

फा.सं- FM/2/2021-FME
भारतसरकार
Government of India
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Ministry of Food Processing Industries
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दिनांक 27.05.2021

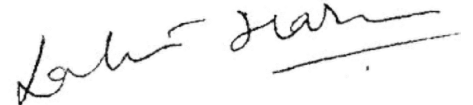
OFFICE MEMORANDUM

Subject: Instructions for approval of Trifood Mini Units proposals by TRIFED under PMFME Scheme.

The undersigned is directed to forward “Instructions for approval of Trifood Mini Units proposals by TRIFED” , under the PM Formalisation of Micro food processing Enterprises (PMFME) scheme, containing the application process, procedure for approval & release of funds, timelines etc. along with a sample DPR report for information and necessary action.

2. This has the approval of the component authority.

Enclosure: As stated



(Rakesh Sharma)

Deputy Secretary to Government of India

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To:

- i. Tribal Cooperative Marketing Development Federation of India Limited
(**TRIFED**)
- ii. All States/ UTs

Copy to: PSO to Secretary, FPI/ Sr. PPS to Addl. Secretary, FPI/ PS to JS (AS)

JOINT INSTRUCTIONS FOR APPROVAL OF TRIFOOD MINI UNITS PROPOSALS BY TRIFED UNDER PMFME SCHEME

1. Background:

Most of the tribal household livelihood is based on the Minor Forest Produce (MFP). The household usually engaged in collection and trading of Minor Forest Produce as the safeguard money for meeting their requirements. Under the PMFME scheme, all the existing groups and individuals involved in collection and processing of minor forest produce in the micro-food processing sector would be supported.

Simple upgradation in harvesting tools, processing and sorting tools could bring a huge value addition to the MFPs and better market price for the collectors.

Cluster based value addition approach shall enable the tribal gatherers to achieve economies of scale as well as collectively leverage their resources to have better access to public resources, linkages to credit and enhance their marketing competitiveness.

TRIFED is spearheading the “Van Dhan Yojana(VDY)”under the Ministry of Tribal Affairs (MoTA) scheme of ‘Mechanism for Marketing of Minor Forest Produce (MFP) through Minimum Support Price (MSP) & Development of value chain for MFP’. The VDY programme aims to tap into traditional knowledge & skill sets of tribals by adding technology & IT to upgrade it at each stage and to convert the tribal wisdom into a viable economic activity.

The Van Dhan Vikas Yojana, involves creating a micro-enterprise of 300 tribal beneficiaries at Village Level by way of collection of forest items, training, value-addition, packaging, branding and marketing of value-added products. The VDV Kendras would act as common facility centres for procurement cum value addition to locally available MFPs. Value addition of raw produce is expected to increase the share of tribals in the value chain to 70-75% (from the present share of 20-25%). Under the scheme, a group of 15 tribal Van Dhan Vikas Self Help Groups (SHG) shall be constituted, each comprising of upto 20 MFP gatherers i.e. about 300 beneficiaries per Kendra (subject to variability as per local conditions). These micro-enterprises are known as Van Dhan Vikas Kendras (VDVKs).

As a part of the VDY Scheme, various skill upgradation trainings have been conducted for the MFP gatherers. The training programme also provide demonstrative tool kits to the trainees for promoting adoption of scientific collection, harvesting, primary processing of MFPs and other support for value addition of different forest produces grown in their habitat. TRIFED has so far sanctioned 1205 Van Dhan Vikas Kendras (VDVKs) in 21 states and 1 UT involving 3.6 lakh tribal gatherers.

2. Intervention under PMFME Scheme:

MoFPI is implementing PMFME Scheme which envisages support to clusters and groups such as FPOs/SHGs/ producer cooperatives along their entire value chain for sorting, grading, assaying, storage, common processing, packaging, marketing, processing of agri-produce and testing laboratories.

Further, 4.3% of the total scheme budget allocation is for Schedule Tribe Component (STC) funds under PMFME Scheme exclusively for welfare and development of Schedule Tribes.

For the credit linked grant for Capital Investment for SHGs, the scheme envisages that the SHGs should have sufficient own funds for meeting 10% of the project cost and 20% margin money for working capital or sanction of the same as grant from the State Government and experience in processing of ODOP product.

PMFME Scheme lays special focus on SC/ST, women and aspirational districts and FPOs, SHGs and producer cooperatives. Organizations like TRIFED, National SC Development Finance Corporation; National Cooperative Development Cooperation; Small Farmer Agri-Business Consortium; National Rural Livelihood Mission under M/o Rural Development are the key stakeholders working with these focussed groups or community. These identified institutions may converge their activities by facilitating identification of units / clusters of STs, SCs, cooperatives, FPOs and SHGs respectively. They would support preparation of DPRs and proposals for funding and development of such institutions under the Scheme. They would also provide handholding support to such units.

TRIFED has been identified as one of the key institution working with Schedule Tribes. MoFPI has signed an MoU with TRIFED to identify and support tribal beneficiaries for promoting food products manufactured by tribal and its marketing and branding. TRIFED is envisaged to provide handholding support and training and capacity building of the tribals engaged in food processing.

Under the convergence activities, VDVKs would be supported by TRIFED and MoFPI to support the processing activity of Minor Forest Produces. For facilitation under the PMFME Scheme, two VDVKs are combined to form one Mini-TRIFOOD Unit. The total cost for establishment and implementation of intervention for Mini-TRIFOOD Unit is estimated to be Rs.40 lakhs. TRIFED would be supporting 75% of estimated cost by funding Rs. 30 Lakhs and 25% of the cost (Rs.10 lakhs) is expected to be funded under PMFME Scheme. Thus, complete funding shall be through TRIFED and grant support under PMFME scheme without any requirement for loan.

3. Detailed provisions and implementation process for Mini-TRIFOOD Units

3.1 Mini-TRIFOOD Units:

Mini-TRIFOOD Processing units has been formed by combining 2 VDVKs as one unit for facilitation under the PMFME Scheme. This would involve providing the VDVK centers/ units with processing/upgraded processing machinery, packaging facility, etc. as may be required at the unit, so that processing and packaging of the products is undertaken properly with appropriate branding, thereby scaling up their activities, which will ultimately result in generating income and a more sustainable livelihood for the tribal entrepreneurs engaged in food processing activities.

3.2 Support and Facilitation to Mini TRIFOOD Units:

The establishment of these VDVKs is to be implemented by State Implementing Agencies under TRIFED/MoTA. State Implementing Agency would be responsible for handholding and implementing activities proposed for Mini TRIFOOD Unit. State Implementing Agency are responsible for execution of activities indicated under Mini TRIFOOD Units such as imparting training to VDVK members, procurement of equipment and basic tools and facilitating the processing of the products. The implementing agency would strictly monitor the quality of the products produced. These finished products would be marketed to local markets and the Implementing Agency would help them to find avenues for large scale marketing as well.

3.3 Component of Support to Mini- TRIFOOD Units

Presently, each VDVK is already undertaking various activities including value-addition, packaging, branding, etc. for which TRIFED has released Rs.15 Lakhs per VDVK. Under PMFME scheme, it is proposed to upgrade the current business model of 2 combined VDVKs, by providing them with additional processing/upgraded processing facility, as may be required by VDVKs or Mini-TRIFOOD Processing unit. Total Financial support to Mini TRIFOOD unit would be Rs 40 Lakhs. TRIFED would be funding Rs 30 lakhs per unit for the mobilization and capacity building and

purchase of basic equipment & toolkits. Under PMFME, the financial support of grant of Rs.10 lakhs per unit would be for purchase of additional machineries and other activities for value addition of produce mentioned in the proposal.

The financial support by TRIFED to two Van Dhan Vikas Kendra (about 600 member groups) is estimated to be Rs 30 Lakhs which would include:

	Particulars	Amount
1	Mobilization and Capacity building (Rs.5 Lakhs per VDVK)	Rs.10 Lakhs
2	Equipment & Toolkits (Rs.10 Lakhs per VDVK)*	Rs.20 Lakhs
3	Total Cost for one Mini-TRIFOOD	Rs.30 Lakhs

** It may include tools and equipment such as decorticator, dryer, sieve, packaging machine, weighing scale, cutting tool, tarpaulin, etc. depending on the available MFPs in the area which would be processed by the SHG. Here, Rs. 10 lakh has been taken indicatively.*

The financial support under PMFME scheme to two Van Dhan Vikas Kendra (600 member groups) is estimated to be Rs 10 Lakhs which would include:

	Particulars	Amount
1	Additional equipment & machineries and others activities for value addition of produce	Rs.10 Lakhs

4. Application Process:

4.1 The proposal for a Mini TRIFOOD unit consisting of 2 Van Dhan Kendras would be considered as group applications under PMFME Scheme. Tribal Welfare Department or State Implementing Agencies/department under TRIFED would share the proposal/DPR for Mini TRIFOOD unit with their State Nodal Agency(SNA).

4.2 Mini TRIFOOD unit seeking assistance under the PMFME Scheme for capital investment as a grant under convergence activity with MoFPI would be handhold and supported by State Implementing Agencies under TRIFED/MoTA as per the DPR shared by TRIFED. A sample format is attached at [Annexure 1](#).

4.3 Tribal Welfare Department or State Implementing Agencies/department shall hand hold the unit in preparation of the DPR of the proposal of Mini TRIFOOD unit.

4.4 The proposal/DPR would be submitted to State Nodal Agency (SNA) along with a **certification** from Head of the Tribal Welfare Department/State Implementing Agency that the proposal/DPR submitted is in accordance to the objective mentioned in the proposal and the grant support under PMFME scheme would be utilized only for the purpose mentioned in the proposal/DPR for the activities/components approved related to food processing and value addition of MFPs. The consolidated proposal would clearly indicate the details of fund support by TRIFED and proposed fund required under PMFME Scheme for the Mini TRIFOOD unit.

4.5 The DPR submitted with the proposal shall contain the following information:

- i) A brief details regarding the proposed Mini TRIFOOD unit such as:
 - regarding formation of group;
 - its location and area;

- number of members in the unit;
 - details of lead member of the unit;
 - contact details of the unit and/or lead member;
 - background of business model of VDVKs forming Mini TRIFOOD unit.
- ii) Details regarding the present business of Mini TRIFOOD unit/VDVK such as:
- details of minor forest produce presently being dealt by the unit/VDVK;
 - details of value addition activity presently being done by the unit/VDVK;
 - details (brief description and purchase price) of existing plant & machinery with the unit/VDVK;
 - details of total expenditure incurred during last year by unit/VDVK
 - turnover of the unit/VDVK during last year;
 - marketing & branding activity, if any, being done for the existing business;
 - details of training already provided to the group.
- iii) Details of Implementing Agency handholding the unit:
- Name of the entity and details of its linkage/association with TRIFED/MoTA;
 - The role of implementing agency in implementation of the proposal/project;
 - Support being presently provided by them to the unit;
 - past industry experience, if any.
- iv) The details of financial support to be provided by TRIFED:
- Total financial support by TRIFED to the Mini TRIFOOD unit;
 - Amount of financial support already provided till date by TRIFED out of the proposed total project cost. Transaction details may be provided in this regard;
 - Details of utilization of this fund already provided by TRIFED;
 - Balance amount of financial support to be provided by TRIFED to the unit and its expected schedule.
- v) The details of proposed requirement:
- Value addition activity/ processing activity now proposed to be added in the existing activity of the unit;
 - List of plant and machinery along with their estimated cost proposed to be purchased. Indicate break up of amount to be utilized through PMFME fund support and TRIFED fund support;
 - Training activity required, if any, to upgrade skills for the enhanced activity;

- Any other activity proposed to be added to the existing facility of unit which is to be supported under PMFME scheme;

Details of account to which financial support is to be released is required to be mentioned in the proposal.

5. Approval Procedure:

5.1 SNA would scrutinize the proposal for its completeness and check that the proposal is certified by the competent authority nominated by TRIFED/MoTA.

5.2 The Secretary/ Principal Secretary of the State Nodal Agency/Department for PMFME Scheme in the State would sanction the proposals found suitable, which shall be subsequently ratified in SLAC.

5.3 After approval from Secretary/ Principal Secretary of the State Nodal Agency/Department, SNA would release the fund support under PMFME as per the procedure for release of grant mentioned below to the approved Mini TRIFOOD unit in the account indicated in the proposal. The details of such approval would be informed to MoFPI. The total fund support under PMFME scheme to the unit shall be from both Central and State/UT contribution, in the proportion, as mentioned in PMFME scheme guidelines.

5.4 Any proposal for assistance to a group for grant above Rs.10 lakh under PMFME scheme should be sent duly approved by SLAC to MOFPI for consideration and approval.

6. Procedure for Release of Funds:

6.1 The release of grant amount under PMFME scheme would be in 3 installments. The procedure for release of the installment of grant would be as under:

a. Release of 1st Installment of grant: The 1st installment of grant would be equal to the proportion of fund support already provided by TRIFED out of its total contribution subject to maximum of 75% of the total grant support approved under PMFME scheme for the unit. This installment of grant would be released immediately after approval of the proposal.

b. Release of 2nd Installment of grant: The 2nd installment of grant would be 90% of the total grant support approved under PMFME scheme for the unit less the total amount of grant released as 1st installment. This installment of grant would be released subject to compliance of following conditions and submission of documents in support of the same:

(i) Utilization of 1st installment of grant released under PMFME scheme. Implementing agency to submit utilization certificate for the same along with component wise details of such expenditure;

(ii) Utilization of fund support provided by TRIFED at the time of approval of the proposal along with component wise details of such expenditure;

(iii) 100% fund contribution by TRIFED to the unit;

(iv) Work order/contract documents of the P & M and other activities approved to be supported under PMFME scheme.

(v) Commensurate physical and financial progress of the approved proposal.

- c. **Release of 3rd Installment of grant:** Balance grant out of the total grant approved would be released on compliance of the following:
- (i) Utilization of 2nd installment of grant released under PMFME scheme. Implementing agency to submit utilization certificate for the same along with component wise details of such expenditure;
 - (ii) Completion of all the approved activities;
 - (iii) Details of all work orders/contracts, supply invoices etc of the approved activities/facilities and document related to actual expenditure incurred on the approved activities/facilities.

The balance grant would be calculated based on the actual expenditure incurred on the activities approved under PMFME scheme subject to maximum ceiling of approved cost.

6.2 The State Implementing Agency of TRIFED shall ensure the effective implementation of the activities proposed under the proposal.

6.3 A details of actual utilization of the Grant received for the purpose for which it was sanctioned should be submitted. It should also disclose the specified activities, quantified and qualitative targets, procurement of machineries that should have been reached against the amount utilized, were in fact reached/achieved, and if not, the reasons therefor. The certificate in this regard shall be shared by State Implementing Agency/ Nodal Department of TRIFED with respect to the transfer of grant to the Mini TRIFED Units in the **Annexure II, III & IV**.

7. Timeline for completion of the project and release of grant:

The time schedule for completion and operationalization of project will be 12 months from the date of issue of approval letter unless extended by SLAC on the basis of recommendation from SNA for the reasons to be recorded.

S.No	Release of grant under PMFME Scheme	Time period for compliance and release
1	1 st Instalment of the grant	After approval of the proposal
2	2 nd Instalment of the grant.	8 months from the date of approval
3	3 rd Instalment of the grant	12 months from the date of approval

The State Implementing Agency shall make all possible efforts to complete the projects as per the stipulated timelines committed to while seeking approval for the project. In case of non-adherence to stipulated timeline or any delay in completing the work as per above timelines, State Implementing agency shall inform the same to SNA along with reasons of delay and non-adherence to given timeline and justification for further time required.

8. Monitoring of the project:

8.1 At the State/UT level, State Implementing Agency of TRIFED would share the progress report on quarterly basis to SNA. Further, to review and monitor the above mentioned activities for disbursement of grant to Mini TRIFOOD Units, periodic meetings and joint reviews would be held between SNA and State Implementing Agency/State Tribal Welfare Department. SNA would submit the report on the progress of all such units to MoFPI on quarterly basis.

8.2 The progress of all the sanctioned Mini TRIFOOD unit would be reviewed on quarterly basis with TRIFED by MoFPI.

8.3 A consolidated progress report on sanctioned Mini TRIFOOD units supported under PMFME scheme would be shared by TRIFED at the end of each Financial Year.

Annexure I

Sample Detailed Project Report

SEEKING SUBSIDY ASSISTANCE FROM MOFPI UNDER PM FME Scheme

Proposal for setting up

Mini-TRIFOOD Processing Unit

State

Manipur

Under MOU between Ministry of Food Processing Industries and TRIFED / Ministry of tribal Affairs

REFERENCE

Joint Letter issued by Secretary Ministry of Tribal Affairs and Secretary MOFPI addressed to Chief Secretaries of all States. dated 18 Dec 2021, File 168434/2020/LivSup Subject: Convergence opportunities between Pradhan MANtri Frmuation of Micro Food Processing Units (PMFME) Scheme, MoFPI and Ministry of tribal affairs (MoTA)



Submitted by

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Proposal for setting up Mini-TRIFOOD Processing Unit

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Proposal for setting up Mini-TRIFOOD Processing Unit

1. Introduction

TRIFED has been implementing the Van Dhan Vikas Yojana, which involves creating an micro-enterprise of 300 tribal beneficiaries at Village Level by way of collection of forest items, training, value-addition, packaging, branding and marketing of value-added products. These micro-enterprises are known as Van Dhan Vikas Kendras (VDVKs). TRIFED has been sanctioning Rs.15 Lakhs per VDVK for carrying out above referred activities.

In the State of Manipur, TRIFED has sanctioned 100 Van Dhan Vikas Kendras (VDVKs) in 13 districts; benefitting around 300000 tribal Entrepreneurs. Out of the 100, 77 VDVKs have already begun their operations which include processing and marketing of a various organic food products including gooseberry, wild apple, spices, wild fruits, vegetables, honey and bamboo shoot, etc.

The establishment of these VDVKs is being implemented by State Nodal Department: Office of PCCF, Department of Forest, Government of Manipur through their Forest Division at district level, which started the enterprise works of collection and value addition of forest produce from the financial year 2019-20 onwards. During last one year, the Department has gradually gained experience and technical knowledge for undertaking various activities of VDVK enterprise. It may be relevant to mention that the State of Manipur bagged the status of top performing State in the field of implementation of the VDVKs in the year 2020. The VDVKs in the state currently produce around 40 different varieties of food products that are sold locally as well as outside the state through Tribes India retail outlets and have so far generated a sale of around Rs. 60 lakhs.

Under the Van Dhan Scheme, Rs. 15 lakhs per VDVK have been utilized for training, distribution of basic tools/equipment required for undertaking primary processing and value addition of Forest items/Minor Forest Produce (MFP) at unit level such as cooking pot, stove, lighter, knife, basket, weighing machine, sealing machine, grinder, drying machines, containers, bottles, sieving tool, utensils etc.

2. Project Proposal

The Proposal is to setup 4 (four) Mini-TRIFOOD Processing units in the state of Manipur, with 2 VDVKs combined as one Mini-TRIFOOD unit. This would involve providing the VDVK centers/units with processing/upgraded processing machinery or packaging facility, etc. as may be required at the unit, so that processing and packaging of the products is undertaken properly with appropriate branding, which will help in scaling up their activities, which will ultimately result in generating income and a more sustainable livelihood for the tribal entrepreneurs involved.

Presently, each VDVK has been already undertaking various activities including value-addition, packaging, branding, etc. for which TRIFED has released Rs.15 Lakhs per VDVK. The plan is to upgrade the current business model of 2 combined VDVKs, by providing them with additional processing/upgraded processing facility, as may be required by VDVKs or Mini-TRIFOOD Processing unit. Therefore, it is proposed to set up such 4 Mini TRIFOOD Units (from the existing 8 VDVKs) with total Financial support of Rs 40 Lakhs (@ Rs.10 lakh

per unit) under PM FME of MoFPI. It is expected that about 1200 Tribal households will be benefitted under the program.

3. Proposed Locations

The proposal for setting up **4 Mini TRIFOOD processing Units** is being planned in the following four districts in the State:

- Ukhrul
- Senapati
- Churachandpur
- Kamjong

As mentioned above, each of the Mini-TRIFOOD unit will cater to the 2 VDVKs as mentioned below:

<u>S.No</u>	State	District	Proposed location of mini food processing center	Name of VDVKs (2019-2020)	Fund Requirement (Rs. In lakhs)
1	Manipur	Ukhrul	Hungphung Kaziphung	Hungphung VDVK	10
				Ukhrul Central VDVK	
2	Manipur	Senapati	Chawainamei Khullen	Senapati VDVK	10
				DADA VDVK	
3	Manipur	Churanchandpur	Singngat	Singngat VDVK	10
				Kapiah VDVK	
4	Manipur	Kamjong	Kamjong HQ	Kamjong VDVK	10
				Kasom Khullen Phungrum VDVK	

4. Project Costs & Funding

TRIFED's share and additional Fund Requirement for Mini - TRIFOOD under MoFPI scheme

Project Costs Per TRIFOOD Mini Unit

a) VanDhan Unit

As per TRIFED guidelines, Cost TWO Van Dhan Vikas Kendra (600 member groups) is estimated to be Rs 30 Lakhs which includes.

	Particulars	Amount
1	Mobilization and Capacity building (Rs.5 Lakhs per VDVK)	Rs.10 Lakhs
2	Equipment & Toolkits (Rs.10 Lakhs per VDVK)	Rs.20 Lakhs
3	Total Cost for one Mini-TRIFOOD	Rs.30 Lakhs

** It may include tools and equipment such as decorticator, dryer, sieve, packaging machine, weighing scale, cutting tool, tarpaulin, etc. depending on the available MFPs in the area which would be processed by the SHG. Here, Rs. 10 lakh has been taken indicatively.*

For TWO VanDhan Kendras, the amount is Rs.30,00,000

b) Components under PMFME

	Particulars	Amount
1	Additional equipment & machineries, others	Rs.10 Lakhs

TRIFED has already released Rs.15 Lakhs per VDVK. Therefore, 2 VDVKs have been paid Rs.30 Lakhs, which they have utilised for undertaking various activities as mentioned above. Now, both the VDVKs need additional fund of Rs.10 Lakhs for upgrading their Processing units, as subsidy under FME scheme of MoFPI. The details of the funds invested by TRIFED and additional fund requirement by these VDVKs (Mini-TRIFOOD Units) as subsidy under FME scheme of MoFPI is given below:

Mini TRIFOOD - Project Outlay	Two VDVKs as one TRIFOOD Mini Unit			
	Mini TRIFOOD Hungphung Kaziphung (Ukhrul)	Mini TRIFOOD Chawainamei Khullen (Senapati)	Mini TRIFOOD Signgat (Churachandpur)	Mini TRIFOOD Kamjong HQ (Kamjong)
Total Project Cost	40,00,000	40,00,000	40,00,000	40,00,000
TRIFED (Rs 15 lakhs per VDVK)	30,00,000	30,00,000	30,00,000	30,00,000
Subsidy under FME - Upto 35%, limited to Rs 10 Lakhs	10,00,000 (25%)	10,00,000 (25%)	10,00,000 (25%)	10,00,000 (25%)
Own/Other Funds	-	-	-	-

Total Fund Requirement (10 lakhs per 2 VDVKs), 10 lakhs*4 units = Rs 40 lakhs

Total Fund requirements under PM FME scheme: Rs 40 Lakhs

5. Identified VDVKs for Mini-TRIFOOD Units

Operations and current business model of the identified VDVKs

5.1 Location 1 – Ukhrul district

Operations and business model of the identified VDVKs, Ukhrul district

VDVK	Value Addition	Branding	Packaging	Challenges faced	Proposed
Hungphung VDK	Dried and candied amla and juice, heimang tea bags, wild apple candy and juice, mushroom processed/dried, honey filtered and packed, wild olive juice	Brand Name - Hungphung Kaziphung VDK Tagline - “Made from the fresh Products from the hills of Ukhrul, Manipur”.	Packed in Prolypropylene rectangular food grade disposable plastic container and plastic stand up pouch with waterproof novajet sticker paper mentioning the ingredients of the product content along with batch, manufacture date & Expiry dates stamped with waterproof ink. FSSAI certification of products is done	Lack of infrastructure like warehouse, processing place unit etc	Upgradation of processing /packaging facilities, etc.
Ukhrul Central VDK	Dried and candied amla and juice, heimang tea bags, wild apple candy and juice, mushroom processed/dried, honey filtered and packed, wild olive juice	Products sold under the Brand Name “Ukhrul Central VDK” with the tagline “Made from the fresh Products from the hills of Ukhrul, Manipur”.	Packed in Prolypropylene rectangular food grade disposable plastic container and plastic stand up pouch with waterproof novajet sticker paper mentioning the ingredients of the product content along with batch, manufacture date & Expiry dates stamped with waterproof ink. FSSAI certification of products is done.	Lack of infrastructure like warehouse, processing place unit etc	Upgradation of processing /packaging facilities, etc.

- **Industry Experience of Implementing Agency:** The Implementing agency (i.e; Ukhurul Forest Division) hires well-trained certified master trainer to train and guide the SHG members. Once these trainings are imparted to the implementing SHGs, processing of the products starts. The implementing agency strictly monitors the quality of the products produced. These finished products are marketed to local markets and the Implementing Agency help them find avenues for large scale marketing as well.
- **Industry Experience of VDVKs:** All manufacturing processes are done by the SHG members of the VDVK. Proper trainings have been imparted to all SHG members in order to produce quality products with appropriate safety and hygiene standards maintained. Branding as well as packaging is done by the SHGs with FSSAI certification and guidelines.
- **Background of Current Business, Business Model:** The 2 (two) VDVKs viz. Hungphung VDVK and Ukhurul Central VDVK, have till date sold their products worth Rs. 8.47 Lakhs since the date of implementation of the VDY project. The implementing agency plans to upgrade the current business by procurement of more machinery/ technology for food processing and packaging and capturing more markets for sale of the value-added products produced by these VDVKs.

Product description including the list of activities performed for value addition in Ukhurul District

Features	Details
Background of the Products	All the products are forest produce and are sourced by the Tribal SHG members in the VDVKs
Process of production	Products are sourced from the forest. Post that they are brought to the existing Van Dhan facility where they are further processed, packed, labelled, branded and made ready for sale.
Benefits of the Product	All the products have immense health benefits and are widely used all over India.

5.2 Location 2 – Senapati district

Operations and business model of the identified VDVKs Senapati

VDVK	Value Addition	Branding	Packaging	Challenges faced	Proposed
Senapati VDVK	Amla dried, candied and juice, wild apple candy and juice,, olive paste, mushroom dried, Turmeric Powder grounded	Products sold under the Brand Name “Senapati VDVK” with the tagline “Fresh organic produce”.	Products are packed in Polypropylene rectangular food grade disposable plastic container and plastic stand up pouch with waterproof novajet sticker mentioning the details of the product	Difficulty in transportation of finished goods due to lack of good connectivity, low income generation due to absence of commercial platforms such as mandi’s and markets, inability for mass production because of use of rudimentary low-cost household kitchen	Upgradation of processing facilities

			content along with batch, manufacture date & Expiry dates stamped with waterproof ink. FSSAI certification of products is done	gadgets and lack of power supply in most areas with no power backup.	
DADA VDVK	Amla dried, candied and juice, wild apple candy and juice,, olive paste, mushroom dried, Turmeric Powder grounded	Products sold under the Brand Name “DADA VDVK” with the tagline “Eating Organic is not a trend, it is the return to tradition”.	Products are packed in Polypropylene rectangular food grade disposable plastic container and plastic stand up pouch with waterproof novajet sticker paper mentioning the details of the product content along with batch, manufacture date & Expiry dates. FSSAI certification of products is done	Difficulty in transportation of finished goods due to lack of good connectivity, low income generation due to absence of commercial platforms such as mandis and markets, inability for mass production because of use of rudimentary low-cost household kitchen gadgets and lack of power supply in most areas with no power backup.	Upgradation of processing facilities

- **Industry Experience of Implementing Agency:** The Implementing agency (i.e Senapati Forest Division) hires well-trained certified master trainer to train and guide the SHGs members. Once these trainings are imparted to the implementing SHGs, processing of the products starts. The implementing agency strictly monitors the quality of the products produced. These finished products are marketed to local markets and the Implementing Agency help them find avenues for large scale marketing as well. Word-of-mouth form of advertisement is used by the Implementing Agency to help them further sell their products.
- **Industry Experience of VDVKs:** The tribal beneficiaries were well-trained by certified master trainer to train and guide them in making Candy, Jam, pickling, accountancy for maintaining records and packaging methods. These VDVK beneficiaries now implement the technical know-how in food processing business for income generation and employment generation at the grassroot level.
- **Background of Current Business, Business Model:** The 2 (two) proposed VDVK viz. Senapati VDVK and DADA VDVK, has till date sold their products worth Rs. 8.47 Lakhs (Rupees Eight Lakhs and Forty-Seven thousand only) since the date of implementing the PMVDY project. The implementing agency plans to upgrade the current business by procurement of more machinery/ technology for food processing and packaging and capturing more markets for sale of the value-added products produced by these VDVKs.

Product description including the list of activities performed for value addition in Senapati Distt.

Features	Details
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Background of the Products	<p>All the products are forest produce and are sourced by the tribals of Senapati District. The minor forest produce such as Gooseberry, Wildapple and Hill broom grass are found abundantly in the forest areas of the district. Before the implementation of Van Dhan Yojana (VDY), these MFPs had no economic values in the local market. These were either thrown away or are usually found abundantly on the forest floor, trampled upon by human and animals.</p>
Process of production	<p>Initially raw materials are collected from the forest, stored, washed, cleaning and sorted for pre-production steps. After sorting, these raw materials are made to undergo the processing steps such as boiling, cooling and dried in the sun. Later on, post-processing steps such as quality checks and packaging & labeling are done before dispatching to markets for sale.</p>
Benefit of the Product	<p>All the products manufactured by these VDVKs have tried to maintain the nutritional value and health benefits as found in its raw form without the use of any chemicals and flavor or taste enhancers.</p>

5.3 Location 3 - Churachandpur district

Operations and business model of the identified VDVKs Churachandpur

VDVK	Value Addition	Branding	Packaging	Challenges faced	Proposed
Singngat VDVK	Bambooshoot Pickle, Pineapple Juice/ Squash, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Pineapple Jam , Ginger powder/Candy, Ceylon Olive (Elaeocarpus serratus) jam, King Chilli Pickle,Mango Pickle	Product sold under the brand named “Ccpur VDVK” with tagline ‘From the doorsteps of Tribals’	The VDVK products are processed and manufactured as per the guidelines considering the procedure and norms of Food safety rules. Product packed properly in glass bottles, glass jars, plastic pet bottles, plastic pouch with sticker mentioning the details of the product and manufacturer.	Inaccessible to easy marketing platform, unavailability of packaging materials, cold storage, Power backup problem. Need for more processing machinery.	To improvise the machinery & technology in integration with the traditional practice of food processing. Accessibility to marketing platforms
Kapiah VDVK	Bambooshoot Pickle, Pineapple Juice/ Squash, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Pineapple Jam , Ginger powder/Candy, Ceylon Olive (Elaeocarpus serratus) jam, King Chilli Pickle,Mango Pickle	Product sold under the brand named “Ccpur VDVK” with tagline ‘From the doorsteps of Tribals’	The VDVK products are processed and manufactured as per the guidelines considering the procedure and norms of Food safety rules. Product packed properly in glass bottles, glass jars, plastic pet bottles, plastic pouch with sticker mentioning the details of the product and manufacturer.	Inaccessible to easy marketing platform, unavailability of packaging materials, cold storage, Power backup problem. Need for more processing machinery.	To improvise the machinery & technology in integration with the traditional practice of food processing. Accessibility to marketing platforms.

- Industry Experience of Implementing Agency:** The Implementing agency (i.e. Churachandpur Forest Division) has a dedicated forest official for coordinating and collaborating with SHGs in addition to hiring well-trained certified local trainers to train and guide the SHGs. The trainings were conducted frequently on demand basis from the

concerned VDVK members since the implementation of the project is at the grass-root village level considering the conveniences of the beneficiaries.

- **Industry Experience of VDVKs:** The VDVK members/ beneficiaries are well trained by the trainers on food processing like making of Candy, pickle, juice, jam, packaging etc. The VDVK beneficiaries are now well aware of the Food processing technique, its uses, economical value of the minor forest produce through the practical experiences after the implementation of PM Van Dhan Yojana.
- **Background of Current Business, Business Model:** The 2 VDVKs (i.e. Singngat & Kapiyah VDVK) has till date sold approximate amount of Rs. 8 Lakh of different product processed from the minor forest produce through value addition of bamboo shoot, pineapple, mango, Rhus, Ceylon olive, ginger, turmeric, star apple, wild tea, etc. excluding some other negligible product from Lemon, Jackfruit, Parkia, tejpatta etc.

Product description including the list of activities performed for value addition in Churachandpur district.

Features	Details
Background of the Products	Forest Resources are found abundantly in wild under Churachandpur District including the Minor Forest Produces (MPFs) like Gooseberry, Bamboo Shoot, Pineapple, Rhus, Ceylon Olive, Mango, Star Apple, Ginger, Turmeric, Tejpatta, Wild apple, etc. With the implementation of the Pradhan Mantri Van Dhan Yojana (PMVDY) the villagers are now more aware of the economic value, marketing and the food processing method of the MFPs through Value Addition. So all the products are forest produced and are sourced by the Tribals from the nearby forest areas of Churachandpur District.
Process of production	It involves Collection of raw materials from the forest, sorting, washing, cleaning, processing steps like boiling, drying, grinding etc. and post-processing steps like quality checks, packaging etc.
Benefit of the Product	The VDVK products like candy (gooseberry, pineapple, Ceylon olive, wild apple, ginger), juice (pineapple, gooseberry, wild apple), Pickles (bamboo shoot, gooseberry, lemon, mango) are in huge demand. Since they are made without adding any chemicals except for preservatives, they retain their nutritive content.

5.4 Location 4 – Kamjong district

Operations and business model of the identified VDVKs Kamjong

VDVK	Value Addition	Branding	Packaging	Challenges faced	Proposed
Kamjong VDVK	Dried and candied (sweet/salty), wild apple candy and powder, King Chilli Pickle, Bambooshoot Pickle, packed, Ginger candy	Product sold under the brand named “Komo-Chum VDVK Kamjong” with tagline ‘Taste of Kamjong’	Product packed properly as per safety guidelines; in plastic bottle, plastic pouch with sticker mentioning the details of the	Inaccessible to easy marketing platform, unaffordable and unavailability of food processing machinery/ packaging materials, Power backup problem.	To improvise the machinery/ technology in integration with the traditional practice of

			product and manufacturer.		food processing,
Kasom Khullen Phungrum VDK	Dried and candied (sweet/salty), wild apple candy and powder, King Chilli Pickle, Bambooshoot Pickle, packed, Ginger candy	Product sold under the brand named “Phungrum Kasom VDK Kamjong” with tagline ‘Taste of Kamjong’	Product packed properly as per safety guidelines; in plastic bottle, plastic pouch with sticker mentioning the details of the product and manufacturer.	Inaccessible to easy marketing platform, unaffordable and unavailability of food processing machinery/ packaging materials, Power backup problem.	To improve the machinery/ technology in integration with the traditional practice of food processing,

- **Industry Experience of Implementing Agency:** The Implementing agency (i.e Kamjong Forest Division) hired well-trained certified local trainers to train and guide the SHGs. The training was held frequently since the implementation of the project at the grassroot village level considering the conveniences of the beneficiaries.
- **Industry Experience of VDKs:** The VDKs beneficiaries are well trained by the trainers on food processing like making of Candy, pickle, juice, packaging etc. The VDKs beneficiaries are now well aware of the Food processing technique, its uses, economical value of the minor forest produce through the practical experiences after the implementation of PM Van Dhan Yojana.
- **Background of Current Business, Business Model:** The 2 VDKs (i.e Kamjong & Kasom Khullen Phungrum) have till date sold approximate amount of Rs. 5.9 Lakh of different product processed from the minor forest produce through value addition excluding some other negligible products. The implementing agency is planning to upgrade the current business by procurement of more machinery/ technology for food processing and packaging.

Process description including the list of activities performed for value addition in Kamjong District

Features	Details
Background of the Products	Forest Resources are found abundantly in wild under Kamjong District including the Minor Forest Produces (MPFs) like Hill broom grass, Gooseberry, Dalchini (Cinnamon), Tejpatta, Wild apple, Bamboo, Bamboo shoot etc. With the implementation of the Pradhan Mantri Van Dhan Yojana (PMVDY) the villagers are now more aware of the economic value, marketing and the food processing method of the MFPs through Value Addition. So all the products are forest produced and are sourced by the Tribals in the mentioned districts
Process of production	It involves Collection of raw materials from the forest, sorting, washing, cleaning, processing steps like boiling, drying, grinding etc. and post-processing steps like quality checks, packaging, labelling and brading etc.
Benefit of the Product	The VDK products like candy (gooseberry, wild apple, ginger), juice (gooseberry, wild apple, <i>Rhus chinensis</i>), Pickles (gooseberry, lemon, mango, bambooshoot) are in huge demand mainly as the dessert, appetizer.

6. Details of products being produced by VDVKs

<u>S.no</u>	District	Name and Location of VDVK	Product	Volume Produced	Cost of Product (In Rs.) (per unit)
1	Ukhrul	Hungphung VDVK, Hungphung Kaziphung	Amla, Honey, Wild apple, Wild Olive, Mushroom, Rhus semialata (heimang)	Amla – 7800 kgs/lit Honey – 2100 lit Wild apple – 9000 kg/lit Rhus – 550 kg Wild Olive – 6000 ltr Mushroom – 8000 kg	Amla Candy – 100 Amla Juice - 100 Heimang Tea bags – 150 Wild apple candy – 100 Wild apple Juice – 100 Wild Olive Juice – 100 Honey – 800 Mushroom – 120
2		Ukhrul Central VDVK, Hungphung Kaziphung	Amla, Honey, Wild apple, Wild Olive, Mushroom, Rhus semialata (heimang)	Amla – 7500 kgs/lit Honey – 2100 lit Wild apple – 22000 kg/lit Rhus – 500 kg Wild Olive – 6000 ltr Mushroom – 7500 kg	Amla Candy – 100 Amla Juice - 100 Heimang Tea bags – 150 Wild apple candy – 100 Wild apple Juice – 100 Wild Olive Juice – 100 Honey – 800 Mushroom – 120
3	Senapati	Senapati VDVK, Chawainamei Khullen	Amla, Wild apple, black olive, chorphon olive, bamboo shoot, wild mushroom, fig	Amla – 24389 kg/lit Wild apple – 31600 kg/lit Bambooshoot – 7889 kg Olive – 3000 kg Mushroom - 2000 kg	Amla Candy – 100 Amla Juice - 100 Bambooshoot dry – 200 Bamboo fermented - 200 Wild apple candy – 100 Wild apple Juice – 100 Olive – 150 Mushroom – 115
4		DADA VDVK, Chawainamei Khullen	Amla, Wild apple, olive, honey bamboo shoot	Amla – 12340 kg/lit Wild apple – 1200 kg/lit Bambooshoot – 7889 kg Olive – 6400 kg Mushroom - 2000 kg	Amla Candy – 100 Amla Juice - 100 Bambooshoot dry – 200 Bamboo fermented - 200

<u>S.no</u>	District	Name and Location of VDVK	Product	Volume Produced	Cost of Product (In Rs.) (per unit)
					Wild apple candy – 100 Wild apple Juice – 100 Olive – 150 Mushroom – 115
5	Churachan dpur	Singngat VDVK, Signgat	Bambooshoot Pickle, Pineapple Juice/ Squash, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Pineapple Jam , Ginger powder/Candy, Ceylon Olive (Elaeocarpus serratus) jam, King Chilli Pickle,Mango Pickle	Bambooshoot Pickle - 1500 kg Pineapple Juice/ Squash-2000ltr Turmeric Powder-700 kg Gooseberry Candy/pickle - 500kg Wild apple candy- 300kg Pineapple Jam -300kg Ginger powder/Candy- 200kg Ceylon Olive (Elaeocarpus serratus) jam-250kg King Chilli Pickle- 200kg Mango Pickle-250kg	Bambooshoot Pickle-130, Pineapple Juice/ Squash - 100 Turmeric Powder - 140, Gooseberry Candy/pickle -75 Wild apple candy-75 Pineapple Jam-120 Ginger powder/Candy - 120 Ceylon Olive (Elaeocarpus serratus) jam -200 King Chilli Pickle - 230 Mango Pickle-76
6		Kapiah VDVK, Signgat	Bambooshoot Pickle, Pineapple Juice/ Squash, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Pineapple Jam , Ginger powder/Candy, Ceylon Olive (Elaeocarpus serratus) jam, King Chilli Pickle,Mango Pickle	Bambooshoot Pickle - 1500 kg Pineapple Juice/ Squash-2000ltr Turmeric Powder-700 kg Gooseberry Candy/pickle - 500kg Wild apple candy- 300kg Pineapple Jam -300kg Ginger powder/Candy- 200kg Ceylon Olive (Elaeocarpus serratus) jam-250kg King Chilli Pickle- 200kg Mango Pickle-250kg	Bambooshoot Pickle-130, Pineapple Juice/ Squash – 100 Turmeric Powder – 140 Gooseberry Candy/pickle -75 Wild apple candy-75 Pineapple Jam-120 Ginger powder/Candy - 120 Ceylon Olive (Elaeocarpus serratus) jam -200 King Chilli Pickle - 230 Mango Pickle-76

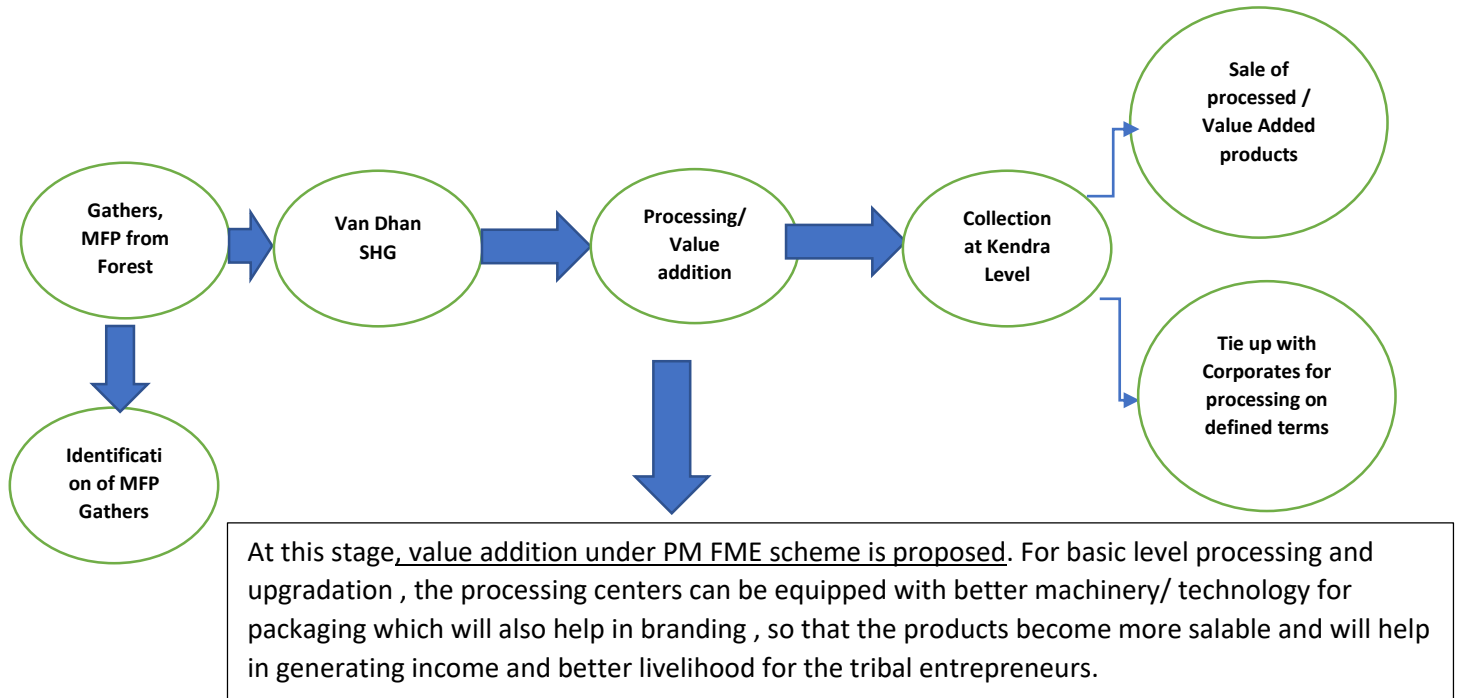
<u>S.no</u>	District	Name and Location of VDVK	Product	Volume Produced	Cost of Product (In Rs.) (per unit)
7	Kamjong	Kamjong VDVK, Kamjong HQ	Bambooshoot pickle/dried, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Dalchini stick/powder, Ceylon Olive (Elaeocarpus serratus) jam, King chilli Pickle, Ginger Candy	Bambooshoot pickle/dried-2000kg Turmeric Powder,-2000kg Gooseberry Candy/pickle-2000 kg Wild apple candy-1000kg Dalchini stick/powder-1000kg Ceylon Olive (Elaeocarpus serratus) jam - 500kg King chilli Pickle-2500kg Ginger Candy-1000kg	Bambooshoot pickle/dried-100 Turmeric Powder-120 Gooseberry Candy/pickle-120 Wild apple candy-150 Dalchini stick/powder-200 Ceylon Olive (Elaeocarpus serratus) jam – 200 King chilli Pickle - 225 Ginger Candy-100
8		Kasom Khullen VDVK, Kamjong HQ	Bambooshoot pickle/dried, Turmeric Powder, Gooseberry Candy/pickle, Wild apple candy, Dalchini stick/powder, Ceylon Olive (Elaeocarpus serratus) jam, King chilli Pickle, Ginger Candy	Bambooshoot pickle/dried-2000kg Turmeric Powder,-2000kg Gooseberry Candy/pickle-2000 kg Wild apple candy-1000kg Dalchini stick/powder-1000kg Ceylon Olive (Elaeocarpus serratus) jam - 500kg King chilli Pickle-2500kg Ginger Candy-1000kg	Bambooshoot pickle/dried-100 Turmeric Powder-120 Gooseberry Candy/pickle-120 Wild apple candy-150 Dalchini stick/powder-200 Ceylon Olive (Elaeocarpus serratus) jam – 200 King chilli Pickle - 225 Ginger Candy-100

7. Marketing and distribution of products

- Haat bazaar, Tadubi Rural Haat, Mao Rural Haat and Senapati Rural Mart. Local markets like Tuibuong market, New Lamka, Old Lamka, Moirang Lamkhai market, Mobile VDVK truck, TRIBES India Outlet in Imphal, Departmental stores in Churachandpur and Imphal etc. are the main place of marketing centre for products made by Singngat and Kapiach VDVK.
- E-market place of TRIFED
- Exhibitions (Adi Mohotsav)
- Retail outlets of Trifed (128)

- Government agencies and institutions: Open stalls or haat at the District Administration office compound during any State function or district level functions from time to time.
- Tribes India on wheels- Mobile Vans

8. Process and integration of PM FME scheme



(To be filled by the State
Nodal
Department/Implementing
Agency)

	Budget with description	Unit	Unit cost in Rupees	Expenditure in Rupees
1	Capacity building (It includes all cost related to basic orientation, skill upgradation or any other type of training costs)			
a				
b				
c				
2	Mini TRIFOOD unit			
I	Infrastructure			
	Premises improvements			
	Storage area			
II	Machinery and equipment			
	<i>(Tentative name of tools and equipments. The following are just indicative names . Please use name of equipments required in the proposed processing unit)</i>			
a	Grinder			
b	Pulveriser Machine			
c	Bag sealing machine			
d	Cleaning and grading machine			
e	Digital Weight Machine			
f	Water Proof Tarpuiline/Poly sheet			
g	Moisture Meter			
	Other Miscellaneous			
3	Working Capital (3 months)			
	Inventory holding : Cost of Raw materials required for three months)			
	Wages			
4	Any other cost			
	Total Project Costs (1+2+3+4)			

Annexure IV

Utilization Report of last instalment released to Mini TRIFOOD Unit

Sl.No	Name of the Mini TRIFED Unit	Date of sanction by SNA on the proposal .	Amount released for the Mini TRIFOOD Unit by State Implementing Agency (In Lakhs)	Last Instalment released by SNA (In lakhs)	First Instalment released on date by SNA	Activities taken up in the Mini TRIFOOD Unit	Expenditure Done on the Mini TRIFOOD Unit by State Implementing Agency (In lakhs)	Documents of proof/Invoice and payment receipt for the expenditure incurred.

Completion Report:

Format for completion report would be decided by MoFPI and TRIFED.

Sample Format for Completion Report :

Completion Report of Mini TRIFOOD Units		
Sl.No	Activities	Status
1	Mini TRIFOOD Unit	
2	Name of the Implementing Agency	
3	No. of Beneficiaries in the Mini TRIFOOD Unit	
4	Name of Minor Forest Produces (MFPs) /others Proposed for Value Addition	
5	Total Member Trained (Training details to be attached in annexure)	
6	Status of purchase and placement of Tool Kit/Equipment, Trainer etc. for the Mini TRIFOOD Unit	
7	Status of Identification of Buyers, Markets etc. for the VDVKs	
8	Marketing linkages for value added products retail chains etc.	

9	Storage facilities for raw produce and final processed products	
10	Total Sales of the value added product manufactured under Mini TRIFOOD Unit	