

**ANNEXURE - I**

**Scope of work, eligibility criteria & General terms and conditions**

**1. Objectives of the Assignment**

The proposals from Regional Councils (RCs) with headquarters in Uttarakhand are being invited for selection of RCs for different DMUs/FMUs, the details of which are given in annexure-IV, to provide services for certification of farmers groups under PGS conforming to the overall vision and standards of PGS- India programme with a view to promote organic farming by farmers/SHG members with latest suitable technologies in organic farming.

**2. Scope of work:**

- **Adoption of Participatory Guarantee System (PGS) of Certification**
  - a) Farmer meetings
  - b) Exposure visits to farmers in clusters
  - c) Training of cluster members on organic farming
- **PGS Certification and Quality Control**
  - a) 2 days training on PGS Certification
  - b) 3 days training to LRP
  - c) on line registration of farmers
  - d) Soil sample collection and testing
  - e) Process documentation for PGS Certification
  - f) Field inspections
  - g) Residue analysis of samples in NABL
  - h) Certification charges
  - i) Administrative expenses for certification

The Scope of work of The Regional Councils (RCs) will also include the following: -

- Translate and print PGS paper work in local language
- Register local groups and issue user ID and password for data uploading on PGS India website.
- Facilitate local groups in data uploading on PGS website, if local group do not have access to computer and internet.
- Confirms that the Local Group Summary Worksheet listing all the farms that are to be Certified Organic is complete and was conscientiously maintained by the group
- Activate and/or issue certification UID number to each approved Local Group (received from the instant UID Pool maintained on PGS Website).
- Print and distribute annual Organic Certificates for individual farmer.
- Participate in sampling of Local Group farm appraisals. Provide Local Groups with guidelines for "Non-compliance Sanctions"
- Participate in online system to provide Summary Worksheet information to interested parties and help to connect interested parties with the Local Groups for access to individual farmers Organic Guarantee
- To ensure complete transparency of the certification process
- To facilitate Mutual Recognition and Support for the various groups (and individual farmers) on a national level by allowing Regional Councils to audit the Organic Guarantee of certified farms in other Regional Councils.