

**COMPREHENSIVE GUIDELINES**

**FOR  
JOINT IMPLEMENTATION  
OF**

**COLLECTIVE FARMING**

**PROJECT 2019-20**

**Part I**

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# **COMPREHENSIVE GUIDELINES FOR JOINT IMPLEMENTATION OF COLLECTIVE FARMING PROJECT 2019-20**

## **Part I: Collective Cultivation**

**Lead Partner:** Director of Agriculture and Director of Horticulture & Plantation Crops,

**Supportive partners:** Commissioner of Agricultural Marketing & Agri Business and Chief Engineer, Agriculture Engineering Department

## **Part II: Collective Marketing**

**Lead Partner:** Commissioner of Agricultural Marketing & Agri Business

**Supportive Partners:** Director of Agriculture, Director of Horticulture & Plantation Crops and Agriculture Engineering Department

### **1.0 Introduction**

#### **Vision:**

The dimension of Agriculture has gone beyond crop system into food, health and environment systems, necessitating transformation of the production driven Agriculture into Market driven agriculture through Collective Cultivation and Marketing by promoting Small and Marginal Farmers' Corporate in the form of Producer Companies.

#### **Mission:**

Replace the individual based Peasant Farming System with Collective Farming System for the purpose of ensuring not only the

volume and uniform quality, the determinants in the market domain, but also for future policy planning in the WTO regime.

**Goals:**

- i. Enhance the density of FIGs, FPGs and FPCs in Tamil Nadu;
- ii. Empower the groups by super imposing rest of the schemes in such collective platform to achieve economy of scale and better profitability.
- iii. Impart knowledge on supply chain and value chain management
- iv. Link the FPC on PAN India network for better market reach

In view of importance of Collective Farming by Small and Marginal farmers, Government of Tamil Nadu implemented a Project to make Small and Marginal Farmers to avail these benefits thereby to increase their income and livelihood.

For smooth implementation of Collective Farming Scheme in 2019-20, detailed guidelines have been formulated in consultation with all stakeholders and compiled. This guideline (part I) contains procedures in implementation of Collective Farming Project such as identification of Small and Marginal farmers for formation of Farmers Interest Groups and in turn converging to Farmers Producers Groups, Corpus Fund operation, Capacity Building for Groups , Preparation & Execution of Project Implementation Plan, release of Corpus Fund , **purchase of farm Machineries and maintenance, Collective Cultivation, Transfer of share amount from FIG to concerned FPG account, Lease amount utilisation.** Federation of Farmers Producers Groups to Farmers Producers Company and incorporating under Companies Act for promotion of marketing and business is given in part II.

## **Collective Farming**

Nearly 92% of operational farm holdings in Tamil Nadu are Small and Marginal Farmers (SF/MF), who have limited capacity to mobilize credit, adopt latest cultural technologies and add value to the farm produce. Hence, the Government of Tamil Nadu has announced in the budget for the year 2017-2018, an innovative programme on **“COLLECTIVE FARMING”** for organizing Small and Marginal farmers into **‘Farmer Producer Groups’** which would be federated into **‘Farmer Producer Company’**. After the success of the scheme in 2017-18 and 2018-19 the project has been extended to 2019-20 with the following objectives.

(I) To promote collective farming for credit mobilization and better adoption of technology

(ii) To facilitate effective forward and backward linkages and

(iii) To make them avail these benefits for enhancing their income.

During 2019-20, 10,000 Farmers Interest groups will be formed and from this 2,000 Farmer Producer Groups are to be integrated. Each Farmer Producer Group shall comprise of 100 farmers so as to cover two lakh farmers. Each Farmer Producer Group would be provided with a corpus fund of Rs.5 lakh. A total outlay of Rs.100.58 Crore has been sanctioned. Besides for establishing Farmer Producer Company, grant and credit support from Small Farmer Agri Business Consortium is channelized.

## **2. Institutional framework**

### **2.1 Farmers Interest Groups (FIGs):**

After getting the list of all Small and Marginal farmers from Village Administrative Officer, a Block Collective Farming committee will visit the villages concerned to identify 20 Small and Marginal farmers having lands nearby each other for formation of Farmer Interest Groups (FIGs).

The Block Collective Farming committee, jointly headed by Assistant Director of Agriculture & Assistant Director of Horticulture of the

concerned Block, consists of Assistant Engineer of Agricultural Engineering Department, Agricultural Officer (Agri Business),

The District Collective Farming Committee headed by District Collector will comprise of Joint Director of Agriculture, Joint Director of Animal Husbandry, Joint Registrar (Co-operative) Deputy Director of Horticulture, Executive Engineer of Agricultural Engineering Department, Deputy Director of Agriculture (Agri Business), District Manager of NABARD and Lead Bank Manager.

The following criteria are to be followed for formation of FIGs.

- i. Selection of villages based on Pro Rata basis of SF/MF population in the district.
- ii. All member farmers should be either Small or Marginal farmers only.
- iii. List of SF/MF of each FIG should be authorized by VAO.
- iv. All the FIGs are to be established within a revenue village to enable collective purchase of inputs and farm machineries, collective cultivation and collective marketing.
- v. The member farmers should be in the age group of 18 -70 years.
- vi. Application with basic details for all FIG members should be submitted in the format prescribed in the Annexure I.
- vii. Collection of filled-in application with copy of AADHAAR card from all the members is mandatory.
- Vii Tenant farmers are also eligible to become members by providing proper lease document.
- viii. Total number of farmers in each FIG should be 20 Members.
- ix. Villages and blocks to be selected should be evenly spread across the district.
- x. The area of farm holding of that FIG should be in **ONE village** having the same cropping pattern.
- xi. The member farmers should all reside in the same area / locality so that the FIG members can effectively utilize the

machineries and common infrastructure given to the Farmers Producers Group (of which FIG is a part) for collective cultivation.

- xii. Five FIGs will form one Farmers Producer Group (FPG).
- xiii. A map should be prepared to verify the cohesiveness of each of the 5 FIGs forming an FPG.
- xiv. Villages selected in the previous years should be avoided.
- xv. Each FIG should be named as (Village) Farmer Interest Group. E.g. Manavur (**Village name**) Farmer Interest Group; Melakazhani (**Village name**) Farmer Interest Group or If multiple FIGs are there in a village: Manavur (A) Farmer Interest Group; Manavur (B) Farmer Interest Group, Manavur (C) Farmer Interest Group etc.,
- xvi. Approval of FIG formation along with the members of FIG should be obtained from the District Collector.
- xvii. Each FIG should open a Saving Bank account in any bank branch having core-banking facility, in the respective group name, which includes village name as a prefix.
- xviii. For opening the Bank Account, the documents such as District Collector's approval and FIG's resolution have to be produced to the bank.
- xix. Each FIG should convene a meeting at least once in a month.
- xx. Each member farmer should contribute a minimum amount of Rs.1,000/- as share advance amount which will be transferred to **Farmer Producer Group account after the end of first year** and Rs 100/- as membership fee to the FIG (A higher amount of membership fee can also be fixed, if all member farmers collectively decide so for any collective activities). Thereafter, each member should save an amount as stipulated by the group after the sale of produce, each season.
- xxi. The farmers share amount of Rs.20,000, once deposited in the FIG account, should not be withdrawn till the end of the

first year . The inspecting officers should ensure the minimum balance of Rs.20,000 in the bank account maintained by FIG.

- xxii. The FIG member farmers should agree to carry out farming in a collective manner. i.e., common crop planning, collective purchase of all inputs needed for the crop and variety selected, sharing of farm labourers to meet the immediate need, **collective cultural operations**, adoption of modern practices, aggregation of farm produce in a single lot, value addition and marketing at remunerative price negotiated by the FIG. Block officials have to facilitate the FIGs for collective purchase of agricultural inputs **and collective cultivation** and it should be preferably ensured that the purchase of inputs is worth not less than Rs.10,000/- per FIG per season.
- xxiii. On behalf of all farmers in each FIG, executives of FIG should also arrange for collective (bulk) purchase of critical inputs such as certified seeds, fertilizers, plant protection chemicals, Weedicides etc., for entire land owned by them from a **wholesale market at wholesale price**, transport collectively in a single vehicle and stock the inputs in a common place, well ahead of the season. This item of work will not only ensure timely availability of inputs, but also reduce the cost of inputs drastically.
- xxiv. **Collective Cultivation of single crop and variety, selected based on Market Intelligence with synchronized sowing by minimum 20 to maximum 50 Small and Marginal farmers of FPG ensures enhanced productivity, owing to focused and timely cultural operations at all stages of growth. Further documenting the Daily Farm Activities with expenses on each and every operations captures the actual economic benefit of collective farming System.**



- xxv. Office bearers such as President, Secretary and Treasurer would be selected by the member farmers to act in the common interest.
- xxvi. FIGs meeting should be conducted based on the agenda prescribed by the District Collective Farming Team.
- xxvii. FIG meeting should be conducted every month at village level in the common venues like Common Service Centers / PLF buildings or School premises, based on the convenience of all members of Block Collective Farming team to ensure active participation of all members to guide Small and Marginal farmers to adopt Collective cultivation.
- xxviii. FIG should decide the crops to be cultivated, area to be cultivated, method of cultivation, mode of purchase of all the inputs needed for all 20 farmers, machinery needed and marketing aspects in coordination with Block team.
- xxix. FIGs have to maintain a hardbound register to record minutes. The basic details about FIG have to be filled in first page of Minutes Register (as enclosed in Annexure II).
- xxx. ADA/ADH has to verify all the meeting minutes and JDA/DDHs have to verify the minutes randomly, during their inspections.
- xxxi. Collective farming Committee at Block and district level should meet every month to sort out the issues in FIG and FPG and to facilitate the collective purchase and collective cultivation.
- xxxii. The FIG data base is to be maintained at Block level.(as enclosed in the Annexure III)
- xxxiii. Priority should be given to the members of FIG of collective farming scheme when beneficiaries are selected under various schemes of the Agriculture & Allied departments. This has to be followed up by the Department Heads, while proposing the individual scheme to the Government in future. Such benefits

may be extended to the members in the name of FIG wherever the guidelines of the individual scheme permit.

## **2.2 Farmers Producer Groups(FPG) :**

- (i) After the formation of FIGs, five such FIGs in the same village or nearby villages within a Block or adjacent Blocks cultivating the **same or similar crops** will be integrated into one **Farmer Producer Group (FPG)** comprising 100 SF / MF.
- (ii) President, Secretary and Treasurer of the FPG should be selected by the member farmers from five FIGs. There will be 15 executives in each FPG (5 FIGs X 3 office bearers from each FIGs)
- (iii) Each FPG should be named with Block name as prefix. E.g. Alangulam (Block name) Farmer Producer Group; Anaicut (Block name) Farmer Producer Group; If multiple FPGs are there in a block : Alangulam (A) Farmer Producer Group; Alangulam (B) Farmer Producer Group; Alangulam (C) Farmer Producer Group etc., should be the norm for nomenclature;
- (iv) A separate savings bank account should be opened in the nearby bank for each FPG.
- (v) Each FIG may contribute Rs.500 out of Rs.2000 collected as membership fee (@ Rs.100 from each farmer) at FIG level. Five FIGs @ Rs.500 makes Rs.2,500 , which may be used as initial deposit to open the FPG account.
- (vi) The FPG data base is to be maintained at Block level. (as enclosed in the Annexure IV)
- (vii) FPG will meet once in a month to finalize various activities in Collective Farming and record these in the minutes. The Block Collective Farming Team will guide the functioning of the FPGs.
- (viii) Immediate efforts should be taken by the FPG to sort out the problems faced by the FIG member farmers in collective purchase **and collective cultivation**.

- (ix) Once the FPG is found functioning actively at least for 4 months period, the District JDA/DDH will get the orders of the District Collector **and concerned Block ADA/District JDH/DDH** will release a sum of Rs.5 lakhs to the FPG concerned based on the Project Implementation Plan (PIP) prepared by it and approved by District Collector. However, before the release of funds, the criteria of each of the five constituent FIGs having complied with the rules stipulated in the Section 2.3 of the guidelines for at least four months is to be fulfilled.
- (x) Registration of FPG under Societies Act is not mandatory.

### **2.3 Eligibility Criteria for the release of Corpus Fund**

FIG should follow the following rules as indicated below to qualify them to avail the Corpus Fund of Rs 5 Lakh:-

- I. The members attendance in the group meetings **should be above 90%.**
- II. The FIG should maintain Meeting minutes book, Saving- cum-attendance register, Cash Book, Loan Ledger, Machinery Maintenance register and Member's pass book.
- III. An external loan, if required from the bank, may also be availed after six months.
- IV. The FIGs should engage in collective purchase of inputs worth not less than Rs.10,000 collectively during the crop period before release of corpus fund.**

### **2.4. Fund operation in FIG and FPG:**

Three Office Bearers may be nominated as authorized signatories to sign cheque of FIG concerned or the FPG concerned. The resolution may be passed to authorize any two out of three to jointly sign and operate the account of FIG / FPG.

The above selection may be done as under:

Option 1: The FIG or FPG members themselves may decide on their own.

Option 2: In the initial instance, the first executives of FIG, FPG may be nominated by Block level Committee and thereafter they may be changed as per the members wish after two years.

Option 3: If there is unavoidable contest, let there be voting. (It would be good if option 1 and 2 are adopted for initial two years)

### **3. Implementation of Collective Farming Project**

**3.1 Collective farming is a concept** where in the member farmers runs their smallholding as a Joint Enterprise. It may be implemented in **two different ways**.

- I. Without changing the ownership of land, all member farmers will join together to decide the variety of crop to be sown, time of sowing, combined procurement of needy inputs, cultivation by sharing the experience, creation of common infrastructure for value addition and marketing and sharing the profit among all member farmers based on the extent of cultivation.
- II. If farmers feel the cultivation in small holdings is uneconomic and unprofitable and hence, resolve to consolidate the holdings, all the Small and Marginal member farmers in FIGs may retain their right to land and enter into an agreement to remove the bunds, draw virtual boundaries as per the record to pool the land. Likewise, resources like cattle, machinery and other entities also may be combined to start collective cultivation to realize the benefit of large-scale farming. The entire farm is managed as single unit and member farmers elect management. Each member will contribute to their level of participation and earn the share of total produce in accordance with land contribution and labour utilized.

### **3.2 Methods to bring Economies of Scale:**

Collective cultivation enables more efficiency with increasing size and operation.

### **i. Indicative Interventions for Collective Cultivation include:**

- Common Tractor usage
- Rotavator usage
- Multi thresher usage
- Trans planter usage
- Other machineries for common usage

**ii. Corpus fund to FPG:** The Corpus Fund should be used for the purchase of farm machineries / implements / common infrastructure for Collective cultivation which will enable them to generate revenue for use in the next season. The Corpus fund should not be used to reimburse the purchase of inputs like seeds, fertilizers, pesticides, etc., The State Government will extend financial assistance of **Rs.5 lakhs to each FPG** as Corpus fund for **purchase of farm machineries /** creation of needy infrastructure in the Collective Farming. Work order/ supply order for purchase from corpus fund has to be placed by FPG.

**A sum of Rs.100.58 Crores is sanctioned for 2,000 FPGs in 2019-20.** District JDA/DDH will get the approval of the District Collector to spend the sanctioned corpus fund towards purchase of farm machineries. Block Assistant Director of Agriculture / District Joint Director of Horticulture/ Deputy Director of Horticulture will disburse the amount to FPG account directly through ECS. **Before approval of corpus fund by District Collective Farming Committee, ADAs/ADHs should verify the eligibility criteria as said in section 2.3 and provide certificate of scrutiny to JDA/DDH.** If any additional fund is needed by the FPG, the FPG may avail credit support from the Financial Institutions.

### **iii. Hand holding support by State Government:**

The Department of Agriculture/ Department of Horticulture has to handhold the FIGs and FPGs formed for two years. This is to ensure cohesiveness among Small and Marginal farmers and to support them to continue Collective Cultivation, Collective Purchase and guide the farmers to start any Joint enterprise in Agri Business related activities.

#### **4. Capacity Building FPGs and Department officials**

The district team will decide the type of support needed by FPG and arrange for farmers training, demonstration on modern technologies, exposure visit to model farms and setting up of model FPG and FPC. Capacity building training to FPG Office bearers and Department Officials will be imparted by State Consultant. The trainings at District level will be implemented by District Collective Farming Committee. Capacity building trainings for farmers and Department officials will be imparted under State Extension Programme for Extension Reforms Scheme under Agricultural Technology Management Agency (SSEPERS ATMA).

The FPG office bearers and Department officials are trained in the following areas for effective implementation of the scheme.

- Collective purchase of inputs,
- Collective cultivation and Farm Accounting System
- Collective Marketing.
- Effective utilization of the farm machineries
- Share advance and Lease amount utilization
- Sorting out of issues in Cultivation
- Pest and Disease management
- Training on maintenance of Registers

#### **5. Preparation of Project Implementation Plan (PIP)**

The Departments in consultation with the members would prepare a detailed Plan of Action with calendar of operations along with budget requirement for the proposed activities for each FPG. The Corpus fund allotted to each FPG is Rs 5 Lakh. Based on the FPGs machinery requirement the final PIP value may vary. If the machinery value exceeds 5 lakhs, all the 100 members will share the excess amount equally. Block Collective Farming Team has to guide the FPG in the preparation of PIP. The PIP would be examined and finalized by the **District Collective Farming Committee**. The Collector would be the authority to approve the PIP of all FPGs at District level.

## 6. Execution of the PIP

The Joint Director of Agriculture / Joint Director of Horticulture/ Deputy Director of Horticulture is responsible for overall execution of the sanctioned project of FPG formed by them. Block Assistant Director of Agriculture / District Joint Director of Horticulture/ Deputy Director of Horticulture will be responsible for release of Corpus fund to FPG in single payment based on the District Collector approval. All information regarding funds received, plan, expenditure, selection of beneficiaries, etc would be displayed on the notice boards, which are placed in common places in the Village Panchayat concerned and updated regularly.

## 7. Purchase of Farm Machineries by FPG

- a. The sum of Rs.5 lakhs as Corpus Fund support is meant for purchase of farm implements, tools and farm machineries for cultivation of crops and ***not for purchase of 'Processing Machineries' for business of FPG.***
- b. The FPGs are free to join with other FPGs under same FPC and pool the corpus fund and purchase machineries worth Rs.10 Lakhs (2 FPGs) or Rs.15 Lakhs (3 FPGs) or Rs.20 Lakhs (4 FPGs) up to maximum of Rs.50 lakhs (10 FPGs).
- c. If the cost of the machineries or implement is more than Rs.5 Lakhs, the members of the FPG shall collectively pay the excess sum above Rs.5 lakhs.
- d. The machineries purchased with the corpus fund are not eligible to avail subsidies under other schemes implemented by Agricultural Engineering Department.
- e. It should be ensured that farm machinery purchased under this scheme is very effectively used by leasing out to FIG/any member of FPG on yearly basis after signing an agreement. The lease amount may be fixed after consulting all member farmers during the monthly meeting and approved by the District

Collective Farming Committee. The lease amount may vary from District to District.

### **7.1 Steps involved in purchase of farm machineries:**

**Step 01:** The FPG will pass a resolution confirming the items to be purchased and get quotations for each item separately from concerned firms with detailed specifications and terms and conditions of supply. The firms should have been enlisted by AED. In case, if any of the items (like Combined Harvester) which is not empanelled by AED, approval may be accorded by a District level sanction Committee, headed by the Collector and clearance got from Chief Engineer (AED) for that machinery.

**Step 02:** The copy of the resolution of FPG in which the items to be purchased are confirmed and the original quotations shall be submitted to JDA/DDH with a request for sanction.

**Step 03:** On receipt of copies of the resolution and the quotations from FPGs (few or all FPGs of the district together), the JDA, DDH& EE(AED) will convene a joint sitting with FPG executives and manufacturers or authorized dealers of the machine or implements. The collective negotiation shall be done for all the items to be purchased and the agreed rates should be confirmed through proceedings by JDA, DDH& EE.

**Step 04:** The JDA& DDH shall submit the list of implements and the cost and get approval and sanction of the District Level Collective Farming Committee headed by the District Collector.

**Step 05:** The JDA /DDH shall communicate the sanction order to respective FPGs with an instruction to place the Supply Order after passing a resolution in the meeting of FPG.

**Step 06:** The Dealer shall supply the material to the FPG concerned.

**Step 07:** The FPG should make entry of all the details of Machinery with all Specifications in a Register.

**Step 08:** The machineries shall be examined by ADA or ADH and the stock entry will be confirmed with specifications and report sent to the JDA/DDH.



**Step 09:** Block ADA/District JDH/DDH will release the budget to the FPG account and in turn the FPG will pass a resolution on the cost of machines and release the payment to the supplier of Machinery.

## **7.2 Special note on Leasing out of Machinery:**

**The ownership of the Machineries purchased is with the FPG.**

- i. **FPC & FPG:** The machineries like tractor which requires registration with RTO, shall be registered in the name of the Farmer Producer Company to be incorporated.

There shall be a Memorandum of Agreement (MoA) between FPC and FPG, assigning the ownership of the machineries with FPG and confirming that the Registration Certificate shall be in the custody of the FPG.

- ii. **FPG & FIG/Member:** If there is delay in Farmer Producer Company (FPC) Registration under Company Act 2013 by Department of Agri Marketing and Agri Business, then Machinery that is purchased and that requires Registration needs to be registered on registration of FPG under Societies Act. In that case, an MoA is to be executed between FPG and FIG/Member.

All the machineries purchased using the Corpus fund should be leased out to FIGs or by any Member of the FPG by executing a Memorandum of Agreement in Rs. 20/- Stamp paper on all the above agreements.

### **Maintenance of Machineries:**

- I. One of the FIGs may be assigned with the responsibility of housing the machineries under safe custody **and leasing them** out for the beneficiaries according to the local conditions. The FIGs may bid among themselves and the highest bidder shall get the machineries for one year period.

(OR)

- II. Any member out of 100 farmers may be assigned with the **responsibility of leasing out and maintenance of machineries.**

- **FPG & FIG:** All FPGs should lease out the machineries purchased either to FIGs / Member Farmer. FPG should not maintain the machinery by itself. ~~In case of necessity, specific permission may be obtained from the District Collector.~~ There will be a lease agreement on a Rs.20 stamp paper between FPG and FIG with following provisions.
  - a. The lease for the machinery for the full year should be paid to FPG in advance in maximum 2 installments.
  - b. The lease money collected should be deposited in FPG account which will help the FPG for Microfinance, Purchase of accessories, Agri Business opportunities and collective cultivation. This is achieved after passing resolution in the FPG.
  - c. Block Collective Farming team should sensitize the FPGs to lease out the machinery to FIGs / any member farmer for one year.
  - d. After the end of lease period of one year, the lease agreement should be renewed for the 2<sup>nd</sup> year through fresh agreement with FIG / Member of FPG. The lease is finalized by FPG based on the group's resolution.
  - e. **The lease may be fixed based on the local conditions.** The lease amount may vary from district to district. Anyhow, Block Collective Farming Team should ensure that machinery should be effectively used and maintained properly.
  - f. It is essential to register the tractors in Regional Transport Officer by FPG/FPC. Before registration tractor should not be used.
  - g. At the end of the lease out period, the FPG shall undertake repairing and servicing the machineries and the servicing cost should be paid by the assignee FIG at the time of handing over.

~~h. If a FIG prefers to lease the machineries with one of its members, the same procedure shall be applicable.~~

~~i. AED has to verify the specification and standard of Machineries supplied.~~

## **8. Registers to be maintained.**

i. Registers to be maintained by FIG

- i. Meeting minutes book,
- ii. Savings register,
- iii. Cash Book,
- iv. Loan Ledger,
- v. Machinery Maintenance register

(Loan register after availing external loan, from the bank which may be availed after six months.)

ii. Registers to be maintained by FPG

- i. Meeting minutes book,
- ii. Cash Book,
- iii. Asset Register

Registers are to be purchased and provided to all FIGs and FPGs. These registers are used to have a detailed data base of member farmers regarding the cultivation activities, account details, office bearers selection, meeting convened, etc.,. After the formation of FPGs these records are to be maintained by respective FIG and FPG .The application form, the FIG wise list of farmers in the prescribed format are to be handed over to Department of Agricultural Marketing and Agri Business **at the time of incorporation of FPG into FPCs.**

### **For Purchase of Registers**

*a.10, 000 FIG @Rs 375(Rs75/register x 5 registers )– Rs.37.5 Lakhs*

*b. 2,000 FPG @Rs 225(Rs75/register x 3 registers) – Rs.4.5 Lakhs*

**Total: Rs. 42Lakhs**

**For this, an amount of Rs.42 lakhs is allotted from State Fund.**

## 9. Documentation and Data base creation

Documentation includes preparation of Field map to ascertain the contiguity of FIGs and FPGs. Documentation of monthly meetings, Collective purchase of inputs, Collective Cultivation, Exposure visit , Buyers Sellers meet ,Purchase of machineries, **Livelihood Activities.**

### For Documentation

*FPG Documentation for 2,000 FPG @ Rs 425/FPG- Rs 8.5 Lakhs.*

For this, an amount of Rs.8.50 lakh is allotted from State Fund .

## 10. State Consultant

Dr.E.Vadivel, Chairman, Agri Systems Foundation who has wide experience in formation of farmers groups and Farmer Producer Companies, would continue to be the State Consultant . For the continued technical support, Capacity Building, formation of FPGs and **incorporation of FPG into FPC** in the Collective Farming scheme in 2019-20 an amount of Rs 5.50 lakh shall be paid towards consultancy.

## 11. Computer with Peripherals and Stationeries

For effective monitoring of the scheme, it is proposed to purchase computers with peripherals and stationeries at the Directorate of Agriculture, for which an amount of Rs. 2.00 Lakh has been allotted from State fund.

### Budget Allotment for 2018-19

Sl.No.	Scheme Components	Fund Allotment ( in Lakh )
1.	Corpus Fund for 2000 FPGs @ 5 Lakh/FPG	10,000.00
2.	For Purchase of Registers 10,000FIGs & 2000 FPGs	42.00
3.	For Documentation and Data Base creation of 2000 FPGs @Rs425/FPG	8.50
4.	State Consultant Fee	5.50
5.	Computers with Peripherals and Stationeries	2.00
	Total	10,058.00

## **12. Formation of Farmer Producer Company (FPC)**

JDA, DDH and DDA (AB) jointly shall group the FPGs (minimum 7 FPGs and maximum 10 FPGs) of the respective district to incorporate the Producer Company in the presence of District Collector. Efforts should be made to federate 7 to 10 active FPGs into FPCs comprising 700 to 1,000 Small and Marginal farmers in a district. ~~The FIGs should retain the contribution of the members towards share advance so that it would be transferred to FPCs after incorporation by the end of six months.~~ If the FPGs prefer to get incorporated as FPCs, 50% of the sum available as revolving fund may be called back and utilised as Share advance. Besides, part of the profit earned by FPG may also be considered as supplemental share advance. Maximum of ten FPGs in a contiguous area in a district will be combined to form a Farmer Producer Company. ~~FPGs of 2017-18 and 2018-19 can be combined to reach the maximum of 1000 small and marginal farmers as shareholders to get Equity grant of Rs. 10 lakh from SFAC. This is applicable in cases where the numbers of shareholders of the FPC are below 1000.~~ The FPC is a forum to share the experience of FIGs & FPGs and also enable them to voice their problems, which provides sustainability and self-reliance to the groups. DD (Agri Business) would be responsible to link the FPCs with TN-SFAC or GOI-SFAC for fund support to strengthen their organizational capacity. FPCs should be registered under the Companies Act, 2013. The FPCs would follow all the legal compliances prescribed under the Companies Act, 2013.

## **13. Monitoring and Evaluation**

The project would be monitored at all stages by a Committee Chaired by the District Collector and comprising officials, Joint Director (Agriculture), Deputy Director (Horticulture), Executive Engineer (AED), Deputy Director of Agriculture (Agri Business) at District Level and at State Level by Director of Agriculture, Director of Horticulture & Plantation Crops, Chief Engineer (AED) and Director of

Agricultural Marketing and Agribusiness. The Project Evaluation would be done based on the performance level indicators.

#### **14. Roles and responsibilities among the implementing departments**

##### **A. Collectivism in Cultivation and to enhance the quality of the produce**

**Lead Partner:** Department of Agriculture & Department of Horticulture & Plantation Crops

**Supportive Partners:** Department of Agricultural Marketing & Agribusiness and Department of Agricultural Engineering

- i. Create awareness, mobilize and establish FIG and FPG.
- ii. Transform Production driven agriculture into market driven agriculture.
- iii. Facilitate Collective Cultivation: Collective Purchase of inputs, Collective selection of crop and variety for the season based on market demand, adoption of common technical protocol for cultivation ensuring productivity and quality enhancement, season after season and year after year for ever.
- iv. Dovetail benefits of all schemes of the government from all departments to FIGs;
- v. Arrange for exposure visits, provide training on key cultural practices;
- vi. Hand over all the details of FIG and FPG in the annexure attached to DDA (AB) except the minute books of FIG and FPG.
- vii. Conduct FIG and FPG level meeting and hand hold them for **two years after the implementation year after formation of FPC.**

##### **B. Incorporation of the Producer Company , Procurement of the produce, Post Harvest management, grading & packing, processing ,value addition and marketing through FPC**

**Lead Partner:** Department of Agri marketing and Agri Business.

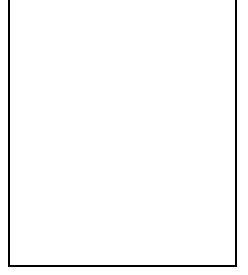
**Supportive Partners:** Department of Agriculture, Department of Horticulture & Plantation Crops and Department of Agricultural Engineering.

- i. Take over the details of FIG and FPG from ADA/ADH in the prescribed format attached.
- ii. Create awareness on agribusiness ventures possible at FIG, FPG and FPC levels.
- iii. Strengthen the business activities of the FIG, FPG and FPC.
- iv. Incorporate the FPC and build capacity of the Directors of FPC to manage the company and comply with Registrar of Company(RoC) regulations.
- v. Arrange credit support by availing Credit Guarantee Fund Scheme (CGFS).
- vi. Avail equity grant for FPC from SFAC.
- vii. Sustain the FPC and promote the business of FPC.
- viii. Develop a common state brand for the Products and producers of FPCs.
- ix. Federate all FPCs at State level for policy & development support.
- x. Link the FPCs to State level consortium of FPCs for establishing PAN INDIA business Network.
- xi. Department of Agricultural Marketing and Agribusiness shall play the role of 'Resource Institution' to the FPCs as per the guidelines of GoI and hand hold for **two years** from the date of incorporation of FPC.

### 15. Time Frame for the project- implementation period would be 12 Months

Time-Line	Key Activities	Deliverables	Means of Verification
April "2019	Diagnostic study	Issue and challenges faced by Small and Marginal farmers	Report
May "2019	Selection of villages for implementation	List of selected villages with production statistics	Reports
June "2019	Identification of farmers and formation of FIG ,approval by District Collective Farming Committee	FIG list with members profile	Meeting minutes , Documentation of photographs of meetings
July "2019	Mobilisation of 5 FIG s into FPG by conducting meetings. Institutionalisation of FPGs by selection of President and representatives, Establishing linkages with Banks	FPG list and members profile, details of president and representatives of FPG	Meeting minutes and photographs of meetings ,, Bank account details Credit linkage details
November "2019	Prioritisation of Interventions required by the FPGs and Identification of technical / administrative / support partners for implementation of various identified activities and Preparation of PIP	A detail report on list of interventions for collective farming and time schedule for activities	Walk through survey report, PIP report
December "2019	Buyer-Seller Meet	Machinery requirement of FPGs	List of Machineries by FPG Reports, photographs, records, success stories
January "2020	Approval of PIP by District Collector	Approved PIP with time schedule	Meeting minutes and sanction proceedings
February "2020	Execution of the project and fund release as per guidelines	Activities for implementation of PIPs including training	physical verification, Records, photographs.
March "2020	Monitoring the execution process and utilisation aspects. Federation of selected FPGs into FPCs by linking with NABARD/TNSFAC for formation of FPCs	Completion report. Details of FPGs recommended either to TNSFAC or NABARD for FPC formation	Recommendation report sent to NABARD/TNSFAC





இணைப்பு 1  
அரசாணை (நிலை) எண். , வேளாண்மை (வேஉ4) துறை, நாள்  
13.8.2018

கூட்டுப்பண்ணையத் திட்டம், வேளாண்மைத் துறை

உறுப்பினர் படிவம்

..... உழவர் ஆர்வலர் குழு (FIG)  
வட்டாரம் ..... மாவட்டம்.....

01. பங்கேற்கும் விவசாயி பெயர் :  
தகப்பனார்/கணவர் பெயர் :  
முகவரி :  
ஆதார் எண் :  
தொலைபேசி எண், மின்னஞ்சல் :  
கல்வி :

02. நில உரிமையாளர்/குத்தகை  
விவசாயி

03. பாலினம் ஆண்/பெண்: வயது :

04. மொத்த குடும்ப உறுப்பினர்கள் எண்ணிக்கை (18 வயதிற்கு மேல்)

05. நில உரிமையாளர் குத்தகை தாரர்  
பரப்பு (ஏக்கர்) சர்வே எண் : பட்டா எண்:

பாசன முறை :

சொட்டுநீர் பாசனம் : ஏக்கர் : மானாவாரி: ஏக்கர்

சாகுபடி பயிர்கள் :

06. நிலவளம் மண்வகை :  
காரம்/அமிலத்தன்மை :  
மண்பரிசோதனை 2017-2018 செய்யப்பட்டதா? ஆம்/இல்லை  
மண் வள அட்டை வழங்கப்பட்ட விவரம்
- 
07. கால்நடை வளம்: பசு/எருமை : மீன்:  
ஆடு/கோழி :
- 
08. சிறு விவசாயி /குறு விவசாயி SF/MF :
- 
09. ஆதி திராவிடர்/ பழங்குடியினர்/ இதர (SC/ ST/ Others) :
- 
10. பண்ணை கருவிகள் மற்றும் இதர இயந்திரங்கள் (Farm implements and Accessories): Yes/No
- 
11. இரு சக்கர வாகனங்கள் (Two Wheelers: Nos):
- 
12. பணம் பரிமாற்றம் செய்யும் வங்கியின் பெயர் (Name of the Bank for transaction):
- 
13. உழவர் மன்றங்களின் உறுப்பினர் விவரம் (Membership in any FIG, CIG, SHG, Association, Federation/Producer Company)
- 
14. கடந்த மூன்று ஆண்டுகளில் அரசு திட்டங்களில் பயனடைந்த விபரம் (Govt. Scheme benefits availed (last three years) :
- 

15. .... மாவட்டத்தில் புதிதாக உருவாக உள்ள .....

..... உழவர் உற்பத்தியாளர் குழுவில் (FPG) இணைந்து செயல்பட மேற்கண்ட படிவத்தின் மூலம் விண்ணப்பிக்கின்றேன். மேலும் 10 உழவர் உற்பத்தியாளர் குழுக்கள் இணைந்து உருவாக்கவுள்ள உற்பத்தியாளர் கம்பெனியிலும் (Farmer Producer Company) பங்குதாரராக இணைந்து செயல்பட சம்மதிக்கிறேன்.

இத்துடன் எனது ஆதார் அட்டையின் நகலை இணைத்துள்ளேன்.

இடம்:

நாள் :

(கையொப்பம்)

### அலுவலக பயன்பாடு

உறுப்பினர் எண் :

உதவி இயக்குநர்/ வேளாண்மை/ தோட்டக்கலை

வட்டாரம்: .....

மாவட்டம்: .....



இணைப்பு 2

அரசாணை (நிலை) எண். , வேளாண்மை (வேஉ4) துறை, நாள் 13.8.2018  
கூட்டுப் பண்ணைய திட்டம், வேளாண்மைத் துறை

தீர்மான அறிக்கைப் பதிவேடு

.....

உழவர் ஆர்வலர் குழுவின் பெயர் : .....

கிராமம் : .....

வட்டாரம் : .....

ஆரம்பித்த தேதி : .....

.....

உழவர் ஆர்வலர் குழு / உழவர் உற்பத்தியாளர் குழு

## வேளாண்மைத் துறை

### தமிழ்நாடு அரசு

#### தீர்மான அறிக்கைப் பதிவேடு எழுதும் முறை

அறிக்கை என்பது கூட்டத்தில் அன்றைய தினம் நடந்த நிகழ்வுகள் மற்றும் எடுக்கப்பட்ட முடிவுகளை முறைப்படி பதிவேட்டில் குறித்து வைப்பதாகும். அறிக்கைப் புத்தகத்தில் ஒவ்வொரு கூட்டத்திற்கும் இரண்டு பக்கங்கள் இதற்கென ஒதுக்கப்பட்டுள்ளன.

#### நோக்கம்:

1. அறிக்கைப் புத்தகம் உழவர் உற்பத்தியாளர்கள் குழுக் கூட்டம் நடந்ததற்கான ஒரு முக்கிய சான்றாகும்.
2. உழவர் உற்பத்தியாளர்கள் குழுவின் நடவடிக்கைகளை உழவர் உற்பத்தியாளர்கள் குழுவில் இல்லாதவர் முக்கியமாக தணிக்கையாளர், வங்கி மேலாளர், புரிந்து கொள்ள உதவுகிறது.
3. உழவர் உற்பத்தியாளர்கள் குழு அதன் சட்ட திட்டங்களின்படிதான் செயல்படுகிறது என்பதை சரிபார்க்க ஒரு சான்றாக செயல்படுகிறது.
4. கொள்கை அளவிலான முடிவுகள் உற்பத்தியாளர்கள் குழு உறுப்பினர்களோடு கலந்தாலோசித்து எடுக்கப்பட்டது என்பதற்கு ஆதாரமாக விளங்குகிறது.
5. உழவர் உற்பத்தியாளர் கம்பெனியோடும் மற்ற நிறுவனங்களோடும் தொடர்பு கொள்ளும் போது உழவர் உற்பத்தியாளர்கள் குழுவின் செயல்பாட்டைக் காட்டும் கண்ணாடியாக விளங்குகிறது.

#### எழுதும் முறை:

1. .... உழவர் உற்பத்தியாளர் குழுவின் உறுப்பினர் வருகை மற்றும் சேமித்தவர் விபரம்:

உறுப்பினரின் வருகை மற்றும் சேமித்த தொகை எழுதவும்.

2. முக்கிய தீர்மான விபரம்:

நடப்பு ஆண்டிற்குரிய கொள்கை அளவிலான தீர்மானங்களை ஓரிரு வரியில் மாத அறிக்கையிலிருந்து சுருக்கி எழுதவும்.

3. மாதாந்திர அறிக்கை எழுதும் முறை:

- உழவர் உற்பத்தியாளர் குழு இருக்கும் கிராமம், கூட்ட எண், ஆரம்பித்த நேரம் மற்றும் முடிவடைந்த நேரத்தை குறிப்பிடவும்.
- கொள்கை அளவிலான முடிவுகள் / உற்பத்தித் திட்டம் / வணிகத்திட்டம்
- அம்மாதத்திற்குரிய பெறுதல், செலுத்துதல் அறிக்கையை எழுதுதல் வேண்டும்.

- கொள்முதல், விற்பனை விபரங்கள் எழுதுதல் வேண்டும்.
- உழவர் உற்பத்தியாளர் கம்பெனி லிட் தகவல் பரிமாற்றம்.

#### இதர முக்கிய தீர்மானங்கள்

- குழுவின் மாதாந்திர செயல்பாட்டை அறிய உறுப்பினர் வாரியாக, ஒவ்வொருவரின் தர ஆய்வு செய்ய வேண்டும்.
- எடுக்கப்பட்ட தீர்மானங்களுக்கு உறுப்பினரிடம் ஒப்புதல் பெறும் வகையில் உறுப்பினரிடம் கையொப்பம் வாங்குதல் வேண்டும்.

..... உழவர் உற்பத்தியாளர் குழு

..... உழவர் ஆர்வலர் குழு

ஆரம்பித்த தேதி	:	.....
கிராமம்	:	.....
வட்டாரம்	:	.....
சேமிப்பு கணக்கு துவங்கிய வங்கியின் பெயர் :		.....
வங்கி சேமிப்பு கணக்கு ஆரம்பித்த தேதி	:	.....
வங்கி கிளை	:	.....
வங்கி சேமிப்பு கணக்கு எண்	:	.....
தலைவி / தலைவர் பெயர்	:	.....
செயலாளர் பெயர்	:	.....
பொருளாளர் பெயர்	:	.....
மொத்த உறுப்பினர்கள்	:	.....
கூட்டத் தேதி	:	.....
கூட்ட நேரம்	:	.....

#### உழவர் உற்பத்தியாளர் குழு

#### அடிப்படை அனுமானங்கள்

விவசாயிகளின் எண்ணிக்கை	:	100
கிராமங்களின் எண்ணிக்கை	:	1-2
விவசாயிகள் ஆர்வலர் குழு	:	5
ஒவ்வொரு குழுவிலும் உறுப்பினர்கள்	:	20
ஆதரவளிக்கப்படும் வருடங்கள்	:	2
7 - 10 உழவர் உற்பத்தியாளர் குழு		:1 உற்பத்தியாளர் நிறுவனம்

உழவர் உற்பத்தியாளர் குழு அமைப்பின்

சேவை முகாம்

உழவர் உற்பத்தியாளர் நிறுவனம்

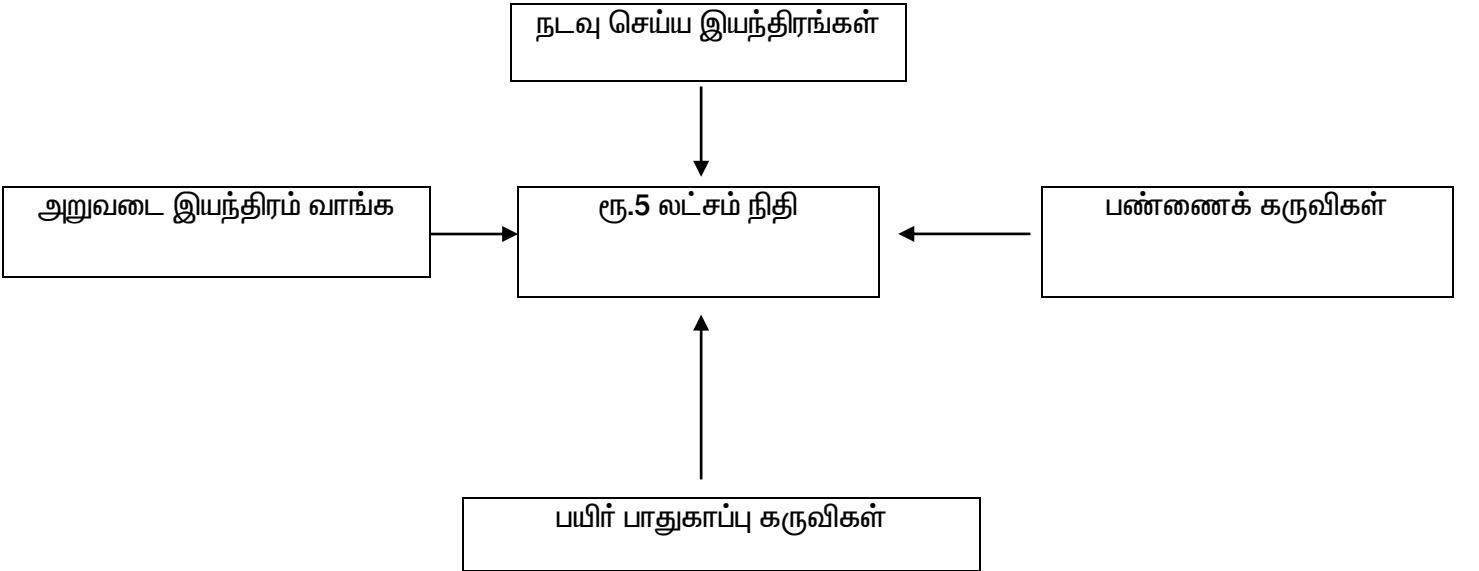
உழவர் உற்பத்தியாளர் குழு



7-10 உழவர் உற்பத்தியாளர் குழு  
 ↓  
 உறுப்பினர்கள்  
 ↓  
 (5 ஆர்வலர் குழுவின் நிர்வாக உறுப்பினர்கள்) 5X3=15  
 ↓  
 தலைவர், செயலாளர், பொருளாளர்  
 ↓  
 ஆர்வலர் குழு  
 ↓  
 உள்ளூர் விவசாயிகள்

1. கூட்டாக இணைந்து செயல்படுதல்
  2. குறிப்பிட்ட நாளில் அனைவரும் ஒரே பயிரினை சாகுபடி செய்தல்
  3. தொழில்நுட்பங்களை கூட்டாக இணைந்து செயல்படுத்துதல்
  4. ஒரு கூட்டாக அறுவடை மற்றும் சிப்பமிடல்
  5. சந்தைப்படுத்துதல்
  6. கை கோர்த்து செயல்படல்
- .....
1. திட்டமிடல்
  2. செயலாக்கம்
  3. கண்காணிப்பு

தமிழக அரசின் சலுகைகள்





### உழவர் உற்பத்தியாளர் நிறுவனம்

- 20 சிறு, குறு விவசாயிகளை ஒருங்கிணைத்து உழவர்கள் ஆர்வலர் குழுக்களை அமைத்தல்
- 50 ஆர்வலர் குழுக்களை அமைத்து, ஓர் உற்பத்தியாளர் நிறுவனத்தை உருவாக்குதல்
- மேற்கூறிய வழிகளில் 10 முதல் 15 வரை உள்ள கிராமங்களை சேர்ந்த 1000 சிறு குறு விவசாயிகளை ஒருங்கிணைத்தல்
- இவ்வமைப்பை கம்பெனிச் சட்டம் 2013ன் படி ஒரு நிறுவனமாக பதிவு செய்தல்
- இந்நிறுவனம் சிறுவிவசாயிகள் பங்களிப்புடன் தேர்ந்தெடுக்கப்பட்ட இயக்குநர்கள் குழுவினரின் மூலம் நிர்வகிக்கப்படுதல்
- இவ்வங்கத்தினர்கள், முறையான தொழில் நுட்ப பயிற்சி பெற்று, உற்பத்தியை பெருக்கவும், விளைபொருட்களை ஒன்றிணைத்து நேரடியாகச் சந்தைப்படுத்தவும், பொருட்களை மதிப்புக் கூட்டி விற்கவும் வழிசெய்தல்
- தொழில் நுட்ப வல்லுநர் ஒருவரை முதன்மைச் செயல் அலுவலராக பணியமர்த்தி செயல்படுதல்
- இந்நிறுவனம் அரசு சார்ந்த நிறுவனத்திற்கு சமமாகக் கருதப்படுதல்
- மத்திய மாநில அரசுகளின் திட்டங்கள் மற்றும் மானியங்கள் பெறுவதில் முன்னுரிமை பெறுதல்
- இத்திட்டத்தின் மூலம் உழவர்கள் அதிக வருமானம் பெற வழி செய்தல்

### Annexure III

#### 01. FIG (name ) Farmer Interest Group;

**FPG: Kodumudi B Producer Group ( Separate Sheet for each FIG)**

**District:**

**Block:**

Sl. No	Name of the Farmer	Father /Husband name	Address, Age, Category (SF/MF)	Sum paid	Bank Account details
01					<b>A.FIG Account:</b>
02					Name of the bank & Branch:
03					A/c Number:
04					IFSC :
05					<b>Names of the Signatories:</b>
06					01. President
07					02.Secretary
08					03. Treasurer
09					Operation: Out of three, any two jointly
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

01. Verify the bank pass book 02. Take over all the original applications of individual members along with AADHAAR leaving the copy to ADA/ADH  
03. Verify the updated minute book of FIG.

**Annexure –IV**  
**FPG: B Producer Group**

**District:**

**Block:**

<b>Sl. No</b>	<b>Name of the Farmer</b>	<b>Father /Husband name</b>	<b>Address, Age, Category (S/M)</b>	<b>FIG to which belongs and position in the FIG</b>	<b>Bank Account details</b>
01					<b>Farmer Producer Group:</b>
02					Signatories of 5 FIGs (15) shall be the Members of the FPG)
03					A/C No:
04					IFSC :
05					Bank and Branch:
06					Names of the Signatories:
07					01. President
08					02. Secretary
09					03. Treasurer
10					Ensure operation: Out of three, any two jointly
11					
12					Name of the Director selected for the FPC :
13					
14					
15					

01. Verify and get copy of bank pass book meeting minute Register 02. Verify FPG monthly 03. Verify and get the copy of the KYC documents of Office bearers.