessments, or project plans, should be included to support the PGA.

9.6.2. Sample Cover Letter

Cover Letter

Date:

Project Director,
PMU, PM-MKSSY,
Department of Fisheries (DoF),
Ministry of Fisheries, Animal Husbandry and Dairying,
Government of India
Krishi Bhawan
New Delhi-110001

Subject: PGA for availing performance Grant under <Component-2/Component-3>
of PM-MKSSY

Sir,

I hereby submit the PGA for availing performance grant request under <Component-2/Component-3> on behalf of <Self/Organization's Name> for the implementation of the project titled <Project Name>.

Kindly find herewith attached required declarations and supporting documents for consideration.

Looking forward to hearing from you soon so that FGA may be submitted accordingly.

Yours faithfully,

(Upload Signature of the Authorised signatory /Individual Applicant)

Name: XYZ

Date: <DD/MM/YYYY>

Place: ABC

NFDP ID:<Auto populate>

Annexure VIII

9.6.3. Online Application form: PGA

For availing benefit under this component, it is necessary that applicant must be registered on NFDP.

- If already registered, please login with Login Credentials-Registered Mobile Number/Registered email/ Unique registration number in NFDP and go to [<Performance Grant link>](#) and click the [<PGA Tab>](#)
- If not registered, sign up on the NFDP Portal [<Click here to sign up in NFDP>](#) and obtain the unique registration number and proceed as above.

The applicant shall provide detailed authentic information about organization or applicant entity. This information will help in assessing entity eligibility, credibility, and capacity to effectively utilize the grant funds.

Applicant Information

Unique registration number in NFDP	District	State	Application submission date
Auto Populate/Manual entry	Auto Populate	Auto Populate	Auto Populate
<p><i>In case of Aggregated Application/Bunch of Application through a single Unique registration number in NFDP, the Lead Agency shall first fill its own credentials and business proposal details .After that <Click on “Add Other Applicant Button” Sign> to generate new application form for furnishing the credentials and business proposal details of other value chain actors(individuals/Companies).Post completion of all the forms of the Value chain actors, The lead Agency will submit all the Aggregated Application/Bunch of Application in one go by clicking submit button.</i></p> <p><i>The applicant should fill up all the required fields accurately</i></p>			
Entity Information:			
Name of the Applicant (Individual/ Fisheries Microenterprise/ Fisheries		Auto Populate	

Small enterprise /leadpartner of consortium /Aggregator/ FFPO/ Proposing Entity)				
Owners' Gender		<i>Auto Populate</i>		
Owners' Category (SC/ST/General) <Upload caste certificate>		<i>Auto Populate</i>		
Proposing entity statutory/legal Registration status		<i>Auto Populate</i>		
PAN number of beneficiary		< <i>Auto Populate for Organisation</i> <i>To be entered by Individual</i>		
List of Scheme benefits availed by beneficiaries from Central Government		<Auto fill by PAN - API integration>		
Legal Status: Provide information on the legal structure of your organization (e.g., corporation, LLC, partnership). **				
Proprietary	Partnership	Pvt. Ltd.	LLC	Others (Please specify e.g., Fisheries Cooperative, FFPO, FPO, SHG etc.)
<i>Auto Populate</i>	<i>Auto Populate</i>	<i>Auto Populate</i>	<i>Auto Populate</i>	<i>Auto Populate</i>
Constitution type and date of institution of proposing entity/ lead partner in case of consortium/Aggregator <i>**Upload supporting document regarding legal status of your entity(s) e.g., Certificate of Incorporation / Registration as per Companies Act, 1956 etc.</i>				
Act under which registered		<i>Auto Populate</i>		
Registration Number		<i>Auto Populate</i>		
Registration date		<i>Auto Populate</i>		
Registered Address		<i>Auto Populate</i>		
Present Address		<i>Auto Populate</i>		
Contact Details		Mobile Number	Email ID	
		<i>Auto Populate</i>	<i>Auto Populate</i>	
		Micro enterprise	Small enterprise	

<p>Whether Fisheries and Aquaculture Micro- or Small enterprise <i>(Upload the necessary supporting document)</i></p>		
<p>Ownership Structure <i>(Apprise the ownership structure of enterprise including details of shareholders, partners, or board members. All listed members of enterprise must be registered in NFDP)</i> <i>(Upload ownership structure document)</i></p>	<p><Name> and <NFDP Registration Number> Validation through OTP for everyone</p>	
<p>Financial Information <i>(Upload financial statements or reports demonstrating the financial health and stability of applicant organization. This may include balance sheets, income statements, and cash flow statements.)</i></p>	<p>Investment (in ₹ lakh)</p>	
	<p>Turnover (in ₹ lakh)</p>	
<p>Whether registered with Any other Government Agencies</p>	<p>YES/NO (If yes Please Specify)</p>	
<p>Financial assistance availed from other Government (Centre/UTs) schemes for the activities proposed under this project. <i><Beneficiary can not avail benefit for the same project if availed from the other central Government scheme, except FIDF></i></p>	<p>YES/NO (If yes select from below)</p>	

Granting Agency	Scheme Name	FY of sanction	Grant Amount (₹ lakh)	Outcomes Achieved
				Upload documents (Maximum 300 Words)
Single point of contact (SPOC)		<Auto Populate and editable>		
SPOC NFDP Registration Number		<Auto Populate>		
Mobile Number of SPOC (If applicant is Fisheries and Aquaculture Micro- /small- enterprise, provide organization's mobile for the SPOC as this will be static parameter)		<Auto Populate and editable>		
Email ID of SPOC (If applicant is Fisheries and Aquaculture Micro- /small- enterprise, provide organization's email ID for the SPOC as this will be static parameter)		<Auto Populate and editable> (NFDP developer: 2 Mode to change the SPOC details -by Mobile no/email): OTP validation		

Project Information

Particular	Details
Category* of performance grant under which application is made. (*Applicant can choose either component 2 or Component 3)	Component 2 OR Component 3
If component 2 please select the broad area of project proposal under the Value chains in list	Select One: Dropdown I. Freshwater aquaculture value chain II. Inland Capture Fisheries value chain

	<p>III. Brackishwater/Saline water aquaculture value chain</p> <p>IV. Seaweed value chain</p> <p>V. Marine capture fisheries value chain</p> <p>VI. Ornamental fisheries value chain</p> <p>VII. Coldwater aquaculture value chain</p> <p>VIII. Any other, Specify</p>
<p>If Component 2, select the unit relevant to your project proposal.</p> <p><i>(Applicant may choose one or more options)</i></p>	<p>Multiple Selection: Checker box</p> <ol style="list-style-type: none"> 1. Aquaculture pond 2. Inland cage culture Units 3. Open Sea cages/Mariculture units 4. Monoline, Tubenet, Raft, Rope culture 5. Bio-floc 6. RAS 7. Cold water Aquaculture units and Raceways 8. Nurseries /Seed rearing units /Hatcheries 9. Brood Banks/seed Banks 10. BMCs 11. NBCs 12. Aquaculture Feed plants/mills 13. Fishing Vessel, Gears, Nets and Accessories 14. Processing units 15. Cold Storages 16. Ice Plants 17. Transport and Logistics 18. Fish Markets 19. e-trading and e-marketing platforms for fish and fisheries products 20. Fish Kiosks 21. Live fish vending Centres 22. Labs

	<ul style="list-style-type: none"> 23. Ornamental Fisheries units and 24. Aquarium Business Units 25. Bivalve /pearl cultivation units 26. Integrated fish farming/IMTA system 27. Equipment manufacturing units 28. Processing units and Value Addition Units 29. Deep-sea fishing vessels 30. Up gradation of existing fishing vessels 31. Any other, Please Specify
<p>If Component 3, select the activity(s) relevant to your project proposal.</p> <p><i>(Applicant may choose one or more options)</i></p>	<ul style="list-style-type: none"> 1. Setting up of retail vending kiosks and required cold storages and other equipment in targeted urban market. 2. Upgradation and renovation of infrastructure facilities related to fish production, processing, storage, transportation, and marketing to ensure hygienic handling and storage and production of safe fish. 3. Collection and treatment facility for wastes 4. Investment for inputs such as assured quality seed and feed 5. Transport and Distribution network and equipment including cold/refrigerated transport and cold storage. 6. Adoption of best management practices across the value chain 7. Implementation of Hazard Analysis and Critical Control Points (HACCP) for fish processors and exporters 8. Adoption of standard and certification across the value chain

	<p>9. Establishment of Traceability system including the use of blockchains and other technology-driven solutions</p> <p>10. Implementing biosecurity measures in aquaculture facilities to prevent disease outbreaks.</p> <p>11. Establishing or upgrading testing facilities/ laboratories for seed, feed, fish and fishery products for safety and quality assurance</p> <p>12. Implementing digital solutions for real-time monitoring of fish quality parameters during production, transport, and storage</p> <p>13. Adoption of sustainable processing and packaging technologies for fish products</p> <p>14. Any other, please specify</p>			
Cluster detail	(Geographical location of the cluster)			
Whether the proposed business plan is cluster specific <YES/NO>	State	District	Town	Village
Project Title	Write Project Title			
Project Location	<Dropdown-State/District/Sub District/Pin Code>			
Project Objectives	Write objectives of the project (Not more than 100 words)			
Rationale of the proposed Project	Write about rationale of the project including identified gaps and proposed interventions to bridge the gap. <i>(Not more than 150 words)</i> <i>(Example to be written for Rationale)</i>			
<i>Upload supporting documents If any (Word/PDF)</i>				

Justification for Coverage under Component-2 / Component-3	<i>(Not more than 150 words)</i> <i>(Example to be written for Justification)</i>		
<i>Upload supporting documents If any</i>			
For component 2 Fisheries and Aquaculture Microenterprises exclusively owned by women. <i>(In case of Aggregated Application/ Consortium of enterprises)</i>	Number only <i>(details need to be given in FGA)</i>		
For component 3 Fisheries and Aquaculture Micro- / small enterprises exclusively owned by women. <i>(In case of Aggregated Application/ Consortium of enterprises)</i>	Number only <i>(details need to be given in FGA)</i>		
	Fisheries and Aquaculture microenterprises	Fisheries and Aquaculture small enterprises	
Total duration of the project: Component-2 <i>(Estimated timeline for project implementation, including key milestones and deliverables.)</i>	Total Duration (in Years) From<dd/mm/yyyy>		
	Year <i>(Drop down)</i>	Milestones <i>(Prefilled)</i>	Deliverables
	Year-1	Job Created	
		Job Maintained	
Value chain efficiency			
Total duration of the project: Component-3 <i>(Estimated timeline for project implementation, including key milestones and deliverables.)</i>	Total Duration (in Years) From<dd/mm/yyyy>		
	Year <i>(Drop down)</i>	Milestones <i>(Prefilled)</i>	Deliverables

	Year-1	Job Created		
		Job Maintained		
		Safe fish and Quality Assurance		
Total project cost (in ₹)				
Item wise breakup of investment proposed/made for availing Performance Grant.	Item	Related Activity	Expenditure against Investment (Amount in ₹)	Justification
	For Component 2			
The total investment shall consist of expenditure incurred on capital investments made on new plant and machinery, equipment including technical civil/electrical works and associated infrastructure, transport and distribution infrastructure, energy efficient devices including Renewal Energy devices, technology interventions, such other interventions leading to improvement in value chain efficiency; and salary bills for additional jobs created in the year of application made under the scheme.				
For Component 3				
Total investment for the purpose shall consist of the expenditure incurred on a)				

capital investments made on new plant and machinery, b) equipment including technical civil/electrical works and associated infrastructure, c) transport and distribution infrastructure, d) collection and treatment facility for wastes, e) disease management, best management practices, standards, certification and traceability, technology interventions, and such other investments leading to production and supply of safe fish and f) salary bills for additional jobs created in the year of application made under the scheme.				
Total eligible investment for performance Grant (in ₹)	<Addition of Column Expenditure against Investment (Amount in ₹)>=YY			
Source of funding for the project cost	Source		Amount (in ₹)	
	Self			
	Institutional credit			
Are you availing the benefit of Component 1A	Yes/No			
Do you need facilitation for availing loan	Yes/No			
	If yes, please give bank details			
	Bank Name	Branch	Amount (in ₹)	
Total amount of estimated performance grant*	Estimated Performance Grant in ₹:		Percentage of Total eligible investment	

<p>(*This estimate is tentative only based on the information provided. Actual calculation of eligible performance Grant will be subject to scrutiny and final assessment) <Click to proceed> For NFDP developer to incorporate auto calculator with disclaimer</p>	<p>XX (As per guidelines)</p>	<p>=(XX/YY)*100</p>
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Performance Grant Proposal Information:

<p>1. Governance and Management Structure Please indicate the governance structure along with prior experience and the qualification of the management team identified for the proposed project(s).</p>		
<p>Governance Structure and management team proposed for the project. Strategic Business Unit (SBU), subsidiary company, FFPO, Fisheries Cooperatives etc. (150 words)</p>		
<p><i>Attach: Supporting documents (Organogram)-PDF,</i></p>		
<p>Prior experience in fisheries value chain (word limit of 50 words)</p>		
<p>Upload Key documents</p>		
<p>Educational qualification, skill, and experience of the management team (Team member wise; wordlimit of 50 words)</p>		
<p>Upload Key documents</p>		
<p>Key achievements of management/ project team in fisheries value chain or related topic (word limit of 50 words)</p>		
<p>Upload Key documents</p>		
<p>Systems and processes proposed for monitoring and evaluating organizational performance against goals, targets, and key performance indicators (KPIs)</p>		
<p>Goals</p>	<p>Targets</p>	<p>Key Performance Indicators</p>
<p>Upload Key documents</p>		

2.Details of the Value chain members (forward and Backward Linkage) associated with the proposed project activities, role, type of entity, total employee associated with this value chain and percentage of women in the total employees (jobs)

Member	Role	Type of entity (Microenterprise (for profit), not- for profit organization, research institute etc.	Registration status	Total Jobs/ employees	Number of women employees

Upload all MoUs/ contracts for forward and backward linkage as part of the PGA

Details of the team member/employees, role, total employee associated (existing and projected) with this value chain and percentage of women in the total employee (jobs)

Existing Team Member/Employee

Team Member/Employee	Role	Registration status in NFDP

Projected Team Member/Employee (Number only):

Male	Female

Proposed Performance Targets and expected impacts

Anticipated Economical Performance benefits

Standard	Proposed Target/ Expected impacts
Number of Jobs created and maintained	
Number of Jobs created and maintained at each step of the value chain	XX Jobs to be created in YY step of value chain. XX Jobs to be maintained in YY step of value chain.
Increased employment opportunities for women	Out of total jobs to be maintained – number of jobs for women. Out of the total jobs to be created – number of jobs for women

Proposed Improvement in Fisheries value chain (Component-2)	
Activity-1	
Activity-2	
Proposed interventions for improving fish product safety and quality assurance systems (Component-3)	
Activity-1	
Activity-2	
Social Performance Targets	
Standard	Proposed Target/ Suggested Measures /Expected impacts
Ensuring safe workplace for women	Measures to be taken for ensuring safe workplace for women. 1.Aaaa (e.g., Vishaka guidelines) 2.Bbbb
Skilling/ upskilling opportunities	Projected measures for skilling/ upskilling of employee 1.Aaaa 2.Bbbb
Environmental Performance Indicators	
<i>(Select appropriate standard that you propose to address and expect to achieve through project)</i>	
Standard	Select (YES/NO)
Decarbonization of value chain	
Resource efficiency including water and energy-efficiency	
Use of renewables	
Resource efficiency including water and energy-efficiency	
Climate-smart technologies	
Scale of GHG emission reduction	
Improved hygiene and safety	
Improved waste/pollution management	
Zero Waste Target	
Others, If any	
Operational and Technical feasibility of the project	

(Describe each in 100 words)

Self-Declaration for proposal

I, **<Name of beneficiary/Authorized representative of the organization>**,
<Designation of the Proposer -signing authority representing the proposing entity> having office at**<Address of the proposing entity>** do hereby declare, state, and affirm as follows:

- That all the information provided in the application is accurate, true, up-to-date, and presented clearly and concisely to the best of his/her knowledge.
- That the applicant understands in case of any inaccuracy or misrepresentation in the information furnished in the application, his/her application shall be liable for rejection.
- That the Applicant shall submit additional information or documents to DoF that may be required depending on the specific requirements within the stipulated timeframe.
- If selected for Final Grant Application, the Applicant/Proposer shall furnish all the necessary details as per the FGA requirement for Performance Grant
- The project will adhere to all requisite regulations and legal framework including but not limited to labour laws, environmental laws, tax laws, industrial laws.
- The Applicant/Proposer shall ensure that all microenterprises and their employees and suppliers' part of the proposed project value chain are registered on the National Fisheries Digital Platform (NFDP) of DoF
- The Applicant/ Proposer takes the necessary undertaking to make all salary and contract payments using digital payment systems.
- That the Applicant/Proposer has submitted all the applicable supporting documents herewith the application/proposal.
- If FGA approved, the Applicant/Proposer shall comply with all requisite procedures including monitoring and reporting framework as agreed upon, shall self- report on performance criteria as agreed and shall consent for DoF to carry independent verification through a third-party agency. Failing meeting any of the performance criteria, DoF would take the requisite steps as agreed between the parties.

I Agree

9.6.4. Self-Declaration Form

'Self-Declaration Form 1 – for Eligibility of Applicant'

<The applicant is required to check the eligibility guidelines including the exclusion list before applying for the performance grant. The applicant is required to furnish a 'self-declaration' as per the following format, confirming meeting the eligibility criteria as per the guidelines.>

Declaration-1

I, <Name of authorized signatory>, <Designation/Affiliation of the Signatory, having office at<Address of Office> do hereby declare, state, and affirm as follows:

- That all information provided in the PGA and documents provided therein are true and correct.
- That the applicant shall make available to DoF any/all additional information it may find necessary for the evaluation of PGA and to proceed to the Final Grant Application (FGA) Stage.
- I declare and certify that applicant is in compliance with all applicable eligibility guidelines including:
 - a. no production, processing or marketing activities associated with the value chain in the proposed project is situated in protected areas (national parks, wildlife sanctuaries, coral reefs, mangroves, turtle nesting sites, horseshoe crab nesting sites) or based on any endangered species of fish or other fauna or flora,
 - b. no production or processing activities use wildlife products,
 - c. no production process uses inputs or products illegally obtained from protected areas,
 - d. all activities adhere to acceptable pollution control measures/norms.
 - e. no production, processing or marketing activities is in violation of the seasonal ban on fishing, or any such prohibited activities imposed by Government.
 - f. no activities utilise the exotic fishes banned by Government.
 - g. no use of any banned antibiotics and pharmacologically active substances in aquaculture
 - h. adhere to all activities as notified by Department of Fisheries, Government of India from time to time.
- I declare that the proposed project would follow all the environment and social management mechanisms, provide the necessary evidence to DoF for the same, including but not limited to:

- a. Improved hygiene and improved waste/pollution management.
 - b. Job creation for women
 - c. Ensuring safe workplace for women and adhering to Vishakha Guidelines and specific requirement to create safe workplace for women.
 - d. Adherence to basic fiduciary controls like use of direct benefit transfer (DBT) for fund transfer, norms for account keeping, requirement for audit and clear demonstration that funds have been used for the purposes intended.
- The project will adhere to all requisite regulations and legal framework including but not limited to labour laws, environmental laws, tax laws, industrial laws. That the Applicant/Proposer has submitted all the applicable supporting documents herewith the application/proposal.
 - That Applicant/ Proposer has not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any proposal/ application submitted by or any agreement/proposal entered into with DoF or any other public sector enterprise or any government, Central or State; and has not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority ; and have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
 - The Applicant/ Proposer agrees and undertakes to abide by all the terms and conditions of the application/ proposal and the Performance Grant Guidelines

In witness thereof, I/we submit this application/ proposal under and in accordance with the terms of these present.

Yours faithfully,

(Signature of the Authorised signatory of the Applicant/ Proposer)

Name:

Date:

Place:

DIN/PAN:

9.6.5. Key Documents

Key documents to be attached.

Applicant shall ensure that the following documents are attached with the PGA:

01. Documents evidencing legal existence of the entity (s) e.g., Certificate of Incorporation / Registration / License under Section 25 of the (Indian) Companies Act, 1956 etc.
02. Details of shareholders/ members/ trustees along with documentary evidence supporting the same as register of members / returns submitted with the authorities etc.
03. Details of the governing council members / board of directors/ management team looking after day-to-day affairs of your entity(s) along with documentary evidence supporting the same like register of directors / return submitted with the authorities etc.
04. Details of registration with tax/other authorities for the purpose of exemptions if any
05. Address of the registered office/ corporate/ branch offices along with documentary evidence like copy of the registration certificate of the company, lease deeds, property papers etc.
06. Provide tax and/ or other applicable statutory returns / reporting filed/ made with the government authorities for the last three years or since existence whichever is later along with relevant corporate progress and financial reporting documents like Balance Sheet/ Profit and Loss Account/ Statement of Expense etc.
07. Confirmation certificate in original signed by the head of the applicant entity such as Managing Director/ Chief Executive Officer/ Chairman confirming compliance with all applicable laws including but not limited to labour laws, environmental laws, tax laws, industrial laws, along with applicable supporting documents.
08. Details of all secured and unsecured loans / financial assistance availed by your entity(s) from banks / financial institutions / government institutions along with details of any mortgage, charge, hypothecation, on any property of your entity(s)

09. Details and documents pertaining to all major contracts / agreements executed by your entity(s) imposing obligation/ liability and/ or special right on your entity(s) including and not limited to employment contracts with key employees.
10. Details regarding pending or threatened litigation / quasi-judicial proceedings, notices / orders etc. (if any) in relation to or in manner affecting the rights of your entity (s) to any movable / immovable asset / liability along with relevant documents.
11. Details of all member partners/ participants of the value chain (microenterprises) supported with registration proofs.

9.7 Application Form and Formats required for FGA.

Once the PGA is selected, applicant would be requested to furnish FGA for further consideration on the Performance Grant proposal. FGA must contain the appropriate Environmental and Social Management Plan and a complete Business Plan. In case the clusters/products value chain analysis is not available, FGA should include a history of the business to substantiate the business plan.

The evaluation will be based on a number of criteria, including each FGA's economic, financial, technical, socio-economic, and environmental impact; the extent to which stakeholders are benefitted, the investment's multiplier or replication potential, and the clarity of the plans etc. Once the FGA has been approved, a grant agreement/administrative approval will be signed between the PMU and the beneficiary which would include the terms and conditions for release of funds, self-reporting, third-party verifications, monitoring and evaluation, etc.

For the FGA, proposing entity shall furnish the following documents/forms:

1. Cover letter for FGA
2. Submit Online Application form of FGA
3. Business Plan of the Proposing Entity
4. Undertaking

9.7.1. Sample Cover Letter

Cover letter for the FGA is given below.

Cover Letter

Date:

Project Director,
PMU, PM-MKSSY,
Department of Fisheries (DoF),
Ministry of Fisheries, Animal Husbandry and Dairying,
Government of India
Krishi Bhawan, New Delhi-110001

Subject: FGA for availing performance Grant under <Component-2/Component-3>
of PM-MKSSY

Sir,

I hereby submit the FGA for availing performance grant request under <Component-2/Component-3> on behalf of <Self/Organization's Name> for the implementation of the project titled <Project Name>.

Kindly find herewith attached required declarations and supporting documents for consideration.

Looking forward to hearing from you soon about the FGA status.

Yours faithfully,

(Upload Signature of the Authorised signatory /Individual Applicant)

Name: XYZ

Date: <DD/MM/YYYY>

Place: ABC

NFDP ID:<Auto populate>

9.7.2. Online Application form: FGA

NFDP Registration Number	Enter applicant NFDP Registration Number			
Performance Grant Application Number	Auto Populate			
Applicant/ SPOC details				
Name	Auto Populate			
Mobile	Auto Populate			
Email	Auto Populate			
Implementation Plan with Key outputs and timeline				
<i>This implementation plan should include a structured framework for the effective utilization of the performance grant, ensuring clear objectives, key outputs, a realistic timeline, budget allocation, risk management strategies, and monitoring and evaluation mechanisms. Provide key outputs/innovations that will make value chain sustainable, along with and timeline</i>				
Area of Activities in Value chain	Proposed Improvement	Key Activities	Key Outputs with time period (quantitative, qualitative)	Performance standard/target met at each step (economic, social, environmental)
Fish production and Productivity				
Quality Seed production				

Quality Feed production				
Fishing/harvesting				
Cold Chain				
Processing				
Transportation				
Distribution				
Export/Import				
Food service				
Retail				
Ecommerce				
Ornamental Fisheries				
Seaweed				
Others (Please Specify)				
Describe how the project will be sustained beyond the grant period.				
Aspect		Strategy		Details
Financial Sustainability				
Operational Sustainability				
Capacity Building				
Community Engagement				
Project Team				
Enlist Team members involved in the project, including their roles, qualifications, and relevant experience.				
Designation	Qualifications	Relevant experience	Role	Responsibilities

Is Applicant entity certified by any national/International authorized certification agency	YES/NO (If yes Please Specify)			
Furnish details in case of Aggregated Applications				
Details of the Value Chain partners/ fisheries and aquaculture microenterprises (for component 2)	Furnish details			
Details of Value Chain partners/ Fisheries and aquaculture micro- and small- enterprises (for component 3)	Furnish details			
Fisheries and aquaculture microenterprises exclusively owned by women (for component 2)	Furnish details			
Fisheries and aquaculture micro- and small- enterprises exclusively owned by women (for component 3)	Microenterprises	Small enterprises		
Monitoring Plan				
Brief plan for monitoring the progress towards project goals and objectives.				
Key performance indicators (KPIs) that shall be used measure progress				
Mode of collection and maintenance of data				
Furnish supporting details/documents as Suggested by V&MC, and required by GC				
Attach necessary Supporting documents				
Proposed Milestones				
Stage	Time (year/quarter)	Amount (%)	Key Outputs	Performance Standard achieved
Infrastructure Installation				

Operationalization of Project				
Claim for Job creation/Maintenance				
Projected Profit and loss statement for the project for next 3 years to assess financial sustainability				
Attach P&L Statement				

9.7.3. Undertaking

Date:

Project Director,
PMU, PM-MKSSY,
Department of Fisheries (DoF),
Ministry of Fisheries, Animal Husbandry and Dairying, Government of India,
Krishi Bhawan, New Delhi-110001

I, <Name> , <Designation> of the Proposer (signing authority representing the proposing entity), having office at do hereby declare state and affirm as follows:

- That all information provided in the Proposal and documents provided by the Applicant/ Proposer are true and correct.
- That the Applicant/Proposer shall make available to DoF any/all additional information it may find necessary for the evaluation of the application/proposal.
- The Applicant/Proposer is furnishing all the necessary details as per the FGA Application format and Performance Grant Guidelines
- The project will adhere to all requisite regulations and legal framework including but not limited to labour laws, environmental laws, tax laws, industrial laws.
- The Applicant/Proposer shall ensure that all microenterprises and their employees and suppliers' part of the proposed project value chain have completed registration on the NFDP of DoF
- The Applicant/ Proposer takes the necessary undertaking to make all salary and contract payments using digital payment systems.
- That the Applicant/Proposer has submitted all the applicable supporting documents herewith the application/proposal.
- The Applicant/Proposer shall comply with all requisite procedures including monitoring and reporting framework as agreed upon, shall self- report on

performance criteria as agreed and shall consent for DoF to carry independent verification through a third-party agency. Failing meeting any of the performance criteria, DoF would take the requisite steps as agreed between the parties.

Yours faithfully,

(Signature of the Authorised signatory of the Applicant/ Proposer)

Name: Date: Place:

DIN/PAN:

9.8 Online Application for Claiming Performance Grant

Performance Grant claim Application for the Component 2 or component 3

NFDP Registration Number		Applicant to enter the NFDP registration Number	
Applicant Name		Auto Populate	
Application Date		Auto Populate	
Progress Against Committed Investment			
S. No	Activity	Investment (in ₹)	Remarks
1			
2			
3			
Total		Auto Calculate	
Upload the supporting documents for the investment made Refer Annexure XII for necessary documents			
Total Committed Investment Against Job Created and Maintained(B): Auto Populate			
Total: (A+B)			
Progress Against committed Investment			
Progress Against Job Created and Maintained			
S. No	Job Created/Maintained	Gender of Employee(M/F)	Salary (in ₹)
1			
2			
3			
Total			Auto Calculate
Upload the supporting documents for the Job Created and Maintained Refer Annexure XII for necessary documents			
Upload self-declaration Certificate from Statutory Auditor or Independent Chartered Accountant, whichever is applicable, stating / covering: 1.			
Performance Grant Claimed for the Investment Made			

S. No	Instalment	Amount (in ₹)	Remarks
1	Instalment-1		
2	Instalment-2		
	Total Amount		

Performance Grant Claimed for the Job Created and Maintained

S. No	Instalment	Amount (in ₹)	Remarks
1	Instalment-1		
2	Instalment-2		
	Total Amount		

Undertaking

I hereby undertake that:

1. There is no deviation in the amount claimed against investment made; and Job created /maintained from the amount as agreed in the Grant Agreement/Administrative Approval
2. Committed Investment applicable has been achieved as per the Grant Agreement /Administrative approval.
3. Investment has been made in accordance with Scheme Guidelines.

I Agree

9.9 Indicative list of key documents

9.9.1. Proof of Job Created and Maintained

Indicative list of key documents that can serve as proof of employment:

S. No	Document	Description
1	Employment Contract or Offer Letter, In case available	A formal document outlining the terms and conditions of employment, including job title, responsibilities, salary, benefits, and start date.
2	Employee Identification (Mandatory)	This may include a photocopy of the employee's identification card, or any government-issued photo identification card.
3	Salary Slips or Pay Slips (Optional)	Documents showing details of the employee's salary, including earnings, deductions, and net pay, issued by the employer on a regular basis and receipt of digital payment
4	Digital Payment of salary (Mandatory)	Receipt of digital transfer of Payment
4	Bank Statements (In case required)	Statements reflecting salary deposits made by the employer into the employee's bank account, providing evidence of regular income.
5	Tax Forms (In case applicable)	Documents such as Form 16 issued by the employer to the employee for tax reporting purposes, confirming employment and income details.

9.9.2. Proof of Investment Made

Indicative list of some of the key documents that can serve as proof of Investment.

S. No	Category	Document type
1.	Investment in infrastructure	Copies of agreements, GST invoices, or receipts, construction contracts related to your investment in the fisheries value chain
2.	Investment in aquaculture	Broodstock purchase receipts, feed purchase invoices, pond lease agreements, etc.
3.	Investment in processing or marketing	Equipment purchases invoices, processing unit setup licenses, cold storage facility agreements, etc.

S. No	Category	Document type
4.	Investment Agreement	A formal agreement outlining the terms and conditions of the investment in the fisheries value chain, signed by both parties.
5.	Financial /Bank Statements	Documents such as bank statements, balance sheets, and income statements demonstrating the funds allocated and invested in fisheries-related activities. Statements showing the flow of funds related to the investment (In case applicable).
6.	Receipts and Invoices	Receipts and invoices for purchases related to the investment, such as equipment, infrastructure, materials, or services.
7.	Permits and Licenses	Permits, licenses, or registrations obtained from relevant authorities for establishing or operating fisheries-related businesses or activities
8.	Contracts	Contracts or agreements with suppliers, contractors, or service providers related to the investment in the fisheries value chain.
9.	Environmental Clearances	Documents demonstrating compliance with environmental regulations and obtaining necessary clearances for fisheries-related activities.
10.	Tax Records	Tax-related documents, such as tax returns, certificates, or receipts, indicating the payment of taxes related to the investment.
11.	Progress Reports	Reports documenting the progress and milestones achieved in implementing the investment in the fisheries value chain.
12.	Salary Bill	Salary bills for additional jobs created in the year of application made under the scheme

9.10 Indicative List for V&MC for Verification and Monitoring at PGA level

The indicative list of some of key factors to be considered during on-site verification at Preliminary Grant Application (PGA) by V&MCs are given below. This is indicative list only and may change as per the need of project, region, project type, or based on any other requirement.

S. No	Particular	Details
1.	Personal detail of Applicant	Verify Name, Address, Age, Government Issued Photo ID (e.g., Passport, National ID)
2.	Location of project	<ul style="list-style-type: none"> • Project Site Map/Survey • Address Proof for Project Location
3.	Credential (In case applicable)	<ul style="list-style-type: none"> • Necessary Licenses/Certifications, in case any, required for the project • Educational Degrees/Diplomas, in case required, of key personnel • Experience Letters/Project Portfolios demonstrating relevant experience wherever applicable
4.	Existing facility	<ul style="list-style-type: none"> • Ownership Documents/Lease Agreements (for existing facilities) • Utility Bills/Maintenance Records for existing facilities • Photos/Videos of Existing Facilities
5.	Project capability	<ul style="list-style-type: none"> • Feasibility Report/Business Plan • Technical Specifications/Engineering Designs • Project Schedule/Timeline
6.	Land acquisition/ Leasing status	<ul style="list-style-type: none"> • Land Ownership Documents (in case land is purchased) • Lease Agreements (in case land is leased) • Government Approvals (in case required for land use)
7.	Financial capability	<ul style="list-style-type: none"> • Audited Financial Statements • Bank Statements • Tax Returns

8.	Financial assistance availed from other Government. (Centre/States/UTs) schemes	<ul style="list-style-type: none"> • Award Letters/Agreements for Previous financial assistance • Completion Reports/Utilization Certificate for Previous Government assistance
9.	Credit Support (From Financial Institution)	<ul style="list-style-type: none"> • Letters of Intent/Loan Agreements/Repayment status (from investors/ Financial Institution)
10.	Proposal Document	Detailed project proposal outlining objectives, activities, expected outcomes, and performance indicators.
11.	Budget Statement	Proposed budget for the project with a breakdown of costs, including direct and indirect expenses.
12.	Financial Records	Recent financial statements, audits, and accounting records to demonstrate financial stability and accountability, in case applicable.
13.	Partnership Agreements	<ul style="list-style-type: none"> • Agreements with any partners or collaborating entities involved in the project.
14.	Organizational Documents	<ul style="list-style-type: none"> • Certificate of Incorporation, Bylaws, AOA etc. ,in case Applicable • Business License (in case applicable) • Number of employees/workers strength
15.	Legal Compliance Documents	Documentation to prove compliance with local, state, and central Government (e.g., environmental regulations, FSSAI, labour laws, etc.)
16.	Monitoring and Management Plan	Specific milestones/benchmark to assess/measure the progress of achieving periodic targets of the performance indicator
17.	Risk Management Plan	Assessment of potential risks and strategies to mitigate them.
18.	Evaluation and Sustainability Plan	Plan for evaluating the outcomes of the project and ensuring its sustainability beyond the grant period.
19.	Compliance Certifications	Any required certifications that confirm the applicant compliance with specific grant criteria.

9.11 Indicative List for V&MC for Verification and Monitoring at Grant

Disbursement Level

The Indicative List of some of key factors to be considered during on-site and surprise verification at Grant Disbursement level are tabulated below. This is indicative list only and may change as per the need of project, region, project type, or based on any other requirement.

S. No	Particular	Details
1	Project Activities and Implementation	
a	Grant Agreement/ Contract	The original grant agreement/Administrative Approval detailing the grant's terms, conditions, and expected outcomes.
b	Verification of Activities	Review project documents and compare it with on-ground reality like infrastructure construction, fish production methods employed.
C	Progress Assessment	Evaluate the progress of activities against the planned schedule. Identify any delays and understand the reasons behind them.
d	Value Chain Integration	Assess the level of integration within the fisheries value chain, including the connectivity between different stages such as production, processing, storage, and distribution. Verify the smooth flow of operations and identify any bottlenecks or inefficiencies.
e	Infrastructure and Equipment	Evaluate the quality and adequacy of infrastructure and equipment utilized at various stages of the value chain. This includes facilities for production/capture, processing plants, storage facilities, transportation vehicles, and retail outlets. Ensure that the infrastructure meets the required standards for hygiene, safety, and efficiency.

f	Technology Adoption	Assess the extent to which technology is being utilized to enhance efficiency and productivity within the value chain. This may include the use of digital platforms for data management, monitoring systems for quality control, and automation of production processes.
g	Procurement Records	Documents related to the acquisition of goods and services with grant funds, ensuring transparency and competitiveness.
h	Resource Utilization	Assess how effectively resources (financial, human, material) are being utilized for project implementation.
2	Outputs and Deliverables	
a	Verification of Deliverables	Physically verify the completion of planned project deliverables as outlined in the grant agreement. This could involve inspecting infrastructure, attending training sessions, or observing fish production processes.
b	Quality Assurance	Evaluate the quality of deliverables achieved. Ensure infrastructure meets construction standards, training content is relevant, and fish production adheres to quality guidelines.
3	Outcomes and Impact	
A	Performance Metrics	Data and analysis demonstrating the achievement of specific performance targets set out in the grant agreement.
B	Impact Assessment	Assess the early or initial impact of the project on the fisheries value chain. This could involve: Increased fish production and productivity. Improved market access for fishers. Enhanced income levels for beneficiaries. Adoption of sustainable fishing practices.
C	Reduction of Fish Loss	Measure the effectiveness of the project in reducing fish loss along the value chain. Evaluate measures implemented to minimize post-harvest losses, such as

		improved storage facilities, transportation practices, and handling techniques.
D	Beneficiary Feedback	Engage with project beneficiaries (fishers, aquaculture farmers, processors, etc.) to understand their experiences and the project's impact on their livelihoods.
4	Financial Management	
a	Financial Records Review	Scrutinize financial records to ensure proper utilization of grant funds as per the approved budget. Verify expenditures with supporting documents (receipts, invoices, etc.). Verify the proper utilization of funds allocated through the performance grant. Assess the transparency and accountability of financial management practices, including budget allocation, expenditure tracking, and reporting mechanisms.
b	Internal Controls	Assess the adequacy of internal controls to ensure financial accountability and prevent misuse of funds.
5	Project Management and Monitoring	
a	Project Management Structure	Evaluate the effectiveness of the project management team and their ability to deliver on project goals.
b	Monitoring and Evaluation (M&E) System	Assess the effectiveness of the project's M&E system in tracking progress, identifying challenges, and informing decision-making.
6	Environmental and Social Considerations	
a	Environmental Impact	Evaluate the project's potential environmental impact and ensure compliance with relevant environmental regulations. This might involve assessing water quality, waste management practices, and potential habitat impacts (in case applicable).
b	Social Impact	Assess the project's social impact on the community, including aspects like gender equity, labour practices, and potential social conflicts.

c	Job Creation and Gender Inclusivity	Assess the project's impact on job creation, particularly for women and marginalized groups. Verify the number of jobs created at various stages of the value chain and assess the inclusivity of employment practices.
d	Timesheets and Staff Records	Verification that project personnel are working the hours and positions agreed upon.
7	Others	
a	Safety Protocols	Facilities for adheres to safety protocols for workers and the surrounding environment.
b	Sustainability	Evaluate the project's long-term sustainability and its potential to continue generating positive outcomes beyond the grant funding period.

9.12 Sample certificate to the effect that land/water body/facility for the proposed activities is free from encroachments and encumbrances.

(For the projects submitted by Fisheries micro and small enterprise for performance grant under Component 2 or Component 3)

<On entity letter head, in case available>

No. dated

CERTIFICATE

This is to certify that the land (or) water body (or) facility proposed for construction/development of..... (name of the intended activities) at.....(location) admeasuring in survey/patta/plot no..... is free from encroachments and encumbrances.

* The said land (or) facility is owned (or) taken on lease for a period of..... from the date of submission of PGA under PM-MKSSY (or) allotted by government for construction/development of

**The said Water body is leased/permitted by government for a period of from the date of submission of PGA under PM-MKSSY for construction/development of

*In case of land (or) facility

** in case of water body

Signature of Applicant

(With official seal in case any)

Place:

Date:

9.13 Illustrative List of Partnering Centers

Annexure XX

S. No	States/UTs	Partnering Centers
1.	West Bengal	Faculty of Fishery Science, West Bengal University of Animal & Fishery Sciences
		Brahmananda Keshab Chandra College
		Vidyasagar University, Midnapur
		Ashutosh College, Calcutta
		ICAR-Central Inland Fisheries Research Institute, Barrackpore, West Bengal (Other regional center of CIFRI will be used as and when required)
2.	Odisha	College of Fisheries, Berhampur (Odisha)[Orissa University of Agriculture & Technology, Bhubaneswar]
		ICAR-Central Institute of Freshwater Aquaculture, Bhubaneswar, Odisha (Other regional center of CIFA will be used as and when required)
3.	Andhra Pradesh	College of Fisheries Science, Andhra Pradesh
4.	Andaman & Nicobar	ICAR-Central Island Agricultural Research Institute, Port Blair, Andaman and Nicobar Islands
		Port Blair Base of FSI
5.	Tamil Nadu	Fisheries College and Research Institute (FCRI), TNJFU, Thoothukkudi
		Institute of Fisheries Postgraduate Studies, Vaniyanchavadi, Chennai (Tamil Nadu)[Tamil Nadu Dr. J. Jayalalithaa Fisheries University, Nagapattinam]
		ICAR-Central Institute Brackishwater Aquaculture, Chennai (Other regional center of CIBA will be used as and when required)

S. No	States/UTs	Partnering Centers
6.	Puducherry	Department of Ocean Studies and Marine Biology, Pondicherry University
7.	Kerala	Kerala University of Fisheries and Ocean Studies, Cochin
		School of Industrial Fisheries, Cochin University of Science and Technology, Cochin
		NIFPHATT, Kochi
		CIFNET, Kochi
		Cochin base of FSI
		ICAR-Central Institute of Fisheries Technology, Kochi, Kerala (Other regional center of CIFT will be used as and when required)
8.	Karnataka	College of Fisheries, Karnataka Veterinary, Animal and Fisheries Sciences University, Mangalore
		CICEF, Bangalore
9.	Lakshadweep	Central Marine Fisheries Research Institute (CMFRI): Krishi Vigyan Kendra (KVK) , Kavarathi Island.
10.	Goa	The Department of Marine Sciences, Goa University
		Mormugao Base of FSI
11.	Maharashtra	College of Fisheries, Ratnagiri (Maharashtra) [Dr. Balasaheb Sawant Konkan Krishi Vidyapeeth, Dapoli]
		College of Fishery Science, Telankhedi, Nagpur (Maharashtra) [Maharashtra Animal & Fishery Sciences University, Nagpur]
		College of Fishery Science, Udgir (Maharashtra) [Maharashtra Animal & Fishery Sciences University, Nagpur]
		HQ FSI, Mumbai
		Central Institute of Fisheries Education, Mumbai (Maharashtra)[Deemed-to-be-University]

S. No	States/UTs	Partnering Centers
		(Other regional center of CIFE will be used as and when required)
12.	Daman & Diu	Same Gujarat
13.	Gujarat	Kamdhenu University, Gandhinagar, Gujarat
		College of Fisheries, Veraval (Gujarat) [Junagadh Agricultural University,]
		Porbandar Base of FSI
14.	Uttar Pradesh	College of Fisheries, Faizabad (Uttar Pradesh) [Narendra Dev University of Agriculture & Technology, Kumarganj, Faizabad, U.P]
		College of Fisheries Science and Research Campus, Etawah (Uttar Pradesh) [Chandra Azad University of Agriculture and Technology, Kanpur]
		ICAR-National Bureau of Fish Genetic Resources, Lucknow (Other regional center of NBFGR will be used as and when required)
15.	Bihar	College of Fisheries, Kishanganj, Bihar
		Dr. Rajendra Prasad Central Agricultural University, Samastipur, Bihar
16.	Chhattisgarh	College of Fisheries, Kawardha (Chhattisgarh) [Chhattisgarh Kamdhenu Vishwavidalaya, Durg]
17.	Jharkhand	College of Fisheries Science, Gumla (Jharkhand)
		[Birsa Agriculture University, Ranchi]
18.	Madhya Pradesh	College of Fisheries Science, Jabalpur (Madhya Pradesh)
		[Nanaji Deshmukh Veterinary Science University, Jabalpur]
		The Department of Applied Aquaculture and Zoology, Barkatullah Vishwavidyalaya, Bhopal
19.	Delhi	Same as UP & Haryana

S. No	States/UTs	Partnering Centers
20.	Haryana	College of Fisheries Sciences, CCS Haryana Agricultural University, Haryana
21.	Punjab	Guru Angad Dev Veterinary and Animal Sciences University, Punjab
22.	Rajasthan	Maharana Pratap University of Agriculture and Technology, Udaipur, Rajasthan
23.	Chandigarh	Same as Haryana
24.	Telangana	P V Narsimha Rao Telangana Veterinary University, PEBBAIR, WANAPARTHY, TELANGANA
25.	Himachal Pradesh	Same as Uttarakhand
26.	Uttarakhand	G B Pant University of Agriculture & Technology, Pantnagar
		ICAR-Directorate of Coldwater Fisheries Research, Uttarakhand (Other regional center of DGCFR will be used as and when required)
27.	Jammu & Kashmir	Sher-e-Kashmir University of Agricultural Sciences and Technology, Srinagar
28.	Ladakh	Sher-e-Kashmir University of Agricultural Sciences and Technology, Ladak campus
29.	Sikkim	Same as West Bengal
30.	Arunachal Pradesh	Same as Assam
31.	Assam	College of Fisheries, Assam Agriculture University
32.	Manipur	Same as Assam
33.	Meghalaya	Department of Fishery Science St. Anthony's College A Don Bosco Institution
34.	Mizoram	Same as Assam
35.	Nagaland	Same as Assam
36.	Tripura	College of Fisheries, Central Agricultural University, Tripura

9.14 Online Application form

For availing benefit under this component, it is necessary that entity must be registered on NFDP.

- If already registered, please Login with Login Credentials-Registered Mobile Number/Registered email/ Unique registration number in NFDP and go to [<Traceability Module>](#) and click the [<Online Application Tab>](#)
- If not registered, sign up on the NFDP Portal [<Click here to sign up in NFDP>](#) and obtain the unique registration number and proceed as above.

The applicant shall provide detailed authentic information about organization or applicant entity.

Applicant Details	
Name of the Government Entity	Full Name of Government Entity
Ministry	Select One from Dropdown Menu 1. Central Government 2. State Government
Applicant Category (Department)	Write name of Department under State / Central Government
Address	Complete address of the government entity
Single Point of Contact (SPOC) details	
<i>In NFDP there will be two Mode to change the SPOC details i.e., by Mobile no/ email Id of the SPOC. Applicant entity must provide SPOC organization email ID and Mobile Number when furnishing the SPOC details as this will be the static parameter.</i>	
Name	Write complete name of SPOC
Designation	Write designation of SPOC
Phone Number	Write designation of SPOC
Mobile Number	Write designation of SPOC
Email Address	Write designation of SPOC
Project Description	
Project Title	

Type of Project		
Objectives of Project		
Brief Description of Project		
Target Beneficiary Group	Category of Fisheries Stakeholders (e.g., Fish farmer, Fishers, Cooperatives etc.) shall be considered	
State	State where the project will be implemented	
District	District(s) where the project will be implemented	
Proposed Start Date	Proposed Project Implementation start date (DD/MM/YYYY)	
Proposed Completion Date		
Traceability Module Development Plan		
Current Infrastructure	Yes/No.	
Existing Traceability Systems	If Yes, Provide Details in not more than 100 words	
Current Technology Used	Describe technology used for Traceability in not more than 200 Words	
Proposed development Plan		
Technology & Infrastructure	Details on Technology (RFID, Blockchain etc.) & Infrastructure Upgrades/development (IT Hardware, Data Collection Points etc.) in not more than 300 words	
Capacity Building	Description of Training & Capacity Building Activities planned for concerned Stakeholders if any	
Monitoring & Evaluation	Strategies for Monitoring Project Progress & Evaluating Traceability System Effectiveness	
Integration plan with NFDP	Proposed plan for integration with NFDP	
Project Budget		
Particular	Amount (in ₹ Lakh)	Justification
Estimated Cost of Project		
Financial Assistance Required		
Projected Budget utilisation		
Technology & Infrastructure Development		
Training & Capacity Building Programs		
Project Monitoring & Evaluation Activities		

Operational Expenses (Software Licenses, Data Storage etc.)		
Others- Specify		
Supporting Documents (Attach copies electronically)		
Letter of Approval	Official Letter from Department/Ministry Head	
Detail Project Report	Upload DPR soft copy	
Any other document, please specify		
Self-Declaration		
<p>I, <Name of Authorized representative of the entity>, <Designation > having office at<Official Address of the applicant entity > do hereby declare, state, and affirm as follows:</p> <ul style="list-style-type: none"> • That all the information provided in the application is accurate, true, up-to-date, and presented clearly and concisely to the best of his/her knowledge. • That the applicant understands in case of any inaccuracy or misrepresentation in the information furnished in the application, his/her application shall be liable for rejection. • That the Applicant shall submit additional information or documents to DoF, GoI that may be required depending on the specific requirements within the stipulated timeframe. • The applicant entity(ies) adheres to all requisite regulations and legal framework. • That the applicant entity has submitted all the applicable supporting documents herewith the application. 		
I agree		

9.15 Indicative Contents of Detailed Project Report (DPR)

Below mentioned are indicative contents of a DPR. Applicant entity may adapt and modify it based on the specific requirements of the project.

1. Executive Summary

- a) Describe the current state of traceability in the fisheries sector of the target state.
- b) Highlight the need and benefits of implementing a comprehensive traceability system.
- c) Summarize the key components and objectives of the proposed project.
- d) Outline the expected outcomes and impact of the project.

2. Introduction

- a) Provide an overview of the fisheries sector in the target state.
- b) Discuss the importance of traceability in ensuring food safety, quality, market access and sustainability.
- c) Explain the challenges and gaps in the existing traceability practices within the state.

3. Project Description

- a) Define the target beneficiaries (fishers, processors, retailers, etc.).
- b) Delineate the geographical scope of the project (entire state, specific regions, etc.).
- c) Describe the proposed traceability system architecture (technology solutions (e.g., RFID tags, blockchain), data collection points).
- d) Outline the plan for integration with NFDP.

4. Capacity Building

- a) Explain the training programs planned for stakeholders to understand and utilize the traceability system effectively.
- b) Specify the target audience for each training program (fishers, cooperative members, government officials, etc.).
- c) Describe the training modules and methodologies to be employed.

5. Standards and Certification

- a) Discuss the development of traceability standards specific to the state's fisheries sector.

- b) Explain the process for certification of traceability compliance for fisheries businesses.
- c) Outline the benefits of certification for stakeholders.

6. Awareness and Outreach Campaigns

- a) Describe the communication strategies to raise awareness about traceability among stakeholders and consumers.
- b) Specify the channels to be used for outreach campaigns (workshops, media, social media, etc.).
- c) Explain the key messages to be communicated during the campaigns.

7. Institutional Framework and Implementation Plan

- a) Identify the implementing agencies and their roles in project execution.
- b) Present a detailed project implementation plan with timelines, milestones, and deliverables.
- c) Describe the monitoring and evaluation mechanisms to track progress and assess project impact.

8. Project Management

- a) Outline the project management structure, including roles and responsibilities of key personnel.
- b) Describe the monitoring and reporting procedures for project activities and financial management.

9. Monitoring and Evaluation

- a) Define the key performance indicators (KPIs) to measure the project's success.
- b) Outline the monitoring plan to track progress and identify any challenges.
- c) Describe the evaluation methodology to assess the impact of the traceability system on the sector.

10. Project Implementation Plan

- a) Present a detailed timeline for project implementation, including key milestones.
- b) Identify the roles and responsibilities of different stakeholders involved in the project.
- c) Describe the project management structure and coordination mechanisms.

11. Project Budget

- a) Provide a detailed breakdown of project costs, categorized by activity (technology, infrastructure, training, outreach, operational expenses etc.).
- b) Include justification for major budget items.
- c) Explain the funding sources for the project.
- d) Conduct a cost-benefit analysis to demonstrate the economic viability of the traceability system.

12. Risk Assessment

- a) Identify potential risks that could hinder project implementation.
- b) Develop mitigation strategies to address each identified risk.

13. Sustainability Plan

- a) Describe the strategies for ensuring the long-term sustainability of the traceability system after project completion.
- b) Outline the plan for ongoing maintenance, upgrades, and capacity building.

14. Conclusion

- a) Summarize the key aspects of the proposed traceability system implementation project.
- b) Reiterate the expected benefits for the state's fisheries sector and stakeholders.
- c) Express the commitment to successful project execution and achieving the desired outcomes.

15. Annexures

- a) Glossary of Terms
- b) Detailed Budget
- c) Technical Specifications
- d) Include any supplementary information, detailed technical specifications, or relevant data.
- e) sample training modules, draft standards, or communication materials.

9.16 Illustrative step-by-step cold water fisheries traceability system

Tracing the journey of fish from brood stock to the customer's plate is essential for ensuring quality, sustainability, and compliance with regulatory standards. An illustrative step by step for cold water fisheries traceability system is given below.

Step 1: Brood Stock Management:

1. *Identification:* Brood stock, which are mature fish used for breeding, are individually tagged with unique identifiers (e.g., RFID tags, PIT tags, or genetic markers).
2. *Record Keeping:* Maintain detailed records including genetic information, health status, and breeding history.
3. *Monitoring:* Regular health checks and environmental monitoring (water quality, temperature, etc.) are conducted to ensure optimal conditions.

Step 2: Spawning and Hatchery Operations:

1. *Breeding Records:* Document each spawning event, including the date, parent identifiers, and the number of eggs produced.
2. *Egg Incubation:* Track the incubation conditions (temperature, water quality) and the hatching success rates.
3. *Larvae Rearing:* Once hatched, larvae are moved to rearing tanks with continued monitoring and recording of growth rates and health status.

Step 3: Juvenile Rearing:

1. *Tagging and Inventory:* As juveniles grow, they are tagged with identifiers if not done at the larval stage. Maintain an inventory system to track their development.
2. *Feeding and Health Monitoring:* Record feeding schedules, types of feed used, and any health interventions.

Step 4: Grow-Out Phase:

1. *Site Transfers*: If fish are transferred to different grow-out sites (e.g., ponds, lakes, or sea cages), record the transfer details.
2. *Environmental and Health Records*: Monitor water quality and fish health regularly, documenting any treatments or interventions.

Step 5: Harvesting:

1. *Harvest Records*: Log the date, method, and batch number of each harvest. Ensure the fish are processed and stored under optimal conditions to maintain quality.
2. *Quality Checks*: Perform and document quality assessments such as size, weight, and health status of the harvested fish.

Step 6: Processing and Packaging:

1. *Processing Details*: Record the processing steps (e.g., cleaning, filleting, freezing) and ensure each batch is tagged with its unique identifier.
2. *Packaging Information*: Labels on the packaging should include batch numbers, processing dates, and any relevant certifications (e.g., sustainability labels).

Step 7: Distribution and Logistics:

1. *Cold Chain Management*: Ensure that the fish are transported in temperature-controlled environments. Log temperature data throughout the distribution process.
2. *Tracking*: Use GPS and other tracking technologies to monitor the location and condition of shipments in real-time.

Step 8: Retail and Point of Sale:

1. *Retail Records*: Retailers should maintain records of all received fish, including batch numbers and supplier information.
2. *Consumer Information*: Provide customers with information about the origin, production methods, and any certifications of the fish through labels or QR codes that link to detailed traceability data.

Step 9: Feedback and Continuous Improvement:

1. *Customer Feedback:* Collect and analyse customer feedback regarding product quality and traceability information.
2. *Data Analysis:* Regularly review all traceability data to identify areas for improvement in the production and supply chain.
3. *Regulatory Compliance:* Ensure ongoing compliance with local and international regulations regarding fisheries traceability and food safety.

Key Technologies and Practices

1. *Digital Records and Databases:* Utilize cloud-based systems for storing and accessing traceability data.
2. *Block chain Technology:* Implement block chain for a tamper-proof, transparent record of the fish's journey.
3. *IoT Devices:* Use IoT sensors for real-time monitoring of environmental conditions and fish health.
4. *Barcoding and QR Codes:* Facilitate easy tracking and consumer access to traceability information.

By meticulously documenting each stage of the fish's lifecycle and utilizing modern technologies, cold water fisheries can ensure smooth operational management and robust traceability from brood stock to the customer's plate.

9.17 Illustrative freshwater fisheries traceability system

Sustainable traceability in freshwater fisheries from brood stock to the customer's plate involves meticulous documentation and monitoring at each stage of the fish's lifecycle. The illustrative step-by-step guide to achieving this is given below:

Step 1: Brood Stock Management

1. *Identification*: Tag brood stock with unique identifiers such as RFID, PIT tags, or genetic markers.
2. *Sustainability Practices*: Select brood stock from sustainable sources to prevent overfishing and ensure genetic diversity.
3. *Record Keeping*: Maintain detailed records of brood stock, including genetic profiles, health status, and breeding history.
4. *Environmental Monitoring*: Regularly monitor and document water quality, temperature, and other environmental conditions.

Step 2: Spawning and Hatchery Operations

1. *Breeding Records*: Log each spawning event, including parent identifiers, date, and egg count.
2. *Sustainable Practices*: Use eco-friendly methods to minimize environmental impact during spawning.
3. *Egg Incubation*: Document incubation conditions (temperature, water quality) and hatching success rates.
4. *Larvae Rearing*: Track larvae development, ensuring sustainable feeding practices and minimal waste.

Step 3: Juvenile Rearing

1. *Tagging and Inventory*: Tag juveniles with identifiers and maintain an inventory system.
2. *Sustainable Feeding*: Use sustainably sourced feed and record feeding schedules and quantities.
3. *Health Monitoring*: Regularly document growth rates, health status, and any treatments used.

Step 4: Grow-Out Phase

1. *Site Transfers*: Record details of any site transfers, ensuring minimal environmental disruption.
2. *Environmental Monitoring*: Continuously monitor water quality and fish health, using eco-friendly treatments when necessary.

3. *Sustainable Practices*: Implement practices to reduce waste and prevent contamination of natural water bodies.

Step 5: Harvesting

1. *Harvest Records*: Document the date, method, and batch number of each harvest, ensuring humane and sustainable methods.
2. *Quality and Sustainability Checks*: Perform quality assessments and document sustainable practices used during harvesting.

Step 6: Processing and Packaging

1. *Processing Details*: Record each processing step and tag batches with unique identifiers.
2. *Sustainable Packaging*: Use environmentally friendly packaging materials and document packaging dates and batch numbers.
3. *Energy Efficiency*: Implement energy-efficient methods in processing to reduce carbon footprint.

Step 7: Distribution and Logistics

1. *Cold Chain Management*: Ensure temperature-controlled transport and log temperature data to maintain product quality.
2. *Sustainable Transport*: Use fuel-efficient or alternative energy vehicles for distribution where possible.
3. *Tracking*: Use GPS and other tracking technologies to monitor shipments in real-time.

Step 8: Retail and Point of Sale

1. *Retail Records*: Maintain records of all received fish, including batch numbers and supplier information.
2. *Consumer Information*: Provide detailed traceability information to consumers via labels or QR codes, highlighting sustainability practices.
3. *Sustainable Retail Practices*: Encourage retailers to implement eco-friendly practices, such as reducing plastic use and promoting recycling.

Step 9: Feedback and Continuous Improvement

1. *Customer Feedback*: Collect and analyse feedback regarding product quality and traceability information.
2. *Sustainability Audits*: Conduct regular audits to ensure compliance with sustainability standards and identify areas for improvement.
3. *Data Analysis*: Analyse traceability data to optimize operations and reduce environmental impact.

4. *Regulatory Compliance*: Ensure adherence to local and international sustainability regulations and certifications.

Key Technologies and Practices

1. *Digital Records and Databases*: Utilize cloud-based systems for storing and accessing traceability and sustainability data.
2. *Block chain Technology*: Implement block chain for a tamper-proof, transparent record of the fish's journey.
3. *IoT Devices*: Use IoT sensors for real-time environmental monitoring and fish health tracking.
4. *Barcoding and QR Codes*: Facilitate easy tracking and consumer access to sustainability information.
5. *Sustainable Certifications*: Obtain certifications from recognized sustainability programs (e.g., MSC, ASC) to demonstrate commitment to sustainable practices.

By integrating these steps and leveraging modern technologies, freshwater fisheries can ensure a sustainable, transparent, and efficient traceability system from brood stock to the customer's plate.

9.18 Online Registration Form for Training Partner in NFDP.

Training Partner Details	
Name of the Training partner	Full Name of applicant entity
Registered Address (Plot/house no., Street Address, Village, Block, District, State, Pin code)	Write complete address of Organization
Correspondence Address (Plot/house no., Street Address, Village, Block, District, State, Pin code)	Write complete address of Organization
Website (if applicable)	Website URL (if applicable)
Authorized officer In charge	
Name	Name of the officer
Designation	Designation of the officer
Email	Email address of the officer
Phone	Phone number of the officer
Experience of Training Partner	
Area of Expertise	Specify areas of training experience in maximum 300 Words
Training experience	Number of years
Single Point of Contact (SPOC) details	
<i>In NFDP there will be two Mode to change the SPOC details i.e., by Mobile no/ email Id of the SPOC. Applicant entity must provide SPOC organization email ID and Mobile Number when furnishing the SPOC details as this will be the static parameter.</i>	
Name	Write complete name of SPOC
Designation	Write designation of SPOC
Phone Number	Write phone Number of SPOC
Mobile Number	Write Mobile Number of SPOC
Email Address	Write Email Address of SPOC
Self-Declaration	

I, <Name of Authorized representative of the entity>, <Designation > having office at<Official Address of the applicant entity > do hereby declare, state, and affirm that all the information provided above is accurate, true, up-to-date, and presented clearly and concisely to the best of his/her knowledge.

I agree	
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9.19 Online Proposal Submission Form

For undertaking training under this sub scheme, it is necessary that partnering entity must be registered on NFDP.

- If already registered, please Login with Login Credentials-Registered Mobile Number/Registered email/ Unique registration number in NFDP and go to [<Training Module>](#) and click the [<Submit Proposal>](#)
- If not registered, sign up on the NFDP Portal [<Click here to sign up in NFDP>](#) and proceed as above.

Organisation Details		
Name of Training partner	<Autofill>	
Name	<Autofill>	
Designation	<Autofill>	
Email	<Autofill>	
Mobile Number	<Autofill>	
Experience of Training Partner		
Area of Expertise	Specify areas training experience in maximum 300 Words	
Training experience	Number of years	
Description of Training Programs Offered		
Past Project	Target Beneficiaries	Project Outcomes
Briefly describe a relevant past training project	Write participants in the project	Write key achievements of the project
(Add more rows to add experience)		
Technical Capabilities	Describe organization's technical capabilities for developing and delivering training content in maximum 300 Words	
Number of Trainers	Total number of trainers on staff with expertise in fisheries training	
Trainer Qualifications	Briefly describe the qualifications of your trainers, including relevant experience and certifications (max 250 words)	

Proposal Description			
Proposal Title			
Objectives of Proposal			
Training Theme	Select the specific theme aligned with PM-MKSSY objectives		
Target Beneficiaries	Target beneficiaries of the training program		
Number of Participants	Expected number of participants		
Training Duration	Duration <Number (in days)>of the training program		
Training Location	Location where the training will be conducted		
Training Infrastructure			
Number of Owned/Leased Classroom			
Classroom Capacity	Maximum number of participants classroom can accommodate		
Laboratory Facilities	Do you have training laboratories available? Yes/No		
Demonstration Facilities	Yes/No. If Yes Specify		
Other Training Facilities	Describe any other relevant training facilities		
Training Modules			
Module Title	Module Duration (Hours)	Module Content	Module Delivery Method
Title of the first training module	Number of hours dedicated to this module	Briefly describe the content covered in this module	How will you deliver this module (lecture, demonstration, etc.)?
Add more rows for additional training modules)			
Training Materials			
Material Type	Material Description		
Type of training material (manual, handout, etc.)	Briefly describe the content of the material		
(Add more rows for additional training materials)			
Monitoring and Evaluation plan			

Monitoring Methods	Evaluation Methods		
How will you track trainee progress during the program?	How will you assess the effectiveness of the training?		
Project Budget			
Particular	Rate	Amount (in ₹)	Justification
Trainer Fees			
Training Materials			
Venue Rental			
Food and Refreshment			
Other Expenses			
Add more rows for additional cost)			
Estimated Cost of Project			
Supporting Documents (Attach copies electronically)			
Upload Organization Registration (if applicable)			
Upload Official Letter of approval from Department/Ministry Head			
Upload DPR soft copy			
Any other document, please specify			
Upload samples of your training curriculum materials			
Upload reports of previously conducted projects			
Self-Declaration			
<p>I, <Name of Authorized representative of the entity>, <Designation > having office at<Official Address of the applicant entity > do hereby declare, state, and affirm as follows:</p> <ul style="list-style-type: none"> • That all the information provided in the application is accurate, true, up-to-date, and presented clearly and concisely to the best of his/her knowledge. • That the applicant understands in case of any inaccuracy or misrepresentation in the information furnished in the application, his/her application shall be liable for rejection. • That the Applicant shall submit additional information or documents to DoF, GoI that may be required depending on the specific requirements within the stipulated timeframe. • The applicant entity(ies) adheres to all requisite regulations and legal framework. • That the applicant entity has submitted all the applicable supporting documents herewith the application. 			
I agree			

9.20 Indicative Contents of Detailed Proposal

Below mentioned are indicative contents of a DPR /SCP. The specific contents of a DPR/SCP will vary depending on the program's scale, requirements, and guidelines. Applicant entity may adapt and modify it based on the specific need of training, awareness generation and capacity building program to effectively communicate the value proposition.

1. Executive Summary

- Brief overview of the training program
- Key objectives and expected outcomes
- Target beneficiaries
- Duration and location
- Budget for the training

2. Introduction

- Background of the organization
- Justification for the training program
- Relevance to the sector and alignment with national priorities

3. Objectives

- Clearly state the title of your training and capacity building program.
- Define the overall goals and specific objectives the program aims to achieve. Objectives should be SMART (Specific, Measurable, Achievable, Relevant, and Time-bound).
- Explain how the proposed training will contribute to achieving the broader objectives of these schemes (e.g., formalization, value chain improvement).
- Describe the rationale for the program, highlighting the need and target audience.

4. Target Beneficiaries

- Clearly define the target group(s) for the training program (e.g., fish farmers, processors, retailers, etc.).
- Provide details on the number of beneficiaries to be trained and their geographical location (if applicable).

- Explain the selection criteria for participants to ensure the program reaches the intended audience.

5. Training Needs Assessment

- Conduct a needs assessment to identify the specific skills and knowledge gaps among the target beneficiaries.
- Utilize surveys, focus group discussions, or consultations with stakeholders to gather data.
- Based on the assessment, define the specific training modules and content required to address these identified gaps.

6. Training Program Design

- Curriculum outline and structure
- Detailed training modules ,topics, learning objectives, and duration.
- Training methods and techniques (e.g., lectures, demonstrations, workshops, hands-on training, field visits, etc.))
- Training schedule and duration

7. Training Materials and Resources

- List of training materials to be developed or used (manuals, guides, handouts, presentations multimedia)
- Outline the specific training modules to be covered in the program.
- Each module should address a key skill or knowledge gap identified for the target beneficiaries.
- Description of resources and equipment required
- Plan for development and procurement of materials
- Ensure the curriculum aligns with PM-MKSSY objectives or relevant government priorities.

8. Trainers and Resource Persons

- Profiles of trainers and resource persons involved, including their qualifications and experience in delivering relevant training.
- Selection criteria for trainers
- Roles and responsibilities of trainers

9. Implementation Plan

- Develop a clear timeline for the program's implementation, including training delivery schedules.
- Describe the training schedule, including the number of training days per module and frequency of sessions.
- Describe the logistical arrangements for the program, such as venue selection, equipment requirements, and transportation (if applicable).
- Roles and responsibilities of stakeholders
- Mention the location(s) where the training will be conducted (classrooms, demonstration ponds, etc.).

10. Monitoring and Evaluation (M&E) Plan:

- Describe how the program will be monitored
- Explain the methods for evaluating the effectiveness of the training program (e.g., knowledge tests, feedback surveys etc.).
- Define clear indicators to measure the achievement of training objectives.

11. Budget

- Prepare a detailed budget outlining the estimated costs associated with the training program.
- Budget breakdown should include expenses for trainer fees, training materials, venue rental, travel (if applicable), monitoring and evaluation activities, and any other relevant costs.

12. Project Management Team

- Introduce the key personnel involved in managing the project, including their roles and responsibilities.
- Highlight the expertise and experience of the project team members in managing training and capacity building initiatives.

13. Risk Assessment and Mitigation Strategies

- Identify potential risks that could hinder the program's successful implementation.
- Develop mitigation strategies to address these risks and ensure the program stays on track.

14. Expected Outcomes and Impact

- Define the expected outcomes of the training program in terms of knowledge gained, skills developed, and behavioural changes among participants.
- Describe the anticipated impact of the program on the target beneficiaries and the broader fisheries sector (e.g., improved productivity, increased income, better quality fish products).

15. Conclusion

- Summarize the key aspects of the training and capacity building program.
- Briefly reiterate the program's significance and its potential contribution to the development of the fisheries sector.

16. Appendices

Include any supporting documents such as detailed curriculum, training modules, trainer profiles, budget breakdown, and letters of support from collaborating institutions (if applicable).

- Training needs assessment report
- Sample curriculum and training modules.
- Profiles of trainers and resource persons
- Sample training materials and resources.
- Letters of support or collaboration from potential partners (e.g., government departments, industry associations)
- Budget breakdown with justifications
- Any other relevant documents



भारत सरकार
GOVERNMENT OF INDIA

मत्स्यपालन विभाग
DEPARTMENT OF FISHERIES