

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

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, authorised 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. For the grape season of 2008, the FOB value has been fixed at Rs. \_\_\_\_\_ 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<sup>0</sup>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. Authorised 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,

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

Place:  
Date:

**ACKNOWLEDGEMENT SLIP**

Received the application dated \_\_\_\_\_ of M/s \_\_\_\_\_ along with 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)  
Designation  
for M/s

Place :

Date :

\* 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.

## Annexure - B

### 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.
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**b) Packaging details.**

Commodity	No. of Boxes Qty. (in each box)	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.

Yours faithfully,

Dated : \_\_\_\_\_

( \_\_\_\_\_ )  
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 50	2
51 to 100	3
101 to 200	6
201 to 500	12
501 to 1000	25
1001 and above	1 % of the cartons

**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 V. N. Pawar,  
Sr. 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 :  
Smt. Surinder Kaur,  
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 E. Mohan Naidu,  
Asstt. AMA  
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 APEDA accredited DMI approved laboratories\_**

<b>Sl. No.</b>	<b>Name and Address</b>
1.	Reliable Analytical Laboratories, A-1, 5 Acre, Kothari Compound Tikujiniwadi Road Near Sahyog Complex Manpada, Thane (W) - 400 607. Tel: 022-25899490, 25899491 Fax:022-25899492 E-mail : <a href="mailto:reliablelabs@vsnl.net">reliablelabs@vsnl.net</a> <a href="mailto:reliablelabs@hotmail.com">reliablelabs@hotmail.com</a>
2.	Geo-Chem Laboratories Pvt. Ltd., 26/27/28/34, Raja Industrial Estate, 1 <sup>st</sup> Floor, Purushottam Kheraj Marg, Mulund (West), Mumbai – 400 080. Tel: 022-55974999; Fax:022-55974616 E-mail: <a href="mailto:neel@geochemgroup.com">neel@geochemgroup.com</a>
3.	Insecticide Residue Testing Laboratory Krishibhavan Shivajinagar Pune- 411 005 Tel : 020-5534348, 25281186 Fax : 020-25537695, 26131064 E-mail : <a href="mailto:drabhay@satyam.net.in">drabhay@satyam.net.in</a>
4.	M/s. Vimta Labs Ltd., 142, IDA, Phase – II, Cherlapally, Hyderabad – 500 051. Tel: 040-27264141; Fax: 040-27263657 E-mail: <a href="mailto:vimtahq@vimta.com">vimtahq@vimta.com</a>
5.	Pesticides Residue Analysis Laboratory, NHRDF, 2954-E, Kanda Batata Bahavan, New Mumbai Agra Road, Nasik - 422011.
6.	Shriram Scientific & Industrial Research, Plot No. 14-15, Sadarmangala Industrial Area, White Field Road, Bangalore – 560048.
7.	SGS India Limited, (Approval is under suspension), 21, New Street, Kottur Chennai – 600085 Tel : 044 55850436/24470184 Fax : 044 24470317 E-mail : <a href="mailto:mariappan_meena@sgs.com">mariappan_meena@sgs.com</a>

**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 <b>or</b> A Brix hydrometer of suitable range, calibrated in tenths of a percentage and standardized at 20 <sup>0</sup> C.  (ii) Thermometer of 0 <sup>0</sup> to 50 <sup>0</sup> 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.

( Signature )  
Name of the approved chemist  
and the laboratory

Dated : \_\_\_\_\_