

Annexure-I

Implementation Guidelines for Integrated Fisheries Development Scheme (IFDS)

1. Financial Assistance for Integrated Fisheries Development Scheme (IFDS):

National Cooperative Development Corporation (NCDC), New Delhi has sanctioned Financial Assistance to Telangana State Fishermen Cooperative Societies Federation Ltd (TSFCOF), Hyderabad for development of Fisheries Sector in Telangana State with an outlay of Rs.1000.00 crores for the benefit of members of the Primary Fishermen Cooperative Societies (PFCSs), Fisherwomen co-operative Societies, Fishermen Marketing Societies, District Fishermen Co-operative Societies and TSFCOF in all 31 districts of Telangana State.

2. Objectives of IFDS Scheme:

The following are the main objectives with which IFD scheme shall be implemented:

- Year-round fishing activity & supply of local fish in Telangana throughout the year.
- Saturation approach in fish rearing in water bodies - Minor, Medium & Major Reservoirs.
- Diversification of fish rearing activity by introducing cage culture, pond culture & prawn culture etc.
- Every practicing Fisherman should enjoy improved livelihood & enhanced incomes.
- Sustainability of Fisheries sector through increasing production and productivity by providing backward and forward linkages and achieving self- sufficiency in production of fish seed

3. Salient features of the scheme:

- 3.1 Scheme shall be implemented by TSFCOF and connected cooperatives in coordination with Department of Fisheries.
- 3.2 The scope of the scheme is to enhance the fish production, creation of infrastructure for fish seed production, processing and marketing and to develop trained / skilled manpower.
- 3.3 The benefits can be availed as a member of the society, group of members within a society, Society or District Fisheries Cooperative Society (DFCS) depending on the component.
- 3.4 Flexibility is provided in the unit cost and design of few components based on the need (Retail Fish Markets, Landing Centers, Training Centers and Pen Culture, etc) to be undertaken on 100% grant basis.
- 3.5 In case of other activities where subsidy and beneficiary contribution are involved, the activity shall be taken up based on technical & financial viability of the proposal and the capacity of the beneficiary to bear the beneficiary contribution.

4. Administrative Set up for implementation of the scheme:

In order to implement the scheme, the following administrative set up shall be established.

4.1 Appointing the District Fisheries Officer of all the Districts as District Managers:

The District Fisheries Officers (DFO) will be appointed as District Managers to TSFCOF for implementation of the Integrated Fisheries Development Scheme(IFDS) in the District. The Department of Fisheries will provide departmental field staff to implement the scheme besides which TSFCOF shall provide one data entry operator and computer to each district. Administrative expenditure for implementation of scheme shall be met from Project funds earmarked for this purpose.

4.2 Constitution of Committees:

There will be 2 committees, one at District level and another is at State level.

4.2.1. District Level Selection Committee (DLSC):

- a) The District Level Selection Committee consists of the following members;
 1. District Collector – Chairperson
 2. Joint Collector – Vice-Chairperson
 3. District Veterinary and Animal Husbandry Officer (DVAHO) or any senior officer as nominated by District Collector
 4. President/ Person in-charge (PIC) of District Fishermen Cooperative Society (DFCS) or any Director nominated by DFCS President- Member
 5. District Manager (DM)/District Fisheries Officer (DFO)– Member Convener

- b) Roles and Responsibilities:
 1. District Manager shall receive applications from member/s of the Primary Fisheries Cooperative Society itself and DFCS for the components of IFD scheme as per eligibility.
 2. Wherever applications are received offline, the data will be entered into the e-laabh.
 3. District Manager shall scrutinize all the applications Component wise which are received at district level for eligibility.
 4. DLSC shall approve the eligible beneficiaries and the District Collector shall issue administrative sanctions for the components which can be cleared at District level.
 5. In case of Components which have to be cleared at State level, the eligible applications shall be forwarded to TSFCOF after verification of eligibility.
 6. When the number of eligible applications exceeds the target given to the district, the District Manager on behalf of DLSC shall write to TSFCOF for appropriate decision.
 7. DLSC has purview over all the Components which will be approved at District level except stocking related activities.
 8. District Manager shall send the requirement of funds periodically to TSFCOF.

4.2.2 State Level Selection Committee (SLSC):

- a) The State Level Selection Committee consists of;
 1. Commissioner of Fisheries – Chairperson

2. Director of Animal Husbandry department or his nominee - Member
3. Managing Director of TSFCOF - Member
4. Joint Director / Deputy Director of Fisheries (Inland/Welfare/ Planning)– Member
5. General Manager of TSFCOF–Member Convener

b) Roles and Responsibilities:

1. TSFCOF shall receive and evaluate the applications received from District Level Selection Committees for components which are to be approved at state level.
2. Based on allocations, technicalities and fund availability, State Level Selection Committee shall approve the applications and take appropriate action.
3. The Managing Director, TSFCOF issues administrative sanctions to the beneficiaries approved by the State Level Selection Committee.
4. TSFCOF shall receive the requests from DLSC where number of eligible applications is more than the allotted target and put up to SLSC. TSFCOF shall inform DLSC about the appropriate decision taken up by SLSC.

5. General Eligibility criteria for the Members/ Member Societies:

- 5.1 The members of Primary Fisheries Cooperative Societies/ Member Societies themselves are eligible for availing the scheme components.
- 5.2 The Members age should be 18 years and above.
- 5.3 The Member Societies should have completed audit upto 2016-17 for availing scheme during 2018-19. However, if audit is not conducted due to reasons beyond the control of the society and for societies which are registered after 1st April 2017, this requirement is not applicable. However, individuals and groups who apply for scheme, audit requirement of the concerned society shall not be insisted upon.
- 5.4 General Body or Managing Committee resolution of Society/ DFCS shall be furnished where ever assets have to be given to societies (applicable only when Societies themselves apply for any benefit) and also an undertaking shall be furnished stating that the asset will be utilized for the benefit of all the members of the society.
- 5.5 The Members/ Group/ Member Societies should be willing to pay the beneficiary contribution as prescribed for availing schemes.
- 5.6 The individual beneficiaries who have availed subsidy for the same component under other schemes (like Blue Revolution, Development of Fisheries (Normal State Plan), NFDB, RKVY, etc) shall not be eligible to avail the same component under IFDS in 2018-19 (relaxation is provided for Crafts and Nets).
- 5.7 The Society shall not be a defaulter of any government dues (e.g., Lease amount, seed amount, etc) and should not have been involved in any misappropriation or fraud.
- 5.8 The Members should be willing to undergo training programs organized by the Government /TSFCOF to upgrade the existing practices.
- 5.9 Any fraudulent practices are indulged in by the Members/ Societies during implementation of the scheme, they are liable for action under relevant Act and Rules in vogue.

6. Procedure for Selection of Beneficiaries:

- 6.1 Extensive publicity shall be provided by the district administration through various means to all members of fishermen communities about the various components of IFDS, eligibility etc. Meetings shall be conducted with members of the societies and Pamphlets describing the scheme components and application forms shall be distributed at various levels.
- 6.2 Beneficiaries shall fill up the registration cum scheme application form and submit to District Manager. Beneficiaries can also choose to apply from any Mee Seva centers or on their own through e-laabh portal. For land-based components such as Construction of new Fish ponds, Re-Circulatory Aquaculture, Establishment of Ornamental Fish Units, Establishment of Fresh Water Fish Seed Hatcheries, Fish seed rearing unit, Establishment of Ice Plants, Establishment of Fish Feed mills (Small), Net Mending and Putti fabrication units and Fish Processing units, application shall be submitted along with land documents directly to the District Manager when applying offline.
- 6.3 Beneficiaries who apply online shall print the filled application form and submit along with the photograph and relevant documents during the time of verification.
- 6.4 An individual beneficiary can apply for 4 small units or less under category 1 (Vending units with mopeds, Crafts and nets, Plastic fish crates, Portable Fish Vending Kiosk) or one large unit like vending unit with luggage auto, Construction of Fish ponds, etc under Category 2.
- 6.5 An individual who applied for individual unit can also be part of any group which is willing to apply for a group unit. The same is the case with the society. A group beneficiary or Society beneficiary can apply for only one Component meant for group beneficiaries or Society as applicable (This is applicable for components where beneficiary contribution amount needs to be paid by society. This is not applicable for components with 100% subsidy).
- 6.6 All the applications which are submitted shall be scrutinized for eligibility by the District Managers and process the applications for placing before the District Level Selection Committee as per eligibility.
- 6.7 If the number of applications for a particular component is less than or equal to the number of allotted units for a district, all the eligible applicants shall be considered for approval. If the number of applications is more than the number of allotted units, District Manager on behalf of DLSC shall write to TSFCOF for appropriate decision.
- 6.8 After finalizing the beneficiaries for components which are to be approved at District level, approval and administrative sanction shall be issued.
- 6.9 District Level Selection Committee shall scrutinize the applications which are to be approved at State level and forward the eligible applications for approval and administrative sanction at the state level.
- 6.10 The Proposals recommended by the District Level Selection Committee will be examined by the State Level Selection Committee. General Manager, TSFCOF shall convene a meeting of State Level Selection Committee on receipt of proposals from

District Level Selection Committee for scrutinizing and approving the applications which are eligible. Managing Director, TSFCOF shall issue the administrative sanction and communicate to the concerned districts for implementation.

7. Procurement & Fund Flow:

7.1 A scheme joint account shall be opened to be operated by the District Manager and District Collector. Initially certain amount of funds will be transferred to the scheme joint account for immediate grounding of scheme. Once 80% of the funds already released are utilized, fund request shall be sent to TSFCOF as per requirement.

7.2 The procurement process for various components shall be as given below

a. Supply of individual units to beneficiaries:

- i. The selected beneficiaries shall be informed about the unit cost, subsidy, beneficiary contribution to be paid and details of empanelled firms, items approved and finalized rates. The beneficiaries shall select the empanelled firm and item from the list and inform their preference through option form and pay the beneficiary contribution to District Manager through Demand Draft. The District Manager shall issue acknowledgement receipt for Demand Draft and maintain a register.
- ii. Empanelment of vendors for supplying Putti and Theppa shall be carried out at district level whereas the empanelment and selection of vendors for other individual units will be done at state level through Tender Process.
- iii. The agencies empanelled and rates fixed by Marine Products Export Development Authority (MPEDA) for Insulated Ice boxes shall be adopted.
- iv. The District Manager shall place orders for the beneficiaries who have paid the contribution amount for their preferred units to the empanelled firm/ selected vendor.
- v. Sanction shall be provided by the District Collector for release of total cost of the unit (beneficiary contribution plus subsidy) to the empanelled firm/ selected supplier as per the actual cost of the item not exceeding the subsidy limit prescribed. If the cost of the item selected by the beneficiary exceeds the unit cost, balance cost has to be borne by the beneficiary.
- vi. The units shall be procured from the authorized suppliers and distributed to the beneficiaries.
- vii. In case of accessories for Vending units with mopeds, Vending units with luggage auto, Mobile Fish Outlet, Hygienic transport vehicle and Insulated trucks like cutting tools, tubs, oxygen cylinders, etc, the beneficiary can purchase the necessary items and submit the bills to avail subsidy as per eligibility.

b. Construction of infrastructure by Government: The DLSC shall appoint an executive agency for taking up the Construction of infrastructure like markets, landing centers, fish seed farms, etc., as per the specifications. Funds shall be released stage/ phase wise as per the progress of work to the executing agency.

c. Construction of infrastructure units by beneficiaries:

- i. Beneficiaries shall submit the hard copy applications to the District Manager along with the relevant land document. When applying online, the photo and land document shall be submitted at the time of verification. The remaining documents like DPR / Layout / DLC permission shall be submitted after receipt of the sanction letter within 30 days.
- ii. When land taken on lease, the lease agreement shall be for a minimum of 5 years duration.
- iii. The beneficiaries must open a Savings bank account and provide the details while submitting the application form (Joint account for Group beneficiaries and existing Savings bank account can also be used for individual beneficiary/ society/ DFCS).
- iv. During the scrutiny, the original documents shall be produced at the time of verification by the District Manager. For the eligible beneficiaries, the approval shall be given and sanction order shall be issued. They must produce other relevant documents after communication of administrative sanction. Then the beneficiary must commence the work and complete 50% of the work to claim 50% subsidy as 1st installment.
- v. Subsidy amount shall be released through online mode in two installments corresponding to the progress of work. (50% of subsidy as first installment after 50% of work done and remaining 50% of subsidy as second installment after completion of the work).
- vi. Any Engineering department nominated by the District Collector shall record the works. Then the District Manager must physically inspect the works before eligible payment is released.

8. Publicity for implementation of IFD Scheme:

TSFCOF at state level and district administration at district level shall be responsible for imparting adequate awareness regarding various IFDS components, eligibility criteria, beneficiary selection process, unit cost & subsidy involved and procedure for submitting the applications by utilizing print and electronic media. Funds shall be provided to the districts for printing brochures, pamphlets, organizing awareness meetings & basic trainings/exposure visits etc.

9. Monitoring:

- 9.1 At state level, the Managing Director, TSFCOF will coordinate and monitor the scheme as nodal officer.
- 9.2 Management Information System (MIS) will be put in place in due course of time to monitor the progress of implementation.
- 9.3 All measures shall be taken at the district level for ensuring the transparency, accountability and vigilance.