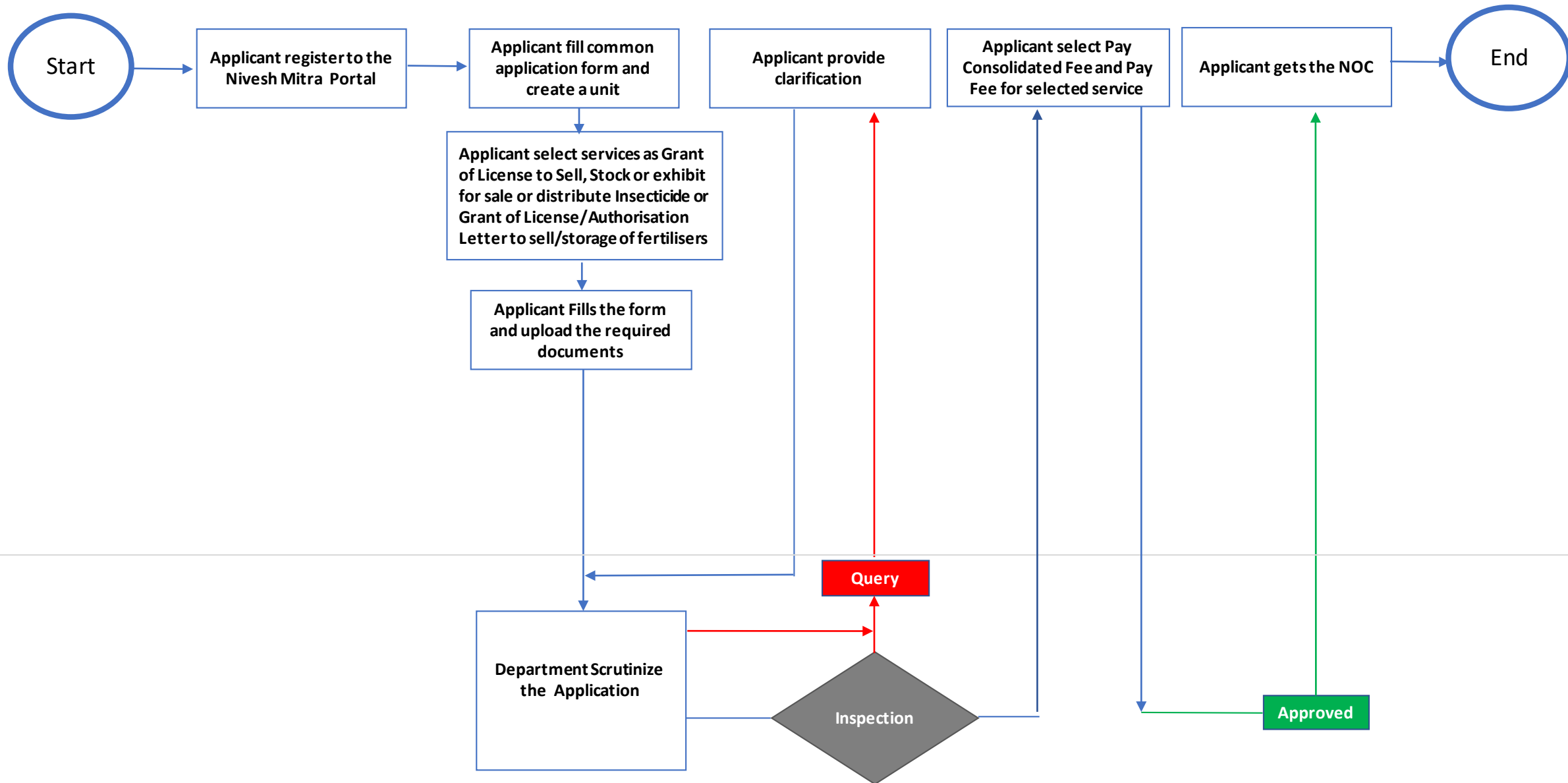


Process Flow for Application to Insecticide License & fertilisers License

Nivesh Mitra

Directorate of
Agriculture



Checklist

1	Name of Inspection Report/ Approved/ NOC	Initial Inspection of given services – - Application to Grant of License to Sell, Stock or exhibit for sale or distribute Insecticide
2	Competent Authority	Department of Agriculture
3	Stage	Post-Establishment
4	SLA/ Number of Days	30
5	Documents Required	Annexure A
6	Form Submission	http://niveshmitra.up.nic.in
7	Fee & Mode of Payment	Variable Fees according to District

Annexure A

With Grant of License to Sell, Stock or exhibit for sale or distribute Insecticide Application following document shall be submitted

1. Certified Affidavit from Notary on Stamp Paper of Rs 10 / - for compliance with all the provisions of Insecticides Act 1968, and Insecticides Rules, 1971.
2. Rent agreement (in case of rental building) or certificate of ownership (in case of private building) with the exchange of warehouse
3. Regarding the applicants authorized person, the authorization letter.
4. Photo of the applicant.
5. Applicants identity / address proof such as Aadhar card, election identity card driving license etc.
6. Certificate in respect of educational qualification of the applicants for the Retail Pesticide Sales Authorization Certificate.
7. Qualification of applicant (Bachelor of Science in Agriculture OR Bachelor of Science in Chemistry OR Diploma in Agricultural Science OR Certificate course on Agri-inputs for a minimum period of six months from National Institute of Agricultural Extension Management (MANAGE), National Institute of Plant Health Management (NIPHM) and other government approved institute.).
8. Attach Principle Certificates.

Process Flow for Insecticide License

Steps

1. a) The applicant will open the Online Single Window Portal using the address “<http://niveshmitra.up.nic.in>”
b) Register with Online portal using their personal Details and Contact Details.
c) A user id and password will be generated and sent through Email/SMS.
d) Applicant should verify email id and mobile no.
e) Now using the User id and Password, user is able to login to Nivesh Mitra portal.
2. After logging into the Nivesh Mitra portal, the Applicant has to fill the **Common Application Form** and create a new **Unit**.
3. Click **Apply for Permission**, select unit from dropdownlist, Now select Department as **Agriculture Department** and service as “**Grant of License to Sell, Stock or exhibit for sale or distribute Insecticide**” then click on proceed button. Applicant will go ahead and submit the application form for respective services. Here tracker will be start, Now applicant can track the status from Dashboard.
4. Department officials **Scrutinizes** the application and if there is any **query** then department will raise the query otherwise they will start inspection process.
5. Applicant submit the application and after verification of application, user have to pay the Fee from **Pay Consolidated Fee**
6. Applicant has to respond on the queries raised by Department within **7 working days**.
7. On the basis of scrutiny and inspection report, department uploads the inspection report which is visible on applicant login.
8. Applicant get **the signed License** from Nivesh Mitra login.