



# புதுச்சேரி மாநில அரசிதழ்

## La Gazette de L'État de Poudouchéry The Gazette of Puducherry

### PART - I

சிறப்பு வெளியீடு

EXTRAORDINAIRE

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அதிகாரம் பெற்ற  
வெளியீடு

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No.		Puducherry	Tuesday	29th	August	2017

GOVERNMENT OF PUDUCHERRY  
CHIEF SECRETARIAT (AGRICULTURE AND FORESTS)  
(G.O. Ms. No. 14/Ag., Puducherry, dated 24th August 2017)

#### NOTIFICATION

Whereas, the e-District project sponsored by the Department of Electronics and Information Technology, Ministry of Communication and Information Technology, Government of India, New Delhi, is being implemented in the Union territory of Puducherry, by the Department of Information Technology, Puducherry, for the purpose of Online delivery of Government to Citizen services to the stakeholders in an efficient, swift and transparent manner.

And whereas, the Department of Agriculture, Puducherry has identified certain services like Digitization of all farm holdings and Issue of Smart Farmers Identity Card to Farmers; Issue of electronic permits for inputs; Back ended subsidies in Agriculture; Horticulture; Agricultural engineering; Irrigation and Digitization of membership of Puducherry Agricultural Workers Welfare Society and issue of Identity Card/Assistance to Agricultural labourers.

And whereas, the services identified require Business Process Re-engineering (BPR), so that the mode of delivery is compatible with the e-District Application (e-District Application) platform to be developed and also facilitates both horizontal and vertical integration of data, both within the Department and between the Departments, leading to the objective of implementation of the project.

And whereas, digitization of all the farm holdings in the Union territory of Puducherry has become imperative and it is going to serve as a platform to run the other services. For the purpose of digitization of farm holdings and issue of Smart Farmer Identity Cards, fresh enumeration of data on farm holdings are to be carried incorporating the personal profile of the beneficiaries such as name; extent of land; location of land *etc.*, and further, as done by the Government of India in all the Central subsidies the Aadhaar number of the beneficiaries are also to be seeded. Procedures for the issue of Smart Farmer Identity Card also stand streamlined within the legal framework so as to protect the interest of the genuine cultivators as well as the interests of the Government.

And whereas, the Department of Agriculture, Puducherry is committed for strict enforcement incorporating guidelines on the mode of collection of data for the digitization of records; operation of the services; time frame in availing the services by the stakeholders; time frame in the delivery of services by the Officials; duties and responsibility assigned to Officials at all levels; fixation of responsibility in the cases of non-adherence to procedures; implementation, monitoring the services and periodical reviews.

2. Accordingly, the Lieutenant-Governor is pleased to approve the proposal of the Department of Agriculture, Puducherry for the implementation of the Online services in the Union territory of Puducherry and for the said purpose hereby notifies the "Guidelines for the issue of Smart Cards to Farmers and delivery of other subsidized services under the e-District project", as detailed in the annexure appended to this notification.

3. This issues with the approval of the Finance Department *vide* their I.D. No. 1334/F5/A3, dated 3-6-2016.

(By order of the Lieutenant-Governor)

**N. GANDHIRAJAN,**  
Under Secretary to Government  
(Agriculture and Forests).

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#### ANNEXURE – I

#### **Guidelines for the Issue of Smart Farmers Identity Card and Delivery of Services under the e-District Project**

1. The Additional Director of Agriculture (T&V), Puducherry; the Additional Director of Agriculture, Karaikal, Deputy Director of Agriculture, Yanam and Deputy Director of Agriculture, Mahe would be the competent registering authorities for the issue of Smart Farmers Identity Cards in the regions of Puducherry, Karaikal, Yanam and Mahe respectively, on the recommendations of the jurisdictional officials.

2. Issue of Smart Farmers Identity Card to the beneficiaries is compulsory to deliver any scheme of the Department of Agriculture, Puducherry.

3. The application for the registration towards the issue of Smart farmer Identity Card shall be submitted by the beneficiaries concerned, duly filled in, as prescribed at Annexure-II.

4. The Smart Farmers Identity Card shall be issued to only cultivators with permanent land holdings; cultivators professing farming by through registered lease and cultivators professing farming in lands of religious institutions.

5. The Smart Farmers Identity Card issuing authorities shall ensure that the beneficiaries submit the following documents for the purpose of obtaining a Smart Farmers Identity Card.

(a) A recent passport size photo (with white or any light background).

(b) Self-Attested copy of land document.

(c) Self-Attested copy of the Adangal issued by the Department of Revenue and Disaster Management, Puducherry.

(d) A Notary affidavit, conveying the consent of all the immediate family members, if the land chosen for farming is a joint property.

(e) Self-Attested copy of the letter of consent from the competent authority of the religious institution from which the land was leased for farming as prescribed in the SFIC registration form.

(f) Self-Attested copy of the lease deed - if not registered, the lease agreement shall be entered in a stamp paper of value ₹ 25 for a period less than one year and renewable every term till the lease is in force and shall be Notarized; if registered shall be under section 7 of the Pondicherry Cultivating Tenant Act 1970. The Smart Farmers Identity Card number, if any, had already been issued in the name of the leaser, the number may be mentioned in the lease deed. The clause of registration is not applicable for cases where ownership of land is mandatory to avail the subsidy.

(g) Self-Attested copy of the FMB of the Department of Survey and Land Records, Puducherry.

(h) Self-Attested site map for the purpose of easy identification of the land.

(i) Self-Attested copy of Aadhaar Card (if not in possession, the beneficiaries shall apply for an Aadhaar through any one of the Permanent Enrolment Centres and furnish the enrolment registration number), (wherever copies are submitted, the original, shall be produced on demand, for verification).

6. The clauses 5 (a), (b), (c), (d), (g), (h) and (i) are applicable for cultivators with permanent land holdings; clauses 5 (a), (c), (f), (g), (h) and (i) are applicable for lessee cultivators; clauses 5 (a), (e), (g), (h) and (i) are applicable for cultivators professing farming in the lands of religious institutions.

7. If, any land owner alienates his land by way of lease or sale to any third party for farming or other purposes, the Smart Farmers Identity Card of the original owner shall stand suspended either partly or fully as the case may be.

8. The documents submitted by the beneficiaries for registration towards Smart Farmers Identity Card shall be subject to scrutiny by the Competent Authority or any authority assigned by him, not less than the rank of an Agricultural Officer.

9. The competent authority reserves the right to refer the documents submitted by the applicants to the authorities concerned, for verifying its authenticity, if deemed necessary.

10. If, a beneficiary registering for the issue of Smart Farmer Identity Card holds parcels of land in different regions of this Union Territory, he/she shall be entitled for only one Smart Farmer Identity Card, integrating all the parcels of land under farming by him/her. Further, the ownership being the same individual, the cumulative area registered for farming shall alone be taken into consideration for the purpose of deciding the status of the individual concerned, as small/marginal/big farmer.

11. The validity of the Smart Farmers Identity Card issued for a cultivator with permanent land holdings shall be for a period of five years, from the date of issue, after which, Identity Card is to be renewed and the onus of such renewal lies on the beneficiary.

12. The validity of Smart Farmers Identity Card issued to a cultivator professing farming through lease, if registered, shall be for a period of two years or the period of lease, whichever is higher, from the date of issue and if not registered, the validity shall be for the period of lease. In both the cases, the Identity Card is to be renewed on expiry of lease and the onus of such renewal lies on the beneficiary.

13. In cases, where a beneficiary hold both own and leased lands, though only a single Smart Farmer Identity Card would be issued as prescribed at clause 10 above, the inputs/cash benefits/relief issued would be subject to the corresponding validity of such holdings as prescribed at clauses 11 and 12 above.

14. If, the Smart Farmers Identity Card is renewed before the expiry of its validity, it would be deemed as continuous and if the renewal is after its expiry, such renewal would only be prospective from the date of renewal.

15. Failure to renew the Smart Farmers Identity Card would automatically result in lapse of the validity of the Smart Farmer Identity Card and the beneficiary shall not have any entitlement to secure assistance in any form, from the Department till the Smart Farmer Identity Card is renewed.

16. It shall be the responsibility of all the Head of Offices to ensure that except informational services, any other services involving financial implications are not delivered to any beneficiary without a Smart Farmers Identity Card, unless and otherwise expressly exempted/relaxed on any grounds for such services. The authority for such exemptions/relaxations shall vest with the Head of Department and further such exemptions/relaxations shall always be expressly recorded by way of a proceeding, by the Head of Department after a proper inquiry with both the respective registering authority and the individual(s) concerned. Further, it shall be the duty of the registering authorities concerned to ensure that copy of such proceedings are communicated to the Web Board of the Department for hosting. The relaxations/exemptions granted by the Head of Department shall be subject to the ratification of the Secretary to Government (Agriculture). It shall be the duty of the registering authority concerned to submit such proposals to the Secretary to Government (Agriculture).

17. If, any services are delivered to any beneficiary without a Smart Farmer Identity Card, all Officials concerned would be considered to be equally responsible for the deviation.

18. Normally, in all the services related to back ended subsidies in agriculture and horticulture, registration of the crops grown by the beneficiary, within thirty days from the date of sowing/transplanting, as the case may be, is mandatory to avail the subsidy. In case if the time of registration exceeds thirty days but not exceed sixty days, the Deputy Director of Agriculture concerned shall be the competent authority to approve the registration. If the time of registration exceeds sixty days but before harvest, the Head of Department shall be the Competent Authority to approve such registration. In case of lease, usually at the time of such registration for subsidy, the term of lease shall cover the duration of the crop and it shall be the duty of the beneficiary to ensure continuation of the lease to avail the subsidy.

19. For all back ended subsidies related to agriculture and horticulture sectors, if the harvest is completed by the beneficiary, without registration of the crops cultivated with the Office concerned, he/she shall not have any claim on the back ended subsidy, under whatsoever circumstances.

20. The area taken into consideration as registered sown/cultivated area for any beneficiary shall be restricted to the area on pure/main crop alone. The area on intercrop/bund crop shall stand subsumed under the total area registered but shall be considered separately for the issue of agricultural inputs/back-ended subsidies.

21. Inspections of the details registered for all the back ended subsidies shall be the responsibility of the Agricultural Officers/Agricultural Officers (Engineering) concerned and the field staff attached to the Official concerned shall be deployed for such verifications.

22. GPS enabled computation of extent of registration of crops cultivated is allowed and the beneficiary shall not have any claim on the mode of computation of extent for the purpose of back ended subsidy.

23. The messages generated in the course of delivery of services through the e-District Application shall be valid for all purposes in respect of its authenticity.

24. The details secured by any beneficiary on his transactions or on the transactions of other beneficiaries through Common Service Centers or Web enabled downloads shall be treated as authentic for all purposes.

25. Violations in the adherence to the procedures prescribed herein would result in automatic forfeiture of the benefits obtained by the beneficiary, including recovering of costs from the beneficiary, as well as initiation of proceedings on both the beneficiary and all the Officials concerned, under the appropriate provisions of law.

26. As separate login credentials are given to all Official users, to operate the services under the e-District Project, it shall be their duty to safe guard their pass words and are advised not to encourage others to operate the system with their login credentials and in case of any issues arising out of that, only the accredited Official users would be held responsible. Further, it shall be the duty of the Officials concerned to stick on to the time-limits to be embedded in the e-District Application for delivery of services.

27. These guidelines shall be read along with the qualifications prescribed independently for each scheme and any such mode of operation of the schemes shall not disturb the fundamental guidelines prescribed herein and shall always be complementary in nature. To suit the delivery of services through e-District Application, necessary Business Process Re-Engineering shall be carried out, in a manner deemed fit.

28. The Heads of Offices shall monitor the implementation of these guidelines and ensure its strict compliance.

29. In general, the Smart Farmers Identity Card issued to the beneficiaries is only to deliver agricultural services in a transparent and accountable manner. For lessees mere possession of the Smart Farmers Identity Card would not be deemed to confer any rights in whatsoever manner on the beneficiary over the parcel of land in which the farming is carried out and for which the services were delivered.

30. The inputs/cash benefits extended by the Department in all the services shall be only to the Smart Farmers Identity Card holders.

31. It shall be the duty of the beneficiary concerned to intimate to the Registering authority concerned on any loss or damage, either partly or fully, which renders useless the electronic operation of the card and he/she be entitled for the issue of a Duplicate Smart farmer Identity Card, subject to a penal payment of ₹ 50 (rupees fifty only).

32. The Smart Farmer Identity Card holder shall nominate an individual, in the format prescribed in the SFIC Registration Form to receive his agricultural inputs/cash benefits/relief in the event of an untimely demise before the completion of the cropping season. Such nominations are revocable/transferable, at the express communication of the Smart Farmer Identity Card holder to the Registering authority concerned, during the currency of the validity of the Smart Farmer Identity Card holder.

33. The nominee shall submit a separate application as per the procedures prescribed herein and the Smart Farmer Identity Card would be transferred to his name till the currency of the validity for the remaining period.

34. The Department with the approval of Competent Authority reserves the right to amend the instant guidelines, either fully or partially, without any intimation to the Smart Farmers Identity Card holder (s).

35. The applicability of the guidelines notified herein, shall be restricted only to the schemes directly operated by the Department of Agriculture, under the funds received from the Government of Puducherry/Government of India and shall not be enforceable for the schemes operated by any other independent Authorities/Societies, unless and otherwise specified.

36. The Head of Department shall be vested with the authority to redress any grievances addressed by the Smart Farmer Identity Card holders on the issue of Smart Farmers Identity Card or delivery of services. Such redress shall be within the scope of the guidelines and further expressly recorded by way of a proceeding, by the Head of Department after a proper inquiry with both the respective registering authority and the individual(s) concerned. Further, it shall be the duty of the registering authorities concerned to ensure that copy of such proceedings are communicated to the Web Board of the Department for hosting.

37. In case of any dispute in the operation of the scheme or on the interpretation of the procedures prescribed herein or on the relaxations/exemptions/redress of the Head of Department, the decision of the Secretary to Government (Agriculture), Puducherry shall be final and binding.

38. It shall be the duty of all the Officials concerned to ensure that the beneficiaries are educated on the guidelines prescribed herein as well as the mode of delivery of services and its attendant requirements.

39. The guidelines prescribed herein shall remain in force, unless and otherwise, expressly reviewed/repealed.

40. The implementation of all the services under the e-District Project shall compulsorily become online as and when intimated/notified by the Information Technology Department, Puducherry.

41. The guidelines prescribed herein shall be prospective and come into immediate effect thereafter.

ANNEXURE – I

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF AGRICULTURE  
REGISTRATION FORM FOR SMART FARMERS  
IDENTITY CARD

Recent Passport of the applicant
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Date of issue :

Date of submission :

**I. Personal Profile:**

1. Name of the applicant : Thiru/Tmt.
2. Name of the Father/Husband : Thiru/Tmt.
3. Sex : Male/Female
4. Status : Married/Single
5. Present address :
  - 5.1 Permanent address :
  - 5.2 Address preferred for Official communication, if any. : Present/Permanent
6. Date of birth : Year    Month    Date
7. Age : ..... years (completed)
8. If, date of birth not known correctly, state your age. : ..... years
9. Caste : SC/ST/BC/OBC/MBC/Others
10. Category : Marginal/Small/Big  
(0 – 1.0 ha/1.0 – 2.0 ha/more than 2.0 ha)
11. Educational Qualification : Uneducated/Primary/High School/  
Higher Secondary/Diploma/Graduate/  
Postgraduate/Doctorate

12. Name of the Revenue Village in which :  
agriculture/horticulture is practiced.
13. Name of the Hamlet within the :  
Revenue Village.
14. Name of the Municipality/Commune :
15. Name of the Assembly Constituency :
16. Jurisdiction of Uzhavar Udhaviyagam : (list of Uzhavar Udhaviyagams)
17. EPIC No. :
18. Aadhaar No. :
19. Mobile number registered in the name :  
of the applicant/family member.
- 19.1 If, the mobile number of a family : Father/Mother/Husband/Wife/Son/  
member is given, state the Daughter/Others  
relationship.
20. Would you like to receive information : Yes/No  
on the delivery of agricultural  
services through SMS through the  
mobile number registered.

## II. Cropping Profile:

Sl.No.	R.S. No.	Sub-division No.	Region	Revenue Village	Hamlet	Own
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Lease	Uzhavar Udhaviyagam	Commune	Assembly segment	Crop(s) (pure/main crops and bund/ inter-crops)	Area (Ha./ Ares/ Cent.)	Soil Health Card Number
(8)	(9)	(10)	(11)	(12)	(13)	(14)

**III. Allied details:**

1. Details of allied occupation (animal husbandry and fisheries)—
  - 1.1 Milch Cows : Yes/No If Yes, ..... Nos.
  - 1.2 Draught animals Cows : Yes/No If Yes, ..... Nos.
  - 1.3 Buffaloes : Yes/No If Yes, ..... Nos.
  - 1.4 Goat : Yes/No If Yes, ..... Nos.
  - 1.5 Poultry : Yes/No If Yes, ..... birds
  - 1.6 Piggery : Yes/No If Yes, ..... Nos.
  - 1.7 Inland Fisheries : Yes/No If Yes, ..... acres
  - 1.8 Marine Fisheries : Yes/No If Yes, ..... acres
2. Details of other occupation, if any : Government service/Private firms/Own business.

**IV. Nomination details:**

1. Nomination for transferring the ownership of the Smart farmer Identity Card and to receive agricultural inputs/cash benefits/reliefs if, the applicant pre-deceases during the operation of the season or before the receipt of the benefits. : (If, the nominee is a minor, the particulars of the name of the Guardian; his/her relationship to the nominee; age; Aadhaar number and EPIC number shall be furnished).
  - (1) Name of the Nominee/Guardian :
  - (2) Relationship of the Nominee/ Guardian. : Father/Mother/Husband/Wife/Son/Daughter/Brother/Sister
  - (3) Age of the Nominee/Guardian : ..... years (should have completed eighteen years).
  - (4) Aadhaar number of the Nominee/ Guardian. :
  - (5) EPIC number of the Nominee/ Guardian. :

**V. Banking details:**

Bank details

(Any one account detail to which the applicant wish to have the cash benefits deposited).

1. Name of the Bank :
2. Branch name and address :
3. Account type : Savings/Current
4. Branch IFSC :

### Declaration and Undertaking

I ....., S/o., W/o. ...., residing at the address mentioned in the SFIC Registration Form and practising agriculture/horticulture/ Agricultural entrepreneurship in the revenue village stated in the SFIC Registration Form and applying for the issue of a Smart Farmer Identity Card, do hereby declare and accept the following conditions.

(a) I have carefully gone through the clauses of the Notification governing the Issue of Smart Farmer Identity Cards and delivery of other subsidized services, a copy of which was handed over to me and I understand that I am bound by the same.

(b) I hereby declare that the facts stated above are true to the best of my knowledge.

(c) The Smart Farmer Identity Card is being issued at my own request, in my capacity as an agriculturalist/horticulturist, only for the purpose of seeking agricultural inputs/cash benefits/relief and other assistance extended under various schemes by the Department of Agriculture, Puducherry/Government of India, for the promotion of agriculture/horticulture.

(d) Loss or damage to the Smart Farmer Identity Card on any circumstances would be bought to the notice of the authorities, without lapse of time.

(e) If, the information furnished is found to be false, I am liable for forfeiture of all the benefits received and prosecution under the relevant provisions of law.

Place :

Signature of the Applicant :

Date :

Name :

\_\_\_\_\_

(IF APPLICABLE)

### CONSENT FOR LEASING LANDS FROM RELIGIOUS INSTITUTIONS (Name and Registered Address of the Institution)

To :

The Additional Director of Agriculture, (T&V), Puducherry/  
The Additional Director of Agriculture, (T&V), Karaikal/  
The Deputy Director of Agriculture, Yanam/  
The Deputy Director of Agriculture, Mahe. (as the case may be)

Sir,

*Sub.* : Leasing of lands for the purpose of farming – Intimation – Reg.

\* \* \* \*

This is to inform that, we, (Name of the institution), having our registered Office at (address of the institution), after a careful consideration of the request of Thiru/Tmt. (Name of the applicant), residing at (address), hereby agree to permit him/her to carry out farming in (extent of area permitted to the applicant), out of the (total possession of the land of the institution), for the period, (period of permission). The details of the lease of land are as furnished below:

Sl.No.	Name of the leasee	R.S. No.	Extent (Ha./Ares/Centiares)
(1)	(2)	(3)	(4)

(if, an individual is allotted different parcels of land in different R.S. Nos. it may be indicated separately)

He/She shall be subject to the guidelines of your Department, as and when submits himself/herself for any assistance under the schemes of the Government of Puducherry/Government of India.

Place :

*Signature :*

Date :

Name of the authorized :

*Signatory :*

(Seal of the Institution)

(This may be either typed in a white paper or issued in the letter head of the institution concerned)

NOMINATION FORM FOR RECEIVING AGRICULTURAL INPUTS/  
CASH BENEFITS/RELIEF

I, (name of the applicant), S/o.; W/o. (Father/Husband name), applying for the issue of a Smart Farmer Identity Card, do hereby nominate Thiru/Tmt. (name of the nominee), to receive the agricultural inputs/cash benefits/relief, in the event of any untimely demise of myself, before the completion of the season or before the expiry of the validity of the Smart Farmer Identity Card.

The details of the nominee are as furnished hereunder.

1. Name of the nominee : Thiru/Tmt.
2. Age of the nominee : ..... years
3. Relationship of the nominee : (Father/Mother/Husband/Wife/Son/  
Daughter/Others)
4. EPIC number of the nominee :
5. Aadhaar number of the nominee :

I, further state that the nomination furnished herein has been given out of my own volition and any other individual, claiming any relationship, shall not have any claim on the nomination.

Place :

Signature of the Applicant :

Date :

Name of the Applicant :

**FOR OFFICE USE ONLY**

Inspected and forwarded	Recommended and forwarded	
<i>(Name and Signature of the field staff)</i>	<i>(Signature of the Agricultural Officer)</i>	
Recommended and forwarded	Recommended and forwarded	Approved/Not approved
Deputy Director of Agriculture	Joint Director of Agriculture	Additional Director of Agriculture/Deputy Director of Agriculture

SFIC Issued on :

SFIC Number :

(The Registering authorities concerned are authorized, to revise the instant registration form, without affecting the fundamentals, for the purpose of enlarging the scope of the additional services, if any, to be included in future or strengthening the administration of the existing services without any reference to the stake holders and under intimation to the Government.)

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