

**Guidelines for Approval of Laboratories for matters relating to
Organic Certification and the Grading & Marking of
Agricultural Commodities for Exports.
(Issued as per provisions in Rule 8 & 9 of
General Grading & Marking Rules, 1988)**

1. Eligibility

1.1 The laboratory should be accredited with NABL as per ISO 17025 for the estimation of food safety parameters viz residues of pesticides, heavy metals etc.

1.2 The laboratory should also be adequately equipped for estimating various quality parameters prescribed in specific Commodity Grading & Marking Rules.

1.3 The Chemists appointed by the laboratory, who shall undertake grading & marking, should be at least graduates with Botany, Chemistry, Agriculture, Horticulture or any related subject as one of the main subject at graduation level.

1.4 The responsible persons of the laboratory including the chemists should be well versed with provisions in Agricultural Produce (Grading & Marking) Act, 1937, General Grading & Marking Rules, 1988 and various Commodity Grading & Marking Rules and instructions issued on the subject from time to time.

2. Method of filing application.

2.1 The laboratories desirous of getting approval for matters relating to Organic Certification and the Grading & Marking of Agricultural Commodities for Exports shall apply to the concerned Regional Office of DMI in the prescribed proforma (Annexure 'A') along with particulars in Appendix I, II and III along with documents prescribed in Annexure A-I and demand draft for Rs. 2000/- towards the processing fee.

3. Method of processing application.

3.1 The application for approval of the laboratory will be processed in the concerned Regional Office of the DMI. The laboratory and its chemists will be assessed for suitability to undertake estimation of food safety parameters viz. residues of pesticides, heavy metals, etc. matters relating to Organic Certification and other requirements in specific Commodity Grading & Marking Rules.

3.2 The assessment team for approval of the laboratory shall consist of the Head of the Regional Office of DMI, a Chemist of the Regional Laboratory of DMI and a representative from Head Office, Faridabad,

3.3 The assessment team will assess the capacity and competence of the laboratory and its chemists for estimation of food safety parameters viz. residues of pesticides, heavy metals, etc., matters relating to Organic Certification and other requirements in specific Commodity Grading & Marking Rules and fill up the prescribed Assessment Report (Annexure-B).

3.4 Concerned Office of DMI will send one complete set of documents for approval of laboratory alongwith the Assessment Report in the format prescribed at Annexure-B to Head office for seeking approval of the Agricultural Marketing Adviser within four weeks of the date of the receipt of the application complete in all respects.

3.5 Before approving the laboratory and the Chemists working therewith, the Agricultural Marketing Adviser may cause any other assessment to be made or expert opinions to be taken in the matter, if required.

4. Procedure for conveying approval.

4.1 Approval of Agricultural Marketing Advisor will be conveyed to the concerned laboratory under intimation to all the Regional Offices/Sub Offices of DMI. Approval will be valid for two years.

5. Maintenance of records.

5.1 The laboratory shall maintain proper records of matters relating to Organic Certification, consignments inspected and graded by them including records of residue analysis report of pesticides and heavy metals, Inspection Report of grading and Certificate of Agmark Grading issued.

6. Procedure for withdrawal of approval.

6.1 The approval granted to the laboratory may be withdrawn by the Agricultural Marketing Adviser, if there are sufficient reasons to believe that the grading and marking is not correctly done or that the rules and instructions issued thereof are not followed. An opportunity shall be given to the laboratory in such cases to show cause why the approval should not be withdrawn.

Annexure 'A'

**Application Form for approval of State Grading Laboratory/ Cooperative/
Association/ Private Commercial Laboratory for matters relating to Organic
Certification and the Grading & Marking of Agricultural Commodities for
Exports.**

To,
The Dy. Agricultural Marketing Adviser,

_____.

Dated : _____

Sir,

1. I/we _____ seek approval of our laboratory to undertake grading and marking of agricultural commodities for exports and matters relating to Organic Certification in accordance with the provisions of Agricultural Produce (Grading & Marking) Act, 1937 and Rules made there under.

2. I/we have carefully gone through the provisions of the Agricultural Produce (Grading & Marking) Act, 1937, General Grading & Marking Rules, 1988, Commodity Grading and Marking Rules, and the instructions issued on the subject and hereby agree to abide by them as well as those which may thereafter be issued in this regard.

3. I/we furnish herewith the requisite particulars in the prescribed proforma and also submit necessary documents as per the list given.

4. I/we hereby declare that the information furnished therein is true and correct and the changes, if any, will be reported to the Directorate immediately

5. A Demand Draft No. _____ dated _____ for Rs. 2000/- towards fee for processing of the case is enclosed herewith.

Place :

Dated :

Yours faithfully,

Signatures of the authorized person

Name : _____

Status : _____

Annexure A-I

List of documents to accompany Application Form for approval of State Grading Laboratory/ Cooperative/ Association/ Private Commercial Laboratory for matters relating to Organic Certification and the Grading & Marking of Agricultural Commodities for Exports.

- i) Application in prescribed proforma (Annexure'A') alongwith details in Appendix I, II and III.
- ii) Self attested copy of relevant document pertaining to status of the laboratory viz. Proprietorship/ Partnership/ Cooperative/Private/ Ltd.
- iii) Self attested copy of relevant document pertaining to premises viz. own/rented/leased.
- iv) Self attested copy of the sketch of the premises.
- v) Self attested copy of document showing NABL accreditation with scope.
- vi) List of equipment, chemicals/apparatus available in the laboratory for the estimation of food safety parameters viz. residues of pesticides, heavy metals, etc. and various quality parameters duly signed by the authorized person of the laboratory.
- vii) Details of professionally qualified Chemists in Appendix III including self attested copy of appointment letter of the chemists, their degree certificate indicating the subjects studied at the graduation level, two photographs and their specimen signatures. The chemists should be atleast graduate with Botany, Chemistry, Agriculture, Horticulture or any related subject as one of the main subjects at graduation level.
- viii) Demand Draft for Rs. 2000/- .towards the processing fee.

Appendix - II

Equipment Details

Sl. No.	Name of equipments alongwith detectors & date of purchase	Model	Range & accuracy	Date of last calibration	Due date of next calibration

Details of Professionally Qualified Chemists

Sl. No.	Name	Designation	Academic & professional qualification	Experience

Annexure 'B'

Assessment Report of Laboratories seeking approval for matters relating to Organic Certification and the Grading & Marking of Agricultural Commodities for Exports.

1. Laboratory details

1.1 Name of the Laboratory :

1.2 Address :

1.3 Name of the Chief Executive of the Laboratory :

1.4 Legal status of the laboratory :

1.5 Date of establishment of the laboratory :

1.6 Is the laboratory accredited with NABL :

1.7 Date on which laboratory has been accredited with NABL and its validity period :

1.8 Mention groups/tests for which accredited to NABL :

1.9 Whether laboratory equipped to carry out analysis of food safety and quality parameters. :

2. Manpower Competence

2.1 No. of qualified chemists in the laboratory :
(give details viz. name, qualifications, etc.)

2.2 Whether chemists are capable to attend to :
estimation of food safety parameters viz.
residues of pesticides, heavy metals, etc. and
estimation of quality parameters.

3. Conclusion and Recommendations. :

4. Date of Inspection :

1. Signature : _____

Name of the Team Member : _____

Designation & Organisation : _____

2. Signature : _____

Name of the Team Member : _____

Designation & Organisation : _____

3. Signature : _____

Name of the Team Member : _____

Designation & Organisation : _____