

# Procedure of Licensing, Sampling and enforcement for quality and quantity distribution of Fertilizers in Assam

Courtesy:

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# Types of Specified Fertilizers

## 1) Chemical Fertilizers

- i) Straight nitrogenous Fertilizers – Neem Coated Urea
- ii) Straight Phosphatic Fertilizers – SSP
- iii) Straight Potassic Fertilizers – MOP
- iv) Straight Sulphur Fertilizers – Sulphur Powder
- v) N.P. complex Fertilizers – DAP
- vi) N. P. K complex fertilizers – NPK 15 : 15 : 15
- vii) Micronutrients – Borax
- viii) Fortified fertilizers – Zincated urea
- ix) 100% water soluble complex Fertilizers – NPK 18 : 18 : 18

## 2) Biofertilizers

- i) Rhizobium
- ii) Azotobacter
- iii) Azospirillum
- iv) Phosphate Solubilizing Bacteria
- v) Mycorrhizal Biofertilizers
- vi) Potassium Mobilizing Biofertilizers (KMB)
- vii) Zinc Solubilizing Biofertilizers (ZSB)
- viii) Acetobacter
- ix) Carrier Based Consortia
- x) Liquid consortia

## 3) Organic Fertilizers

- i) City compost**
- ii) Vermi-compost**
- iii) Phosphate rich Organic manure (PROM)**
- iv) Organic manure.**

# Procedure for issue of License

- (1) The applicant (manufacturer / importer / pool handling agency/ whole salers/ retailer shall make a Memorandum of Intimation to the Notified authority in Form A1 duly filled in, in duplicate, together with the fee and a certificate of source in form O.
- (2) On receipt of a Memorandum of Intimation, complete in all respect, the Notified authority shall issue an acknowledgement of receipt in Form A2 and it shall be deemed to be an authorisation letter granted and the concerned person as authorised dealer for the purpose of this order.

**Conditions** : - 1) A wholesale dealer, excepting a manufacturer, a pool handling agency or a state Govt, shall not issue the certificate of source of another wholesale dealer. A wholesale dealer shall issue a certificate of source only to a retail dealer.

2) Where the manufacturer of organic fertilizer is a state Govt or Municipality, it shall not be necessary for it to obtain the authorization letter.

3) Where the manufacturer of vermi-compost, other than a state Govt or Municipality has annual production capacity less than 50 MT, it shall not be necessary for him to obtain the authorization letter.

( An applicant for a certificate of manufacture, (import) for preparation of mixture of fertilizers or special mixture of fertilizers / organic fertilizers / Biofertilizers shall apply in Form D & grant certificate in Form F within 45 days from date of receipt of application.

# Procedure for Renewal of License

(1) The applicant will submit his request to the Notified authority in Form A1 in duplicate together with the renewal fee and a certificate of source in Form O.

(2) The notifying authority shall issue acknowledgement receipt of renewal in Form A2.

# Required documents for issue/renewal of license

- 1) Application in proper form – A1/ D
- 2) Source wise principal certificate in form O.
- 3) Godown verification certificate from DAO with evidence.
- 4) Treasury challan for Rs1500/- ( Fresh )/ Rs 500/- ( Renewal )/ Rs 100/- ( Amendment )  
Head of A/C – 0401 – crop Husbandry  
- 105 – Sale of Manures & Fertilizers.
- 5) Recent passport photo (3 copies)
- 6) No objection certificate from Panchayat/ Town committee/ Municipality.
- 7) Last three years performance report/stock/sale with countersignature of DAO  
( For renewal )
- 8) Address proof
- 9) Identity proof
- 10) B. Sc (Agri) / B.Sc (Chem)/ Diploma in Agril. Science (For retailer)

# Display of Stock Position and Price list of Fertilizer

Every dealer who makes or offers to make a retail sale of any fertilizer, shall prominently display in his place of business

- 1) The quantities of opening stock of different fertilizers held by him on each day.
- 2) A list of prices or rates of such fertilizers fixed  
(For the time being in force)



# **Powers of Inspectors**

- 1) Draw samples of any fertilizer.**
- 2) Enter upon and search any premises where any fertilizer is manufactured or stored or exhibited for sale.**
- 3) He may require any Manufacturer/importer/Pool handling agency/ Wholesale dealer/ retailer to give any information in his possession with respect to the manufacture, import, storage and disposal of any fertilizer manufactured or, in manner handled by them.**
- 4) Seize or detain any fertilizer.**
- 5) Seize any books of accounts or related documents.**

6) Every person, if required by an inspector shall be bound to afford necessary facilities to him for the purpose of enabling him to exercise his powers.

### **Conditions**

1) To provide a receipt of such fertilizers/ books of accounts/ documents so seized to the person.

2) He shall give the stop sale notice in writing to the person and initiate action within 21 days. If not within 21 days, then it is deemed to have been revoked.

3) where any fertilizer is seized, he shall forth with report the fact of such seizure to the collector where upon the provisions of section 6-A, 6-B, 6-C, 6-D & 6-E of the Act shall apply to the custody, disposal and confiscation of such fertilizers.

# Procedure for drawal of Fertilizer Samples

**1) Measures & precaution to be observed.**

- a) Samples shall not be taken at a place exposed to rain /sun.**
- b) Sampling instruments shall be clean & dry.**
- c) Sampling instruments and bags of samples should be free from any adventitious contaminations.**
- d) To draw a representative sample, the contents of each bag selected for sampling should be mixed as thoroughly as possible by suitable means.**

e) The sample should be kept in suitable, clean, dry and air tight glass or screwed hard polythene bottle of about 400gm capacity or in a thick gauged polythene bag. This should be put in a cloth bag which may be sealed with the inspector's seal after putting inside the detailed description as specified in Form P. Identifiable details may also be put on the cloth bag like sample no/code no or any other details which enable its identification.

(f) Each sample bag should be sealed air tight after filling and marked with details of sample (and type of fertilizer) and the name of Inspector.

## 2) Sampling from bagged materials

Lot size (No of bags)	No of Bags to be selected for sampling
Upto. 10	1
11 - 100	2
101 - 200	3
201 - 400	4
401 - 600	5
601 - 800	6
801 - 1000	7
1001 - 1300	8
1301 - 1600	9
1601 - 2000	10

### 3) Weight of one sample

- a) For straight micro-nutrient fertilizer - 100gms.
- b) For chelated/mixture micro-nutrient fertilizer-  
50 gms or the maximum packing size of similar  
quantity.
- c) For other fertilizers and mixture of fertilizers-  
400gms.

## 4) Preparation of Composite Sample

If the composite sample collected from the different selected bags is larger than required weight, its size shall be reduced by method of quartering as below.

Spread the composite sample on a level, clean, hard surface, flatten it out divide it into four equal parts. Remove any diagonally opposite parts. Mix the two remaining parts together to form a cone, flatten out the cone and repeat the operation of quartering till a composite sample of larger than required weight is obtained.

# Preparation of Test Sample and Reference Sample

- A) The composite sample shall be spread out on a clean, hard surface and divided into three equal portion of specified weight. Each of these samples shall constitute the test sample.
- B) Each test sample shall be transferred to a suitable container . The slip with detail description may be put inside the sample bag. Each bag shall be properly labelled.
- C) Each sample container shall be sealed with the seals of the inspector. If possible, seal of the manufacturer/ dealer or purchaser, as the case may be, may also be affixed.
- D) Out of 3 samples, one sample shall be sent to state Govt notified laboratoy or Cetral Fertilizer Quality Control and Training Institute ,Faridabad or Regional Fertilizer Control Laboratories at Mumbai,Channai or Kalyani ( Kolkata) for analysis. Another sample shall be given to the manufacturer or importer or dealer or the purchaser. The third sample shall be sent by the inspector to his next higher authority for keeping in safe custody. Any of the latter 2 samples may be sent for referee analysis .



# Procedure for sampling of Bio-Fertilizers.

- A) Samples in their original unopened packets should be drawn and sent to the laboratory to prevent possible contamination of sample during handling and to help in revealing the true condition of the material.
- B) Intact packets shall be drawn from a protected place not exposed to dampness, air, light, dust soot.
- C) The inspector shall take 3 packets as sample from the same batch. Each sample constitutes a test sample.
- D) These samples should be sealed in cloth bags and be sealed with the inspector's seal after putting inside Form P. Identifiable details such as sample number, code number, or any other details which enable its identification shall be marked on the cloth bags.
- E) Out of 3 samples, one sample shall be sent to State Govt. notified laboratory or to the National Centre for Organic Farming or any of its regional centres. Another sample shall be given to the manufacturer/importer/dealer. The third sample shall be sent by the inspector to his next higher authority for keeping in safe custody. Any of the latter 2 samples shall be sent for referee analysis.

## F) Number of Samples to be drawn from the lot.

### **Lot/ Batch**

### **Number of Sample**

- |                           |      |
|---------------------------|------|
| • A) Upto 5000 packets    | • 03 |
| • 5001-10000 packets      | • 04 |
| • More than 10000 packets | • 05 |

## Procedure for drawal of sample of Organic Fertilizer.

- The inspector shall draw any sample of Organic Fertilizer in accordance with the procedure of drawal mentioned under Schedule -11 Part-A.

# Important Forms

- 1) Form A1 Intimation
- 2) Form A2 Acknowledgement
- 3) Form D Intimation for Bio-fertilizer etc
- 4) Form F Certificate for Bio-fertilizer etc
- 5) Form H Application to sale NSF
- 6) Form I Authorisation to sale NSF
- 7) Form J Particulars of sample
- 8) Form K Forwarding of sample
- 9) Form M Cash memo
- 10)Form N Stock register
- 11)Form O Source of Fertilizer
- 12)Form P Particulars of sample