

INSTRUCTIONS FOR GRANT OF C.A. AND CERTIFICATE OF AGMARK GRADING FOR EXPORTS OF GRAPES

Persons desirous of obtaining Agmark Certification on fruits and vegetables under Agmark should have valid Certificate of Authorization (C.A.) for grading of fruits and vegetables. Provisions contained in Fruits and Vegetables Grading and Marking Rules, 2004 shall be applicable.

I. Procedure for grant of C.A.

- (1) Persons desirous of obtaining C.A. for grading fruits and vegetables under Agmark for exports shall apply to the concerned office of Directorate of Marketing & Inspection (DMI) in the prescribed **Proforma - I**.
- (2) Necessary documents as prescribed in **Annex-A** shall be enclosed with the application.
- (3) Demand draft for Rs. 1000/- as C.A. processing fee shall be enclosed with the application.
- (4) Applicant for grant of C.A. can have his own premises (owned by him or rented). He can also use common facilities of APMC pack houses, Private/Coop pack houses etc. Minimum requirements in the premises are given in **Annex-B**. Details of such arrangements shall be given with the application. Details of such arrangements may not be given by APEDA approved pack houses.
- (5) Concerned office of the DMI will process the documents, inspect the proposed premises and grant C.A. within ten days of the receipt of complete documents. Inspection of the premises is not required in case of APEDA approved pack houses. In such cases, CA shall be issued within three days of the receipt of the complete documents.
- (6) Grade designation mark (Agmark insignia) shall be securely affixed to or printed on each container. Since each and every container is accounted for in exports, it is not necessary to have running replica serial No. on each container. It is also not necessary that Agmark insignia shall be printed in printing presses permitted by the Directorate. However, authorized packer shall inform the name and address of the printing press from whom he is getting the containers bearing Agmark replica printed.

II. Procedure for obtaining Certificate of Agmark Grading (CAG) for export of grapes to EU countries.

1. C.A. holder shall apply giving details of the consignment to any one of approved laboratories under intimation to the concerned office of DMI for grant of CAG for the lot of grapes in the prescribed proforma (**Annexure-C**). The lists of the offices of DMI and the approved laboratories are at **Appendix (i)** and **Appendix (ii)**, respectively.
2. The C.A. holder will send the Demand Draft towards grading charges to the laboratory payable @ 0.1% of FOB value subject to a minimum of Rs. 200/- per consignment. The FOB value has been fixed at Rs. 44.65 per kg. The laboratory will send the grading charges to the concerned office of DMI every fortnight. Failure to do so will block the software for the concerned laboratory after a warning.
3. The C.A. holder will offer the lot for inspection at the approved premises. The consignment shall be offered packed in appropriate packing boxes. The inspection may also be carried out on the grading and sorting line of the approved premises.
4. C.A. holder can offer the lot for inspection and grading at the Airport/Seaport. The size of such lot shall not be more than 5 MT net weight.
5. Approved Chemist of the approved laboratory shall draw sample as per the sampling plan (**Annexure- D**). He/she will sign on the containers selected for sampling.
6. The approved chemist will grade the sample according to prescribed standards and assign appropriate grade. He/she will fill up the Inspection Report in the prescribed proforma (**Annexure- E**)
7. The Inspecting Officer will stack-seal the consignment after inspection in the cold store. The temperature of the grape berries in the cold store should be in the range of 0 – 1°C and Relative Humidity in the cold store should be in the of range of 90-95%.
8. The Inspecting Officers of DMI can make surprise checks of the grading done by the approved laboratories. They will fill up the Inspection Reports of such surprise checks. The decision of the Inspecting Officers of DMI shall be final. In case of any dispute, the C.A. holder can refer the matter to the Dispute Settlement Committee.
9. Designated persons of the approved laboratory will issue the CAG in the prescribed proforma. The CAG will be sent electronically to the C.A. holder, concerned office of DMI and the PSC issuing Authority.
10. The CAG shall be valid for 15 days from the date of issue. Revalidation of the CAG can be done on the request of the C.A. holder in case shipment is delayed beyond 15 days for valid reasons. It will be done after reexamination by the concerned laboratory to ascertain that the consignment is in sound merchantable condition and that there has been no deterioration in the quality.

Proforma – I

Application for Grant of Certificate of Authorisation for Grading and Marking of
_____ **(Name of Commodity) for Export Grading**

To,

The Dy. Agri. Marketing Adviser/
Asstt. Agri. Marketing Adviser/
Senior Marketing Officer
Directorate of Marketing & Inspection
_____ (name of city)

Sir/Madam,

I/We _____ of M/s _____ (full postal address) being desirous of marking _____ [Name(s) of commodity] with a grade designation mark in accordance with the rules made under the provisions of Agricultural Produce (Grading & Marking) Act 1937, hereby, request for grant of Certificate of Authorisation.

I/We have carefully gone through the provisions of AP (G&M) Act, 1937, the General Grading & Marking Rules 1988, relevant commodity Grading & Marking Rules and the instructions issued by the Agricultural Marketing Adviser to the Govt. of India or an Officer authorised by him in this regard for grading & marking of the said commodity and agree to abide by them.

The requisite particulars are furnished herewith in the prescribed proforma and the requisite documents are enclosed.

Yours faithfully,

Place:
Date:

(Signature of the applicant)
Designation:
for M/s _____

ACKNOWLEDGEMENT SLIP

Received the application dated _____ of M/s _____ alongwith the enclosures and D.D. No. _____ dated _____ for Rs. _____ for grant of Certificate of Authorisation for Grading & Marking of _____ under Agmark for export grading.

(Office Seal with Signature)

PARTICULARS TO BE FURNISHED WITH THE APPLICATION FOR CERTIFICATE OF AUTHORISATION

1. Name and full postal address of the party.
2. Name(s) of the commodity proposed to be graded.
3. Status of the firm, i.e., Proprietary/Partnership/
Pvt. Ltd./Public Ltd./Regd. Society/Public Undertaking

etc. (copy of the relevant document be enclosed).

4. Period for which the applicant has been in the business.
 5. Name(s) and address of two representatives of the firm who will attend the grading work and correspond in the matter (specimen signatures to be furnished separately).
 6.
 - *(a) RBI Code No., if any
 - *(b) Import Export Code No. (issued by DGFT)
 - (c) Membership of the Commodity Boards (APEDA, etc.), if any
 7. ST/CST No., if allotted.
 8. Full address of the premises where grading and marking will be carried out.
 9. Status of the said premises owner/lessee
(strike out whichever is not applicable).
 - *10. Details of the machinery/packing machines/cold storage etc. available in the plant/premises with their capacity.

Name of the Machinery	Nos.	Capacity
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 11. Any other information relevant to grading of the commodity.
 12. Trade name, if any.

(Signature of the applicant/ authorized person)
- Place: Designation
Date: for M/s

* Not required in case of APEDA recognized pack houses.

Annexure - A

List of the documents to be furnished along with the application for grant of C.A. for export grading

1. Application for grant of CA in the prescribed **Proforma-I**.
2. Signatures of authorized persons of the firm on the letter pad.
- *3. Copy of the proprietorship declaration/partnership deed/ memorandum and articles of association/bye-laws of society etc.
- *4. Blue print or neatly drawn sketch of the premises showing all dimensions duly signed by the authorized person of the firm.

5. Medical fitness certificates issued by the Registered Medical Practitioner certifying that the workers engaged in the handling of the product in various operations, are free from any communicable and contagious diseases.

*6. Copy of import export code No. issued by DGFT.

7. Copy of APEDA registration, if registered.

Note : (i) Photocopies of all documents should be signed and stamped by authorized person of the firm.

(ii) Three sets of the documents are to be submitted to the concerned office of the Directorate.

*Not applicable in case of APEDA recognized pack houses.

Minimum requirements in the premises for grading of fruits & vegetables

1. Premises should be clean and in hygienic condition.
2. Surroundings of the premises should be clean.
3. It should not be situated near tanneries, chemical plants, fertilizer plants etc.
4. Walls of the premises should be properly plastered and free from crevices, holes, dampness etc. Thatched roof is not advisable.
5. Premises should be pest, insect and rodent proof.
6. Premises should be free from cobwebs and spiders.
7. Premises should have proper drainage system.
8. Premises should have facilities for testing of TSS, Sugar-Acid ratio, etc. The typical needs of chemicals, apparatus, etc., are given in **Appendix – (iii)**.
9. Premises should have arrangements for disposal of rejected, rotten, waste of horticulture produce.

Annexure – C

To,
(Name of the approved laboratory)

Subject : Request for grant of Certificate of Agmark Grading (CAG) for _____ consignment
of grapes for export.

Sir,

1. I/We hold Certificate of Authorization No. _____ valid up to _____ for
grading and marking of fruit and vegetables for exports.

2 I/We intend to export grapes to _____ (destination). Details of the
consignment are as follows :

a) Laboratory test details for pesticide residues.

Name of the Laboratory _____ Farm Registration No. _____ Test Report No. _____

b) Packaging details.

Commodity	No. of Boxes (in each box)	Qty.	Total Qty. (in MTs)	FOB value (in Rs.)
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3. I/We intend to get the inspection and grading done through your approved laboratory.

The above mentioned consignment may be inspected at

(a) our approved premises at _____.

OR (b) airport/seaport at _____.

4. Demand Draft for Rs. _____ towards grading charges is sent separately.

(5) I/We, propose to effect export of grapes referred to above to _____
(destination) and these have been processed and packed under my supervision in the pack
house referred to in item (1) above.

(6) I/We, further certify that the grapes referred to above are contained in _____
number of boxes/cartons and that the laboratory analysis report establishes that grapes do not
contain pesticide residues exceeding the MRLs with respect to the destination.

7. It is requested that the CAG may be issued.

Dated : _____

Yours faithfully,

(_____)
for M/s. _____

Note – To be e-mailed to the approved laboratory and concerned office of DMI.

SAMPLING PLAN

No. of cartons in the lot -----	Minimum No. of cartons to be sampled. -----
Up to 100	5
101 to 300	7
301 to 500	9
501 to 1000	12
1001 and above	1 % of the cartons (Min 15)

List of offices of the Directorate of Marketing & Inspection

MAHARASHTRA

1. MUMBAI :

Shri C.M. Tabhane, Asstt. A.M.A.
Directorate of Marketing & Inspection
New CGO, Building IIIrd Floor
New Marine Lines Mumbai- 400020.
Telephone No. - 22036801(Direct), 22032699
Fax No.- 22091103
E-mail - dmiromah@nic.in

2. NASIK :

Shri P. Babbanwar Marketing Officer
Directorate of Marketing & Inspection
New Kamal Niwas,
Behind Hotel Vasco Tourist Nasik Road - 422101
Telephone No.- 2465437 Fax No.- No fax
E-mail - dmimh05@nic.in

3. SANGLI :

Shri Shiv Kumar, Marketing Officer
Directorate of Marketing & Inspection
APMC Seva Grah Market Yard, Sangli
Telephone No. - 2670629
Fax No.- No fax
E-mail - dmimh04@nic.in

4. PUNE :

Shri M. Jawahar, Marketing Officer
Directorate of Marketing & Inspection
Graders Training Centre, Beej Bhavan,
MarketYard Pune-411007.
Telephone No. - 24268598 Fax No. - No fax
E-mail - dmimh07@nic.in

ANDHRA PRADESH

1. HYDERABAD :

Shri Y Malleshwara Rao
Directorate of Marketing & Inspection
Kendriya Sadan
Block-1, Sultan Bazar, Hyderabad
Telephone No. - 040- 24657446
Fax No. - 040-24731636
E-mail : - dmihyd@ap.nic.in

KARNATAKA

1. BANGALORE :

Dr.(Mrs) Sajni Kumar, Asstt. AMA
Directorate of Marketing & Inspection
APMC Market yard MG Complex,
Yashwant Pur, Bangalore-560022
Telephone No. - 080-23472924
Fax No.- 080-23473004
E-mail - bngdmi@kar.nic.in; dmimh05@nic.in

Appendix – (ii)**List of DMI approved laboratories.**

Laboratories approved for the grading and marking of fruits and vegetables for export.

Sl. No	Name of the laboratory	Approval valid upto
1.	Geo-Chem Lab Pvt. Ltd., 36, Raja Industrial Estate, 1 st Floor, Purushottam Kheraj Marg, Mulund (West), Mumbai – 400 080.	31.12.2010
2.	Insecticide Residue Testing Laboratory Krishibhavan, Shivajinagar, Pune – 411005.	31.12.2010
3.	Pesticide Residue Analysis Laboratory National Horticultural Researches and Development Foundation (NHRDF), P.B. No. 61, Kanada Batata Bhavan, 2954-E, New Mumbai Agra Road, Nasik – 422 011.	31.12.2010.
4.	Reliable Analytical Laboratory A-1, 5 Acres, Kothari Compound Tiku – ji – ni Wadi Road Manpada, Thane (W) – 400 607	31.12.2010
5.	Vimta Labs Ltd., Plot No.5, SP Bio-tech Park, Genome Valley, Shamirpet(M), Hyderabad-500078.	31.12.2010
6.	SGS India Ltd., 1/509 A, Old Mahabalipuram Road, Opp. Govt. High School, Thoraipakkam, Chennai – 600 085.	31.12.2010
7.	Shriram Institute for Industrial Research Plot 14 & 15, Sadarmangla Industrial Area, White Field Road, Bangalore – 560 048.	31.12.2010
8.	Vimta Specialities Ltd., Plot No.2, S.P. Biotech Park, Genome Valley, Shamirpet Mandal, Hyderabad – 500078.	31.12.2010
9.	Interfield Laboratories, XIII/1208A, Interprint House, Kochi – 682005.	31.12.2010
10.	M/s T.A. Labs Pvt. Ltd., No. 17, New Street, Kottur, Chennai – 600085.	31.12.2010
11.	Delhi Test House, A-62/3, G.T. Karnal Road, Indl. Area, Opp. Hans Cinema, Azadpur, Delhi – 110033.	31.12.2010
12.	M/s ARBRO Pharmaceuticals Ltd., 4/9, Kirti Nagar Industrial Area, New Delhi- 110015.	23.11.2010

Appendix – (iii)**Chemicals, apparatus etc. required for evaluating Total Soluble Solids and sugar/acid ratio in grapes**

1. To obtain juice from grapes	(i) Muslin cloth. (ii) Convenient receptacle (iii) Suitable juice press.
2. Determination of the Total Soluble Solids	(i) A calibrated refractometer Or A Brix hydrometer of suitable range, calibrated in tenths of a percentage and standardized at 20 ⁰ C. (ii) Thermometer of 0 ⁰ to 50 ⁰ C.
3. Determination of acid content	(i) 20 ml pipette (ii) 50 ml burette (iii) 250 ml conical flask (iv) 250 ml beaker (v) Suitable bottles with labels to store sodium hydroxide, sulphuric acid, phenolphthalein, sodium carbonate, distilled water, etc. (vi) Sodium hydroxide, A.R. (250 gms) for making 0.1333 N solution. (vii) Sulfuric acid - sp. gr. 1.84 - A.R. 98% pure (500 ml) for making 0.1333 N solution. (viii) Phenolphthalein in ethyl alcohol, 0.4% (minimum size pack). (ix) Sodium carbonate 0.1 N (1 litre standard solution). (x) Distilled water.

INSPECTION REPORT FOR GRAPES.

1. Name of the commodity : _____.
2. Name of the authorized packer : _____.
3. Address of the pack house : _____.
4. Lot No./Batch No. : _____ 5. Shipping mark, (if any) : _____.
6. No. of Boxes X Qty. in each box = total quantity.
- _____

Quality parameters.

7. Cleanliness : _____ 8. Soundness : _____ 9. Foreign matter _____.
10. Pests : _____ 11. General appearance _____.
12. Damage caused by pests or disease : _____.
13. Abnormal external moisture : _____.
14. Foreign smell/taste : _____.
15. Damages caused by high/low temperature : _____.
16. Visible traces of moulds : _____.
17. Condition of the berries : _____.
18. Berri size (if applicable) : _____.
19. Total Soluble Solids : _____.
20. Sugar/acid ratio : _____.
21. Defects in shape : _____.
22. Defects in colour : _____.
23. Defects in skin by sun scorch : _____.
24. Bruising : _____.
25. Skin defects : _____.
26. Size (weight of the bunch in grams) : _____.
27. Percentage Grade Tolerances : _____.
28. Remarks (if any) : _____.
29. Grade assigned : _____.

Recommended /not Recommended for issue of Certificate of Agmark Grading.

Dated : _____

(Signature)
Name of the approved chemist and the laboratory