Department of Agriculture & Cooperation
Ministry of Agriculture
Government of India

201

Information System for Quality Pesticides (Service 1)

Version 1.1

Agricultural Mission Mode Project under National e-

NIC formatics Division
matics Centre
Department of Information Technology
Ministry of Communications & Information Technology
Government of India

SAHARA next
Sahara India Center
2, Kapoorthala Complex, Aliganj
Lucknow – 226002, India

Amendment Log

Version Number	Date	Change Number	Brief Description	Sections change
0.01 Draft	25/01/2012	-	Draft	All.
1.0	24/02/2012	-	Added on the Basis of VC with all Seven States	Addition in 3.2.3.2 & 2.2.1.2.6 (License Application, Work Flow)
1.1	01/06/2012	-	Added Pesticide Quality Testing of CIL & RPTLs as per request from NIC	Addition in 2.2.1.2.8 & 2.2.1.1
1.2	01/03/2013	-	1)Added all 9 Performa's provided by Plant Protection Division, DAC 2) Incorporated Feedback received from MP 3) Incorporated Feedback received from ASSAM	Addition from 3.7.10 to 3.7.18 ; Revised all the Sections related to added new Performa's

Contents

1. INTRODUCTION

1.1 Purpose

The purpose of this document is to unambiguously specify the software requirements for a web based application to disseminate information on quality pesticides to be accessible through SAP from now on based on the requirements received from **Ministry of Agriculture**. "The requirements stated in this SRS document should be read in conjunction with enterprise-wide requirements to be commonly implemented across all CAP applications.

1.2 Scope

The scope of this document is to identify the software requirement specifications relating to e-enablement of service i.e. information on quality Pesticides, their delivery through Citizen Service Center, and the internet at Central Ministry (Department of Agriculture & Cooperation, GoI), State Agriculture Department and Agencies, District and Block level Agriculture offices. The project would focus on enabling electronic delivery of service as far as possible, and does not include internal automation of agriculture department / agencies.

a) This document would cover the software requirements specifications for the following three Services:

- Information Dissemination System on Quality pesticides

b) The service are further categorized under following service components;

- Information Dissemination System on Quality Pesticides
  The proposed service aims at providing

- Information of pesticide prices and availability with dealers as well as dealers network

- Automation of existing backend processes or sub services to decrease the lead time in processing applications and to provide the most up to date information on

  a. License to manufactures

  b. License to sell, stock or exhibit for sale or distribute insecticides

  c. License for commercial pest control operations

  d. Quality Control & Assurance Mechanism for Pesticide

- Expert advice on any specific issues related to pesticide which would be answered by appropriate domain experts

- Mechanism for grievance management with regards to a specific activity / process within the state and central government framework.

- Integration with computerized registration of pesticide (CROP)

- Information on good agriculture practices (e.g. Integrated Pest Management & Seed Treatment)

c) *Further the service components are being mapped with the applications identified on the basis of content management, transactions and workflow as specified below:*

Service Component to Application Mapping

Content Based Components		
Sr No.	**Service Component**	**Application**
1.	Package of Practices (Pesticides)	e. Knowledge Management Application
2.	Prices of Pesticides	- Knowledge Management Application
3.	Dealer Network of Pesticides	f. Knowledge Management Application g. Pesticide Registration Application h. License Application (L1) for Manufacturing/ Wholesale/ Pest Control (State Level) i. License Application (L2) for Wholesaler/ Retailer/ Pesto Control (Range Level) j. License Application for retailers (L3) (district level/Block level)
4.	State wise availability of Pesticides	k. Knowledge Management Application l. ---------------------------(to be filled)
5.	Quality Control & Assurance for Pesticides	m. Knowledge Management Application n. Testing Lab Application
6.	Crop Diseases	- Knowledge Management Application
7.	MIS Reports	- Agri MMP Dashboard

Transaction Based Components		
S.No.	**Service Component**	**Application**
8.	Grievance Management	Grievance Management Application
9.	Expert Advisory	Expert Advisory Application

Workflow Based Components		
S.No.	**Service Component**	**Application**
10.	Pesticide Registration	o. Integration with Pesticide Registration Application p. Integration with CIBRC (Central Insecticides Board and Registration Committee) q.
11.	r. License to manufactures s. License to sell, stock or exhibit for sale or distribute insecticides t. License for commercial pest control operations	u. License Application (L1) for Manufacturing/ Wholesale/ Pest Control (State Level) v. License Application (L2) for Wholesaler/ Retailer/ Pesto Control (Range Level) w. License Application for retailers (L3) (district level/Block level)
12.	Collection of samples , test results and recommendation for issuing QCA (Quality Control Assurance)	x. Testing Lab Application

d) The activities need to be performed under the scope are:

- Creation of databases with respect to the service components and their applications.

- Daily/Weekly/Monthly updation of the databases

- Retrieval of information through Graphical User Interface (GUI) based user-friendly queries.

- Generation and issue of periodic reports (Daily/Weekly/Monthly/Quarterly/ Annually) to Headquarters using the computerized system.

- Initiation of service requests through service delivery channels (CSC, Department, KCC, SCC, Private Kiosks, Mass Mobile, IVRS, Agri. clinics and Agri. business centers); which would be processed by the Central and State Agriculture Portals (depending on the level of service request generation and processing location).

- A decision support system (DSS), which would provide various alternatives for taking critical decision through an interactive system using the above mentioned databases. As per the knowledge provided, interface for decision support system has not been identified yet.

- Generation of Dynamic Query

1.3 Stakeholders

1.3.1 INTERNAL STAKEHOLDERS

1. **Central Government**

   - Department of Agriculture & Cooperation

   - Directorate of Plant Protection, Quarantine & Storage (DPPQS)

   - Central Insecticides Board and Registration Committee

   - Central Insecticides Laboratory and Regional Pesticide Testing Laboratories (Center :1 Regional:2)

   - Central Integrated Pest Management Centres (35)

   - National Institute of Plant Health Management, Hyderabad

   - Indian Council of Agricultural Research

   - National Center of Integrated Pest Management and other institutions

2. **State Government**

   - Department of Agriculture

   - Attached Offices & Directorates

   - State Pesticide Testing Labs(49)

   - Academic & Research Institutions

   - State Agricultural Universities, KVKs, ATMAs, Other Agriculture Extension Units

1.3.2. EXTERNAL / BENEFICIARIES OF PORTAL

3. <u>Farmers</u>

- Individual farmers
- Farmer groups
- Farmer cooperatives

4. <u>Private Sector</u>

- Manufacturers (Standard Manufacturers, Mixing units)
- Wholesalers / Dealers of Pesticide (retailers)
- Importers and exporters of agriculture produce
- Traders, Buyers and Commodity Exchanges
- Call Centers
- Agri Business Clinics & Centers

1.4 Definitions, acronyms, and abbreviations

1.4.1 ABBREVIATIONS

SRS	Software Requirement Specification
CAP	Central Agriculture Portal
SAP	State Agriculture Portal
GAP	Good Agriculture Practice
IT	Information Technology
IVRS	Interactive Voice Response Service
JD	Joint Director
KCC	Kissan Call Center
KKMS	Kissan Knowledge Management System
KVK	Krishi Vigyan Kendra
MIS	Management Information System
MMP	Mission Mode Project
MSP	Minimum Support Price
NeGP	National e-Governance Plan
NIC	National Informatics Centre

POP	Package of Practice
SAP	State Agriculture Portal
SAU	State Agriculture University
SMS	Short Message Service
ICAR	Indian Council of Agricultural Research
FMS	Fertilizer Monitoring System
MFMS	Mobile Fertilizer Monitoring System
JDA	Joint Director of Agriculture
ADA	Assistant Director of Agriculture
SADO	Senior Agriculture Divisional Officer
DOA	Director of Agriculture
DDPP	Dy Director of Agriculture – Plant of Protection
JDA	Jt. Director of Agriculture
DAO	District Agriculture Officer
CIBRC	Central Insecticides Board and Registration Committee

1.5 References

Assam:

- Discussion with following Stakeholders regarding Pesticide:
- Mr. S.J. Bhuiyan, JDA
- Dr. B. K. Kalita, SBCL
- Mr. B. K. Baruah, SDAO(IPM), SBCL
- Dr. P. K. Pathak, Surveillance Officer (HQ)
- Mr. A. N. M. Saleh, State Coordinator, CSS(ATMA)
- Dr. B Hazarika, Asst. Director (Adm.)
- Mr. S. Kalita, SDAO

Himachal Pradesh :

- NIC Office, Shimla / Mr. Ajay Chahal (Technical Director, NIC)

- NIC, Shimla / Mr. Sandeep Kumar (Sr. System Analyst, NIC)

- Agriculture Secretariat / Mr. Sameer Sharma (State Agriculture Information officer)

- Agriculture Secretariat / J.C. Dharmani (Senior Analyst Chemist)

- Agriculture Secretariat / Mr. Mahendra Bhawani (ADO/Analyst – SPTL)

- Agriculture Directorate / Mr. R. N. Thakur (Plant protection officer)

- Agriculture Directorate / Dr. Raghveer Singh Thakur (Deputy Director, Shimla District)

- Agriculture Directorate / Mr. Munish Sood (ADO, Deputy Director Office, District Shimla)

- Agriculture Directorate / Mr. Joginder Sharma (AEO, Deputy Director Office, District Shimla)

- Agriculture Directorate / Dr. Hemraj Thakur (Subject Matter Specialist, DD Office, District Shimla)

Jharkhand:

For information on Pesticides

- Discussion with officials of various Directorate of Agriculture of state and central government

- www.bau-eagriculture.com

- Various papers published at the government and university domains.

- Existing applications in the states.

- Discussion with Following Stakeholder in Jharkhand State regarding Pesticide:
  - Shri Sukhdev Brahmon, Dy Director – Plant Protection
  - Shri Manoj Kumar Gupta
  - Shri Banshi Dhar Srivastava
  - Shri Bimal Baxla, DAO
  - Shri Asim Venit Tigga

Karnataka:

- *http://seednet.gov.in/*
- *http://kssca.kar.nic.in/*
- Discussion with Ms H.B.Shobha, DDA Plant Protection
- Discussion with Mr Somashekhar, Agriculture Officer, Plant Protection
- Discussion with Mr RameGowda, Agriculture Officer, SPTL
- Report formats and forms shared by team (Xerox copy already sent to Monica)

  Websites

- http://www.agricoop.nic.in/sublegi/FertilizerControlOrder.htm

Kerala:

- *http://keralaagriculture.gov.in*

- *http://www.kisankerala.net/home.jsp*

- *http:///karsheekakerala.org*

- *http://kau.org*

- *http://uravaru.gov.in*

- Sri. Nizar, Asst. Director of Agri (PP)

- Smt. Jeeja, Asst. Director of Agri (CP)

- Smt. Beena, AO,(insecticide,STL,parotukonam)

Madhya Pradesh:

- Package of Practices (From JLNKVV)
- Technologies for Productivity Improvement
- Crop Production Techniques
- Diary 2012
- Rabi Plant Protection, Special Edition
- Integrated Pest Management in Soya bin crop
- Kharif Plant Protection, Special Edition
- Discussion with Mr. B.L Tyagi, ADA, Pesticide
- Discussion with Mr. A.K Rai (Head- Implementation, JLNKVV, Jabalpur)
- Discussion with Mr. Ajay Bhonsle, KCC, Regional Coordinator, Indian Society of Agribusiness Professionals
- http://mpkrishi.org

Maharashtra:

- http://www.mahaagri.gov.in
- Smt. K.J. Honrao, Technical Director, NIC, Pune
- Mr. Anil Deshmukh, Campion Officer
- Mr. B.G. Palghadmal, Agriculture Development Officer
- Mr. B.S. More, Analytical Chemist (Insecticides)

- Mr. Rohidas K. Masalkar (Agriculture Officer – Pesticides)

- Mr. Raju Gandhi (Dealer)

- http://cibrc.gov.in

- http://wbagrisnet.gov.in

- http://upagriculture.nic.in

- http://NCIPM.org.in

- http://dackkms.gov.in/KKMS

1.6 Overview

1.6.1 *PROBLEMS / ISSUES ADDRESSED BY AGRICULTURE MMP*

Key limitation in the delivery of services in the agriculture sector has been the availability of, and access to multiple service delivery channels that are there in the vicinity of the farmers and the private sector at the grass root level.

The Agriculture MMP has been designed with a view to provide end to end services to the farmers and private sector. During the Phase I and initial stages of the Phase II of the project, the project team interacted with the above identified stakeholders through structured discussion to understand their needs, key problems & issues faced and their requirements / expectations from the proposed solution.

The following section provides a detailed analysis of the key problems and issues faced by these stakeholders that the proposed project is designed to address. These problems and issues have been classified with regards to individual services that are proposed to be delivered through the Agriculture MMP. The following table details the key problems and issues faced by the stakeholders.

SN	Service	Issues / Problems (Lack Of / Unavailability of / Access to)
1.	Providing information on quality Pesticides	- Localized GAPs & POPs in vernacular languages - Multiple GAPs & POPs from a variety of sources across India with not necessarily uniform information - Timely information on GAPs and POPs - Information on prices of pesticides available in the region - Information on regional dealer network of pesticides suppliers - Searchable information on registered, banned, restricted for use & refused registration pesticides - Simple & easy to use information on Insecticides Act - Searchable information on pesticide testing labs & notified pesticide inspectors - Information on pesticide registration & licensing procedure - Status update on pesticide registration & licensing applications - Personalized resolution of queries related to pesticide usage Time taken to process registration / licensing applications

1.6.2 *CAUSES & EFFECTS OF PROBLEMS / ISSUES*

To summaries, the key problems and issues with regards to the delivery of need based services; the following can be identified / classified as the broad problem areas to be addressed under the Agriculture MMP:

1. Content Capture / Generation
2. Content Processing / Customization / Localization
3. Content Storage / Archival
4. Information Dissemination
5. No IT enablement in processes
6. Inadequate Manpower

This section provides a detailed analysis of the above identified broad problem areas to articulate their root causes and subsequent effects on the service delivery in the Indian agriculture sector.

Table 1: Root causes & effects of key problem areas

SN	Problem Area	Root Causes	Effects
1	Content Capture / Generation	Lack of standardized processes at State level	Varied process times which are inconsistent with the needs of the farmers
2	Content Customization	No clarity on roles and responsibilities	Content customization not happening on time/ as per need of the farmers
		Timely access to generated content	Up-to-date information not available
3	Content Storage / Archival	Content mainly stored as manual record	▪ Not easily searchable & accessible ▪ Limited circulation of documents ▪ Limited & costly information dissemination
4	Information dissemination	Lack of standardized formats at the state level	Differentiated quality of content across states
		Lack of adequate dissemination channel / training programs	▪ Farmers ignorant of latest technology & techniques ▪ Loss of opportunity of better production ▪ Farmers not getting right price for their produce
5	Manual processes	No IT enablement of processes	▪ Time consuming processes ▪ Record management becomes difficult ▪ No proper content management ▪ Challenge to develop MIS
6	Inadequate Manpow	▪ Financial burden ▪ Lack of trained manpower	▪ Content generation / processing is not on time ▪ Agriculture productivity gets affected

S N	Problem Area	Root Causes	Effects
	er	▪ Large number of villages	▪ Lack of guidance to farmers ▪ Lack of training programs

1.6.3 *PROPOSED SOLUTIONS PROVIDED BY THE MMP*

Keeping the limitations in mind the proposed technology solution strategically places key ICT interventions to be used at the central, state levels separately and together, and aligns them with the service delivery channels through appropriate networking and connectivity.
In addition, some of the existing ICT interventions that can be used for the delivery of the identified services have also been integrated in the proposed scenario.

The proposed solutions under the identified service components are specified bellow:

Service Components	Proposed Solutions
Information on - Good Agriculture Practices - Online video - Front line demonstration	Integration with Service-3
- IPM Package of Practices	Online - Information updated every season - Changes uploaded - Available instantaneously
Information on - Prices of Inputs - Dealer Network - Quality Control & Assurance - Registered Pesticide Products	Online - Information updated every season - Changes uploaded - Available instantaneously

- Banned and restricted for use Pesticides - Organic fertilizers & pesticides - Crop Pests, Insects & Diseases - Pest Prevention & Cure	
- Pesticide Stock with dealers and sale to farmers - Pest Infestation Status	Online - Information updated daily - Available instantaneously - Changes uploaded - To follow prescribed format
- Grievance Management - Expert Advisory	Integration with common application for Grievance Management and Expert Advisory
SMS based - Price alert - Alerts to Manufacturers/Pest control operator/ Wholesaler/ Retailer - Result, Status of application	SMS SMS sent within 2 hrs of information updating on the system
- Integration with Pesticide Registration System - License to manufactures - License to sell, stock or exhibit for sale or distribute insecticides - License for commercial pest control operations	Application Submission Online - Immediate Acknowledgement - Application Reference No. Availability of Forms Online - Available 24 x7 Status Tracking Online - Status Change

	Verification of documents
	Online
	- Documents verified within 30 days (as per feedback received from MP) of application submission
	Physical verification / Field Visit
	- Parallel activity while documents scrutinized at office
	- Inspection report submitted online
	Payment
	Online
	- Through Payment Gateway
	Availability of Service
	- Online, 24 x 7
	- 99.9% uptime

1.6.4 *STRUCTURE OF THIS DOCUMENT*

Chapter 1 provides an Introduction about the document.

Chapter 2 provides an image on the Current (AS-IS) Business Processes and Proposed (To-Be) Business Processes

Chapter 3 describes the Specific Requirements that include External Interface Requirements, Software Product Features, Performance Requirements, Design Constraints, Software System Attributes, Logical Database Requirements and Other Requirements.

External Interface Requirements of the software include user interfaces, hardware and communication interfaces, and interfaces with other software.

Software Product Features include all the functions that are required to be performed by the software and further for each of the functions the input required, processing involved, outputs and validation checks, if any. The functional requirements have been described in the form of use cases that depict the interaction between the actors and the system. Each use case includes preconditions for execution of the use case, triggering conditions that initiate the use case, post-conditions of the system after the use case is executed, normal and alternate flows, business rules, relationships with other use-cases, assumptions and special requirements, if any.

Design Constraints include standards, hardware limitations, etc.

Software system attributes include features like user-friendliness, Reliability, maintainability, security etc.

Logical Database Requirements include any information that is to be placed into a database, including

- types of information used by various functions

- frequency of use

- accessing capabilities

- data entities and their relationships

- integrity constraints

- data retention requirements

Data Requirements include a description of various entities in the system and their attributes.

2. OVERALL DESCRIPTION

2.1 Product Perspective

1. Information on package of practices that can be followed by the seasoned or new farmers for effective and efficient use of pesticides during the cultivation of crops

2. Information on prices prevalent in the nearest region of the farmer; as well as the dealer network

3. Information on quality control and assurance mechanism such as list of banned, registered & restricted for use pesticides, list of pesticide testing laboratories, notified pesticide inspectors.

4. Automation of existing backend processes or sub services to decrease the lead time in processing applications and to provide the most up to date information on

   a. registration of pesticides,

   b. License to manufactures

   c. License to sell, stock or exhibit for sale or distribute insecticides

   d. License for commercial pest control operations

5. SMS Based alerts and information dissemination.

6. Information on good agriculture practices (e.g. Integrated Pest Management & Seed Treatment) – integrated through SAP.

Service Components – Classification & Categorization:

SR	Service Name	Component Classification & Categorization					
		Content Based	**Category**	**Transaction Based**	**Category**	**Workflow based**	**Category**
1	Providing information on quality pesticides	Package of Practices	G2C	Pesticide prices and stock availability	G2C, G2B	Integration with Pesticide registration	G2B
		Prices of Pesticides	G2C	SMS Based Alerts	G2C	License to manufacture	G2B
		Dealer Network	G2C	Monitoring of Seed Treatment	G2G	Grant of permission for sale	G2B
		Quality Control & Assurance	G2C, G2B	Monitoring of Pesticide Production	G2G	License to sell, stock or exhibit for sale or distribute	G2B

SR	Service Name	Component Classification & Categorization					
		Content Based	Category	Transaction Based	Category	Workflow based	Category
						insecticide	
						License to pest control operations	G2B
						Pesticide Quality Testing	G2C,G2G
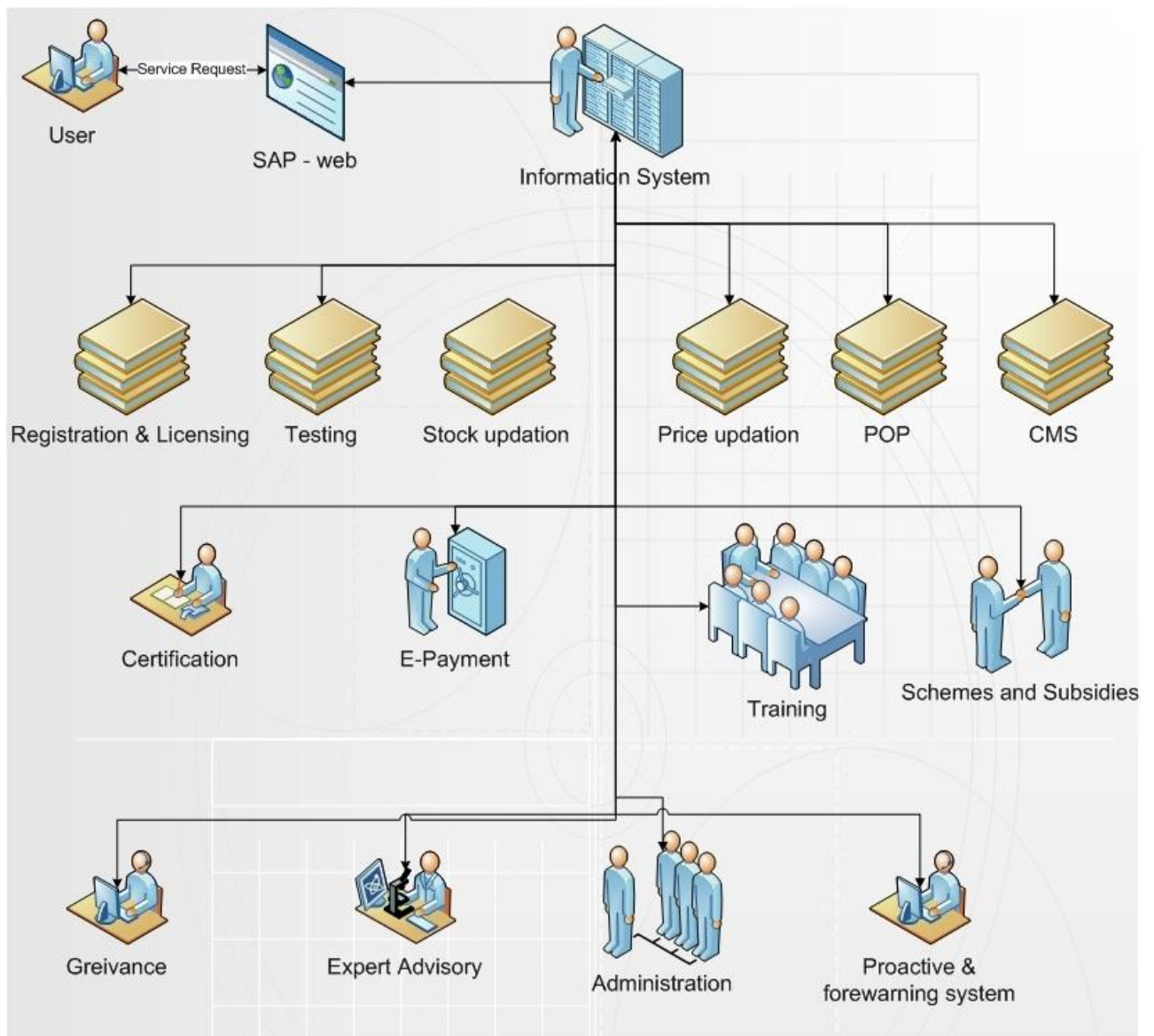
2.1.1 *SYSTEM INTERFACES*

The system shall so be designed that it should interoperable with other software being developed under NeGP. The applications shall be a web based application / interface which will be incorporated with features like online generation license, testing lab reports with the facility of viewing them online. These results shall be made available on SAP and CAP through web services for quick dissemination of results. All application shall also push SMSes to the stakeholders informing them about the status of application after issuance of the license within the system. In a similar manner information regarding Pesticide, Expert Advisory/Grievances systems shall be common modules.

2.1.1.1 System Architecture Diagram
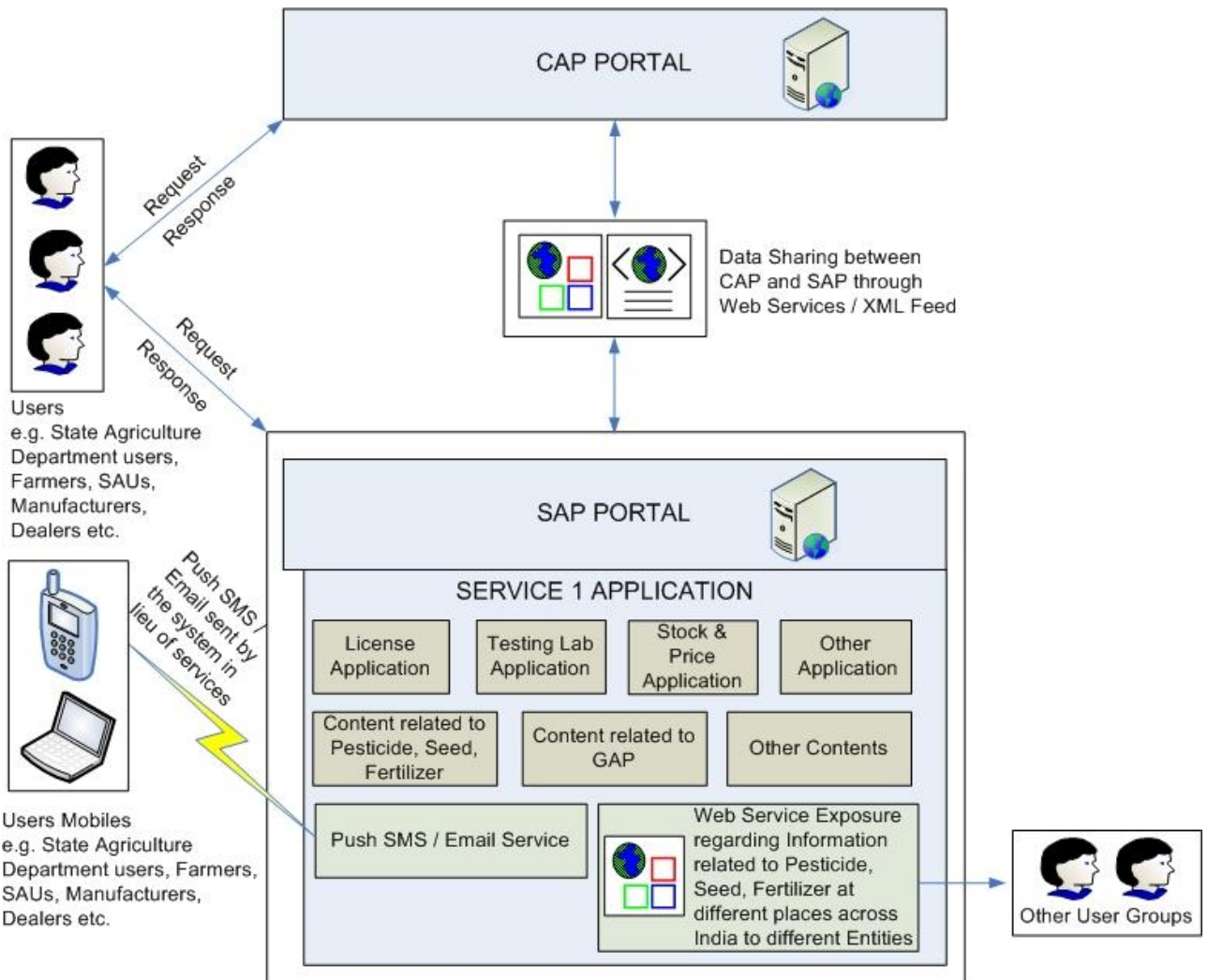
2.2 Product Functions

2.2.1 *INFORMATION SYSTEM FOR PESTICIDE*

2.2.1.1 Current (AS-IS) Business Processes

Department of Agriculture of State has following processes which managed manually:

1. IPM Package of Practices

2. Pesticide Availability & Price

3. Dealer Network

4. Licensing process for Manufacturer (New/ Renewal)

5. Process for Grant of sale Permission every year (New/ Renewal)

6. Licensing process for Wholesale and Retail (New/Renewal)

7. Licensing Process for sell, stock or exhibit for sale or distribute insecticide (New/ Renewal)

8. Licensing Process for Pest Control Operation

9. Pesticide Quality Testing-SPTL

10. Pesticide Quality Testing at CIL & RPTL

11. Monitoring of Seed Treatment Activity

12. Monitoring of pesticide poisoning cases

2.2.1.2 DESCRIPTION OF EACH SERVICE

Existing Process of each section has been described below:

2.2.1.2.1 IPM PACKAGE OF PRACTICES

This section belongs to IPM packages of practices. It contains the information related to control and management of insecticides for the crops based on IPM techniques. Presently IPM package for 77 crops are available in PDF format at http://ppqs.gov.in. Other existing contents relevant to the service are:

- Crop wise package of practice is available in Kisan Knowledge Management System (KKMS) ,developed by Extension Division , DAC (http://dackkms.gov.in/KKMS/)
- National Center for Integrated Pest Management has also developed a Pest and disease database (http://NCIPM.org.in**)**
- Information on registered chemical pesticide, Bio Pesticides, List of chemical   pesticides banned, restricted pesticide for use (Linkage from   http://cibrc.nic.in)
- Information on Pesticide recommendation for various crop (Linkage from https://pesticides-registrationindia.nic.in
- Safe handling of pesticides – The list has been regularly updated.

2.2.1.2.2 PESTICIDE AVAILABILITY & PRICE

Pesticide availability and prices at Govt. godowns

The declaration of pesticides prices are fixed as per the decision taken by purchasing committee of the   Directorate of Agriculture in every year internal.

The district storekeeper not below the rank of Inspector maintains the stock position which is kept under central godown in each districts in Assam

Pesticide availability and prices with private dealers

This section belongs to stock and price of pesticide available with dealers and retailers. The information regarding the stock and price at dealers is collected by DAO (District Agriculture Officer).

2.2.1.2.3 DEALER NETWORK

This section belongs to dealer's information in state. Dealer's details are available in hard copy at District Office. The dealers available throughout the district to run their selling business fall under this category. The dealer can apply for license for selling of pesticide. After verification of details specified in application, license issued to the dealer. The License is issued on three levels in state as State/ Range/ District Level. There are at present 160000 dealers of pesticide in India of type Cooperative, Private and of State Govt. Source: Minutes of Zonal conference in 2011.

2.2.1.2.4 LICENSING PROCESS FOR MANUFACTURER

This section belongs to that company or person who wishes to set up the manufacturing unit in state. Company shall register their pesticide from Central Govt. at Faridabad Laboratories in CIB. The company must have CIB certificate of registration for applying license of manufacturing/formulation of Pesticide in state.

Work Flow of Licensing of Manufacturer:

```
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│ Applicati   │      │  Scrutiny   │      │ Applicati   │
│ on Form     │ ───► │  of Form    │ ───► │ on &        │
│ III along   │      │  and        │      │ Challan     │
│ with        │      │  docume     │      │ forwarde    │
│ docume      │      │             │      │             │
└─────────────┘      └─────────────┘      └─────────────┘
                                                  │
                                                  ▼
┌─────────────┐                           ┌─────────────┐
│ Applicati   │                           │  Challan    │
│ on move     │ ◄──────────────────────── │  cleared    │
│ to DOA      │                           │  from       │
│ with        │                           │  treasury   │
└─────────────┘                           └─────────────┘
      │
      ▼
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│ DOA         │      │  Physical   │      │ Verificati  │
│ assigns     │ ───► │  verificati │ ───► │ on report   │
│ the         │      │  on Done    │      │ received    │
│ concern     │      │             │      │ by DOA      │
│ ed          │      │             │      │             │
└─────────────┘      └─────────────┘      └─────────────┘
                                                  │
                                                  ▼
                     ┌─────────────┐           ◇ Rep ◇
                     │  Got        │ ◄────────────
                     │  Grace      │
                     │  period     │
                     │  for        │                │
                     └─────────────┘                ▼
                            │              ┌─────────────┐
                            ▼              │ License     │
┌─────────────┐        ◇ Rep ◇ ─────────► │ Issued      │
│ License     │ ◄────────                  │ by DOA      │
│ Process     │                           │ in Form     │
│ cancelle    │                           └─────────────┘
│ d           │                                  │
└─────────────┘                                  ▼
                                           ┌─────────────┐
                                           │ License     │
                                           │ received    │
                                           │ in          │
                                           │ Personal    │
                                           └─────────────┘
```
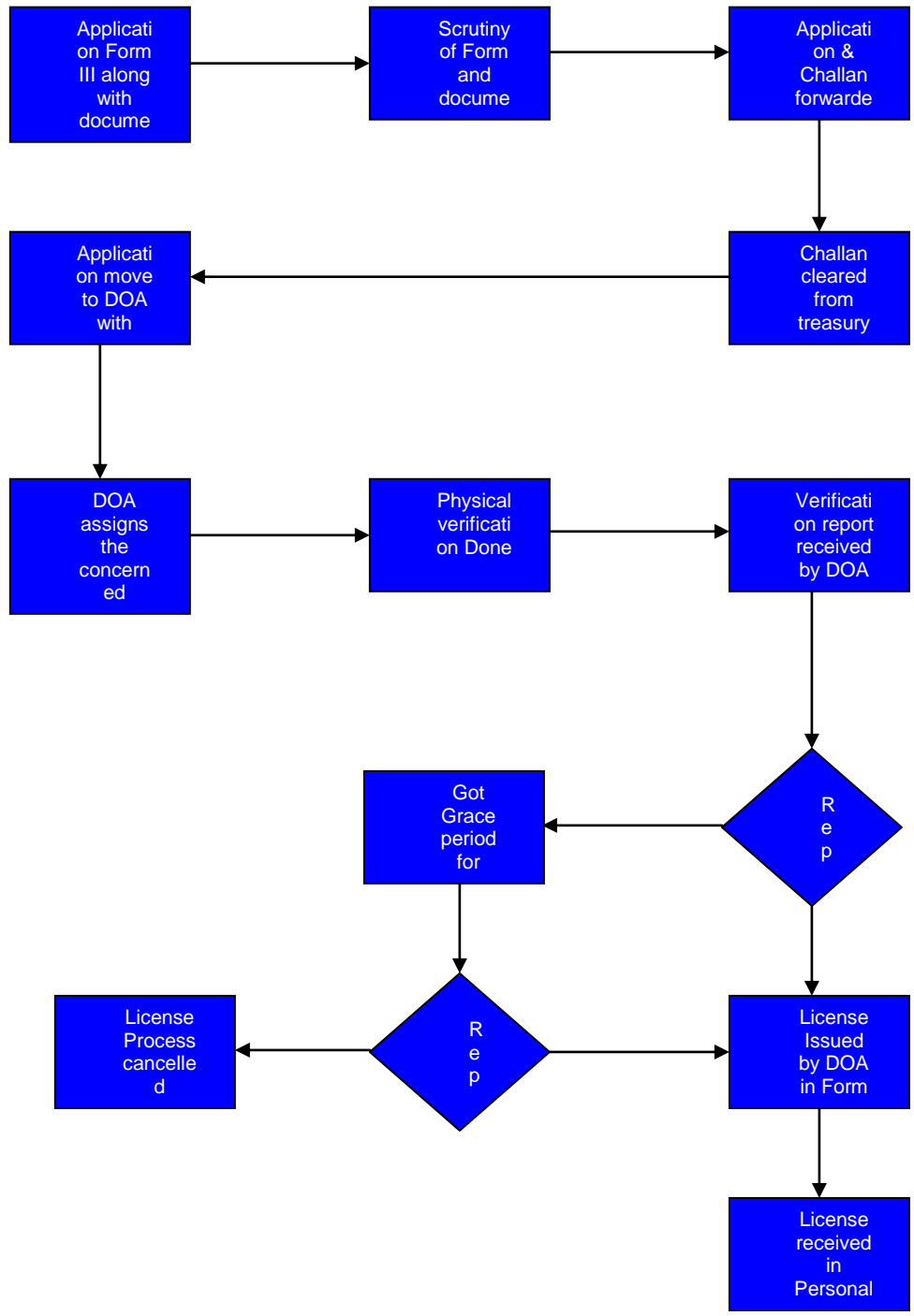
Process Description: Application in form III along with all documents submitted at Assistant Officer by the company. Scrutiny of Form and documents will be done by the assistant officer. Application moved to DOA for forwarding and counter sign on challan. Challan will be cleared by the treasury dept. and move for banking. One copy of challan remain with the bank, one copy move to treasury and one to company. Application along with the challan copy, move to the DOA. DOA assigns the concerned authority for physical verification of site and godown. After physical verification, concerned officer will send the inception report on prescribed format. Annexure B. Concerned Officer will send the report to the DOA with recommendation. In case of positive report, license will be issued otherwise applicant get the grace period for physical verification and again report is negative then license process is cancelled. DOA will issue the License for manufacturing at State level of Pesticide in Form V. License will be issued in personal or by register post to the applicant. License will be issued for 2 calendar Years only. Same process is done for renewal of license but application will be only in Form IV.

Process in Assam

Directorate of Agriculture will issue license recommended by DAO with proper format and as applied by the incumbent concern.

2.2.1.2.5 GRANT OF SALE PERMISSION TO WORK IN STATE FOR MARKETING OF PESTICIDE

Following States are granting permission for Marketing of Pesticide.

- Madhya Pradesh
- Karnataka

Process Description: Company shall submit a request at Directorate level of State with following documents:

> Application in Letter

> Memorandum of Article

> Certificate of Manufacturing of related State

> Principal Certificate

> Certificate of registration copy

> Board of Directors List

> Quality Certificate

> Affidavit of concerned quality control person of State

After verification of documents, DOA shall grant the permission for Marketing of Pesticide on the validity of documents and dispatch the Principal Certificate to all districts. Now Company or their dealers can apply for marketing license at district level.
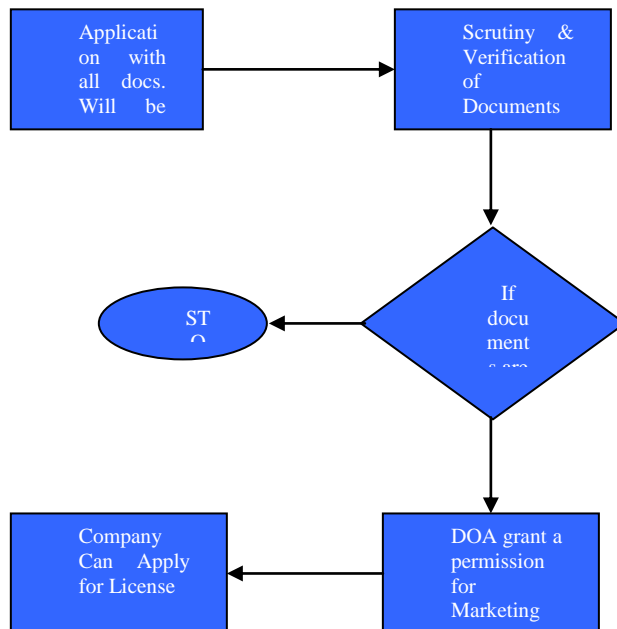
2.2.1.2.6 LICENSING PROCESS FOR WHOLESALE AT STATE LEVEL (NEW / RENEWAL)

Following States are issuing license for Wholesaler at state level.

- Assam
- Jharkhand
- Maharashtra

a. Licensing process for Wholesale for Assam State:

The application submitted by the person/ company who desire to obtain a license for wholesale at state level.

Actors involved:-

The applicant shall be able to download the Form VI from SAP.

S.No	Actor	Activity performed

1.	SDAO	Fills the document like storage capacity
		Inspector report
2.	DAO	Put comments on the document forwarded by SDAO
		Forwards the document to Director Agriculture
3.	Joint Director(PP)	Evaluates the corresponding documents attached with the Form VI entered by SDAO.
		Put Comments
4.	Director Agriculture	Approves application for new license
		Reject licenses application with reason

- Input:

  The Applicant comes with the fills Form VI along with treasury challan of Rs 300/- and other required documents.

  These are as follows:-

  Principal Certificate /Dealership certificate

  Driving License/bank passbook (having photograph/ passport(Xerox) of the applicant

  If partnership then registered partnership deed

  If limited then Memorandum of article

  Power of attorney /authority letter of authorized signatory in case of partnership firm.

  Any valid document for proof of ownership of the office room and godown or

  Rent agreement copy with of office and godwon if rented.

  NOC from owner of the godwon, if rented for permission for storage of pesticides

  Latest ASEB bill of the landlord of the office and godown.

Godwon undertaking /declaration by the applicant

GMC/GAON Pachyat (in rural area) Trade license

Road map of the office room and Godwon (sketch map)

- Process:

The SDAO fills the required documents that are attached with the Form VI.

The SDAO fills Inspector from, Storage facility form. The SDAO will **scan** the GMC trade license, Treasury challan, and PRINCIPLE certificate and electricity bill

TBD Will the SDAO scan the documents or there should a provision in the system to enter the information about GMC trade license, PRINCIPLE certificates, Treasury Challan. The SDAO forwards the document to DAO. The DAO puts there comments and sends the document to Director Agriculture. The Director Agriculture evaluates the document and sends Form to the Deputy Director (PP) agriculture for their comments. The Deputy Director (PP) evaluates the document and send it back to Director Agriculture with there comments. The Director Agriculture can issue the pesticides licenses, the director Agriculture can reject the request of applicant for pesticide license.

- Output:

Pesticide License – form VIII.

```
┌──────────────┐      ┌──────────────┐      ┌──────────────┐
│  Applicati   │      │   Scrutiny   │      │   Physical   │
│  on Form     │─────▶│   of Form    │─────▶│  verificati  │
│  VI along    │      │     and      │      │   on Done    │
│   with       │      │   docume     │      │   By DAO     │
│  docume      │      │              │      │              │
└──────────────┘      └──────────────┘      └──────────────┘
                                                    │
                                                    ▼
┌──────────────┐      ┌──────────────┐      ┌──────────────┐
│  Applicati   │      │   Compan     │      │   Challan    │
│  on move     │◀─────│  y issues    │◀─────│   cleared    │
│   to DOA     │      │  Principal   │      │    from      │
│   with PC    │      │  Certificat  │      │   treasury   │
└──────────────┘      └──────────────┘      └──────────────┘
       │
       ▼
┌──────────────┐           ◆
│  Applicati   │          ╱ ╲
│     on       │         ╱   ╲
│  Forwarde    │────────▶  R  ──────────────────────┐
│   d to DOA   │         ╲ e ╱                       │
│    with      │          ╲p╱                        │
└──────────────┘           ◆                         │
                           │                         │
                           ▼                         │
                    ┌──────────────┐                 │
                    │     Got      │                 │
                    │    Grace     │                 │
                    │   period     │                 │
                    │     for      │                 │
                    └──────────────┘                 │
                           │                         │
                           ▼                         ▼
┌──────────────┐           ◆               ┌──────────────┐
│   License    │          ╱ ╲              │   License    │
│   Process    │         ╱   ╲             │   Issued     │
│  cancelle    │◀───────  R  ────────────▶ │   by DOA     │
│     d        │         ╲ e ╱             │              │
│              │          ╲p╱              └──────────────┘
└──────────────┘           ◆                      │
                                                   ▼
                                          ┌──────────────┐
                                          │   License    │
                                          │  received    │
                                          │     in       │
                                          │  Personal    │
                                          └──────────────┘
```
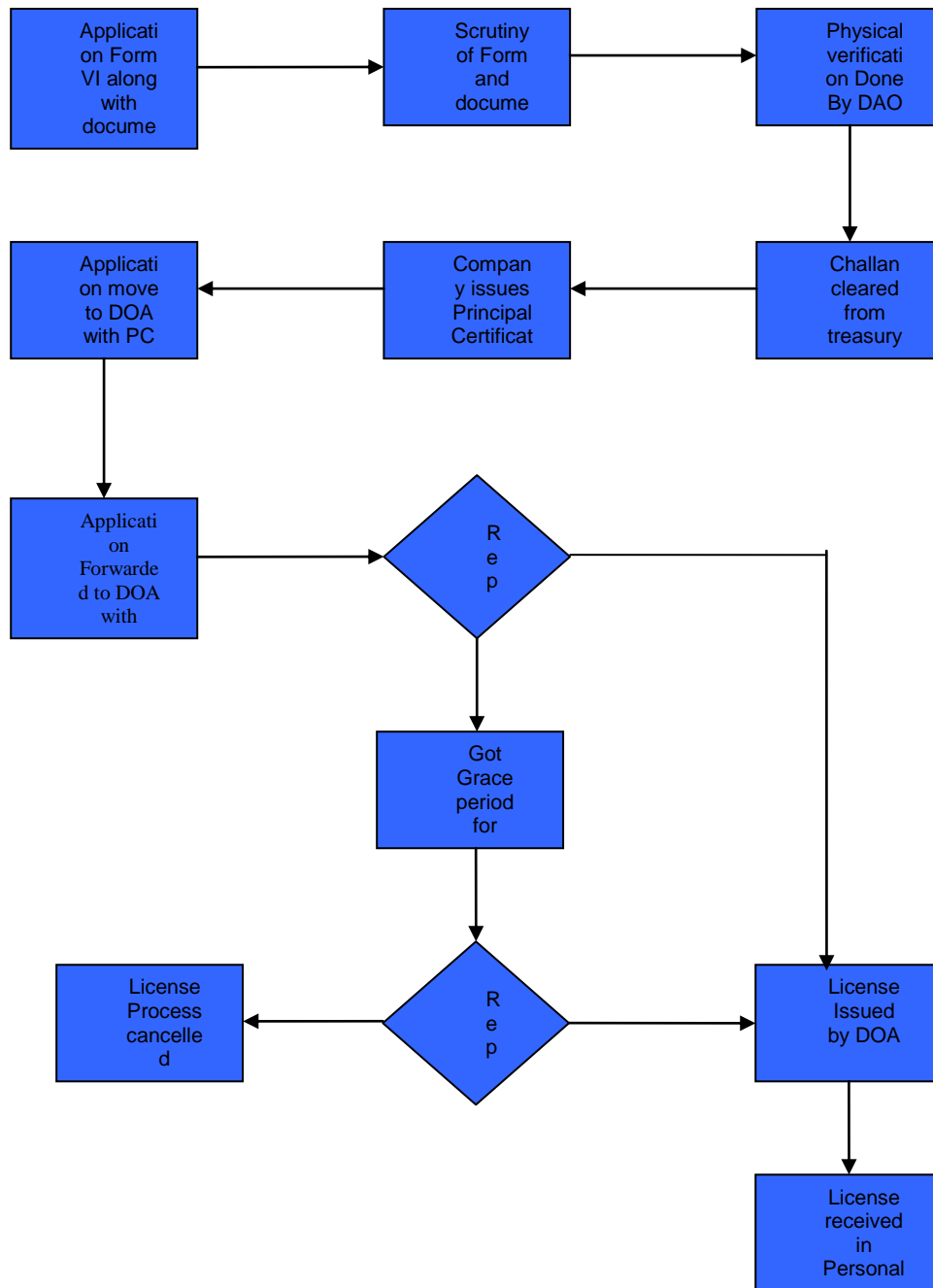
b. Licensing process for Wholesale for Jharkhand & Maharashtra State: The application submitted by the person/ company who desire to obtain a license for wholesale at state level.

Work Flow of Licensing of Wholesale For Jharkhand & Maharashtra State:

```
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│ Applicati   │─────▶│ Scrutiny    │─────▶│ Applicati   │
│ on Form     │      │ of Form     │      │ on &        │
│ VI along    │      │ and         │      │ Challan     │
│ with        │      │ docume      │      │ forwarde    │
│ docume      │      │             │      │             │
└─────────────┘      └─────────────┘      └─────────────┘
                                                 │
                                                 ▼
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│ Applicati   │◀─────│ Compan      │◀─────│ Challan     │
│ on move     │      │ y issues    │      │ cleared     │
│ to DOA      │      │ Principal   │      │ from        │
│ with PC     │      │ Certificat  │      │ treasury    │
└─────────────┘      └─────────────┘      └─────────────┘
       │
       ▼
┌─────────────┐      ┌─────────────┐      ┌─────────────┐
│ DOA         │─────▶│ Physical    │─────▶│ Verificati  │
│ assigns     │      │ verificati  │      │ on report   │
│ the         │      │ on Done     │      │ received    │
│ concern     │      │             │      │ by DOA      │
│ ed          │      │             │      │             │
└─────────────┘      └─────────────┘      └─────────────┘
                                                 │
                                                 ▼
                     ┌─────────────┐      ◇ Rep ◇
                     │ Got         │◀─────
                     │ Grace       │             │
                     │ period for  │             ▼
                     └─────────────┘
                            │
                            ▼
┌─────────────┐      ◇ Rep ◇      ┌─────────────┐
│ License     │◀─────       ─────▶│ License     │
│ Process     │                   │ Issued      │
│ cancelle    │                   │ by DOA      │
│ d           │                   │             │
└─────────────┘                   └─────────────┘
                                         │
                                         ▼
                                  ┌─────────────┐
                                  │ License     │
                                  │ received    │
                                  │ in          │
                                  │ Personal    │
                                  └─────────────┘
```
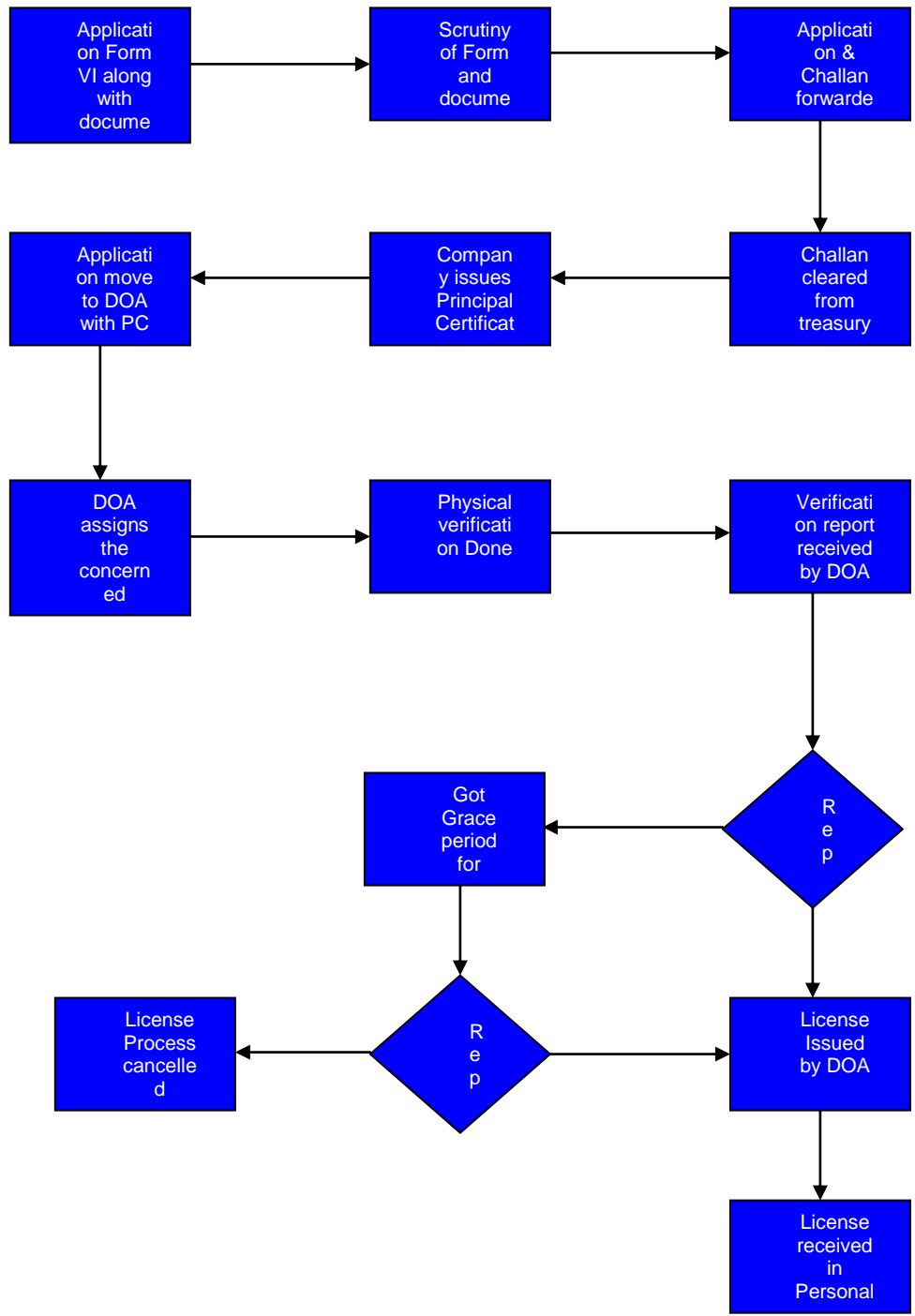
Process Description: Application in Form VI along with all documents submitted in the Dept. of agriculture office at director of Agriculture's assistant officer. Scrutiny of Form and documents will be done by the assistant officer. Application moved to DOA for forwarding and counter sign on challan of Rs 300. Challan will be cleared by the treasury dept. and move for banking. One copy of challan remain with the bank, one copy move to treasury and one to company. Company will issue the Principal Certificate on the basis of challan copy. Application along with the challan copy and principal certificate, moved to the DOA. DOA assigns the concerned authority for physical verification of site and godown. After physical verification, concerned officer will send the inception report on prescribed format. Annexure B. Officer will send the report to the DOA. In case of positive report, license will be issued otherwise applicant get the grace period for physical verification and again report is negative then license process is cancelled. DOA will issue the License for marketing at State level of Pesticide in Form VIII. License will be issued in personal or by register post to the applicant. License will be issued for 2 calendar Years only. Renewal process is the same as new license only application will be submitted in Form VII.

c.Licensing process for Wholesale and Retailer at Range Level (New/ Renewal): The range level license will be issued in following states:

- Jharkhand
- Maharashtra (Mumbai is Only Divisional/ Range Level. Office is in Thane)
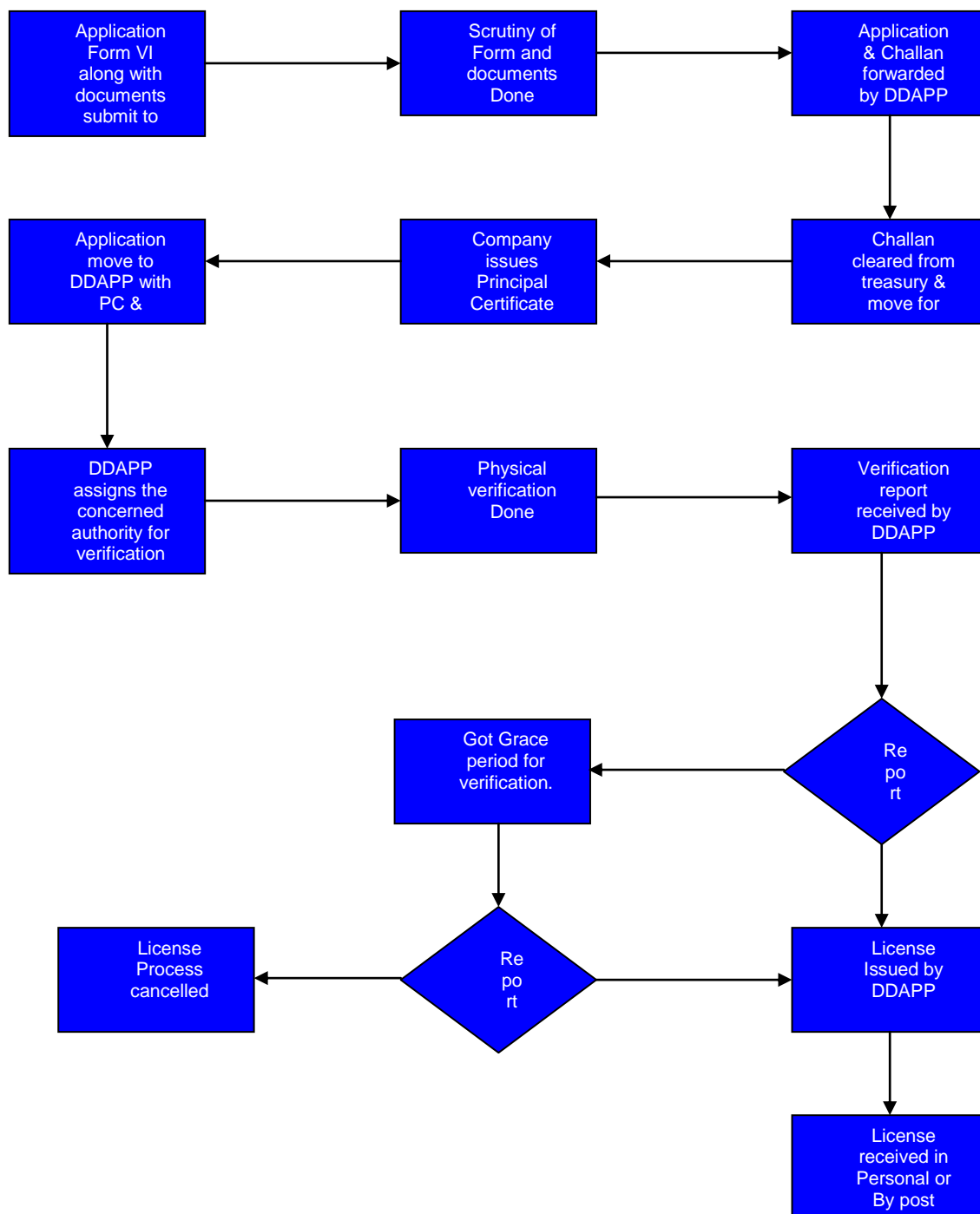
Licensing process for Wholesale and Retailer in Jharkhand & Maharashtra: The application will be submitted by the person/ company who desire to obtain a license for wholesale/ retail at range level.

Work Flow of Licensing of Wholesale/ retail at Range Level:

```
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ Application      │      │ Scrutiny of     │      │ Application      │
│ Form VI          │─────▶│ Form and        │─────▶│ & Challan        │
│ along with       │      │ documents       │      │ forwarded        │
│ documents        │      │ Done            │      │ by DDAPP         │
│ submit to        │      └─────────────────┘      └─────────────────┘
└─────────────────┘                                         │
                                                            ▼
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ Application      │      │ Company         │      │ Challan          │
│ move to          │◀─────│ issues          │◀─────│ cleared from     │
│ DDAPP with       │      │ Principal       │      │ treasury &       │
│ PC &             │      │ Certificate     │      │ move for         │
└─────────────────┘      └─────────────────┘      └─────────────────┘
        │
        ▼
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ DDAPP           │      │ Physical         │      │ Verification     │
│ assigns the     │─────▶│ verification     │─────▶│ report           │
│ concerned       │      │ Done             │      │ received by      │
│ authority for   │      └─────────────────┘      │ DDAPP            │
│ verification    │                               └─────────────────┘
└─────────────────┘                                         │
                                                            ▼
                         ┌─────────────────┐           ◇ Report ◇
                         │ Got Grace       │◀──────────
                         │ period for      │
                         │ verification.   │
                         └─────────────────┘
                                │
                                ▼
┌─────────────────┐         ◇ Report ◇         ┌─────────────────┐
│ License         │◀────────                ──▶│ License          │
│ Process         │                             │ Issued by        │
│ cancelled       │                             │ DDAPP            │
└─────────────────┘                             └─────────────────┘
                                                        │
                                                        ▼
                                                ┌─────────────────┐
                                                │ License          │
                                                │ received in      │
                                                │ Personal or      │
                                                │ By post          │
                                                └─────────────────┘
```

<u>Process Description:</u> Application in Form VI along with all documents will submit in the Dept. of Agriculture (Plant Protection) at Range Level. Scrutiny of Form and documents will be done by the assistant officer. Application moved to DDAPP for forwarding and counter sign on challan of Rs 300. Challan will be cleared by the treasury dept. and move for banking. One
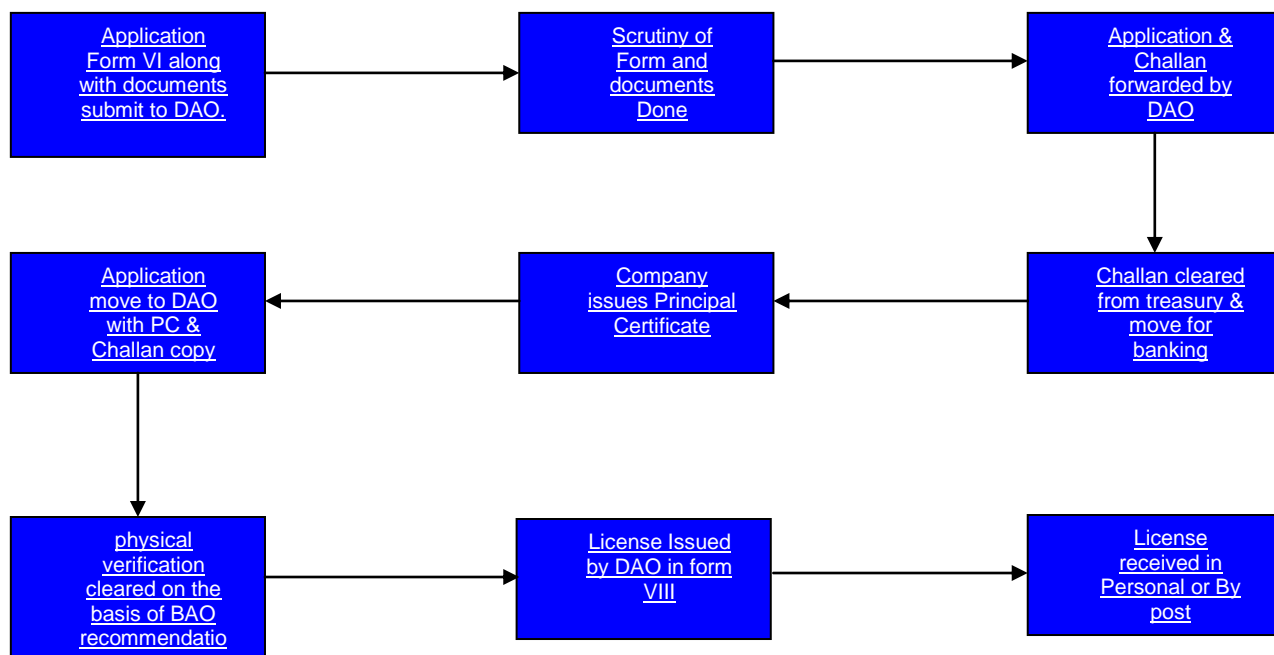
copy of challan remain with the bank, one copy move to treasury and one to company. Company will issue the Principal Certificate on the basis of challan copy. Application along with the challan copy and principal certificate, moved to the DDAPP. DDAPP will issue direction for physical verification of site and godown. It will be done by himself or any insecticide inspector. After physical verification, concerned officer will send the inception report on prescribed format. Annexure B. Insecticide Officer will send the report to the DDAPP. In case of positive report, license will be issued otherwise applicant get the grace period for physical verification and again report is negative then license process is cancelled.

DDAPP will issue the License for marketing at Range level of Pesticide in Form VIII. License will be issued in personal or by register post to the applicant. License will be issued for 2 calendar Years only. Process of Renewal license is same but application submitted in Form VII.

2.2.1.2.7 LICENSING PROCESS FOR SELL, STOCK OR EXHIBIT FOR SALE OR DISTRIBUTE INSECTICIDE AT DISTRICT LEVEL (NEW/ RENEWAL)

The application submitted by the person/ company who desire to obtain a license for retail at district level. District level license process is available in following States:

- Assam
- Jharkhand
- Himachal Pradesh
- Karnataka
- Kerla
- Madhya Pradesh
- Maharashtra

Common Process for All State:

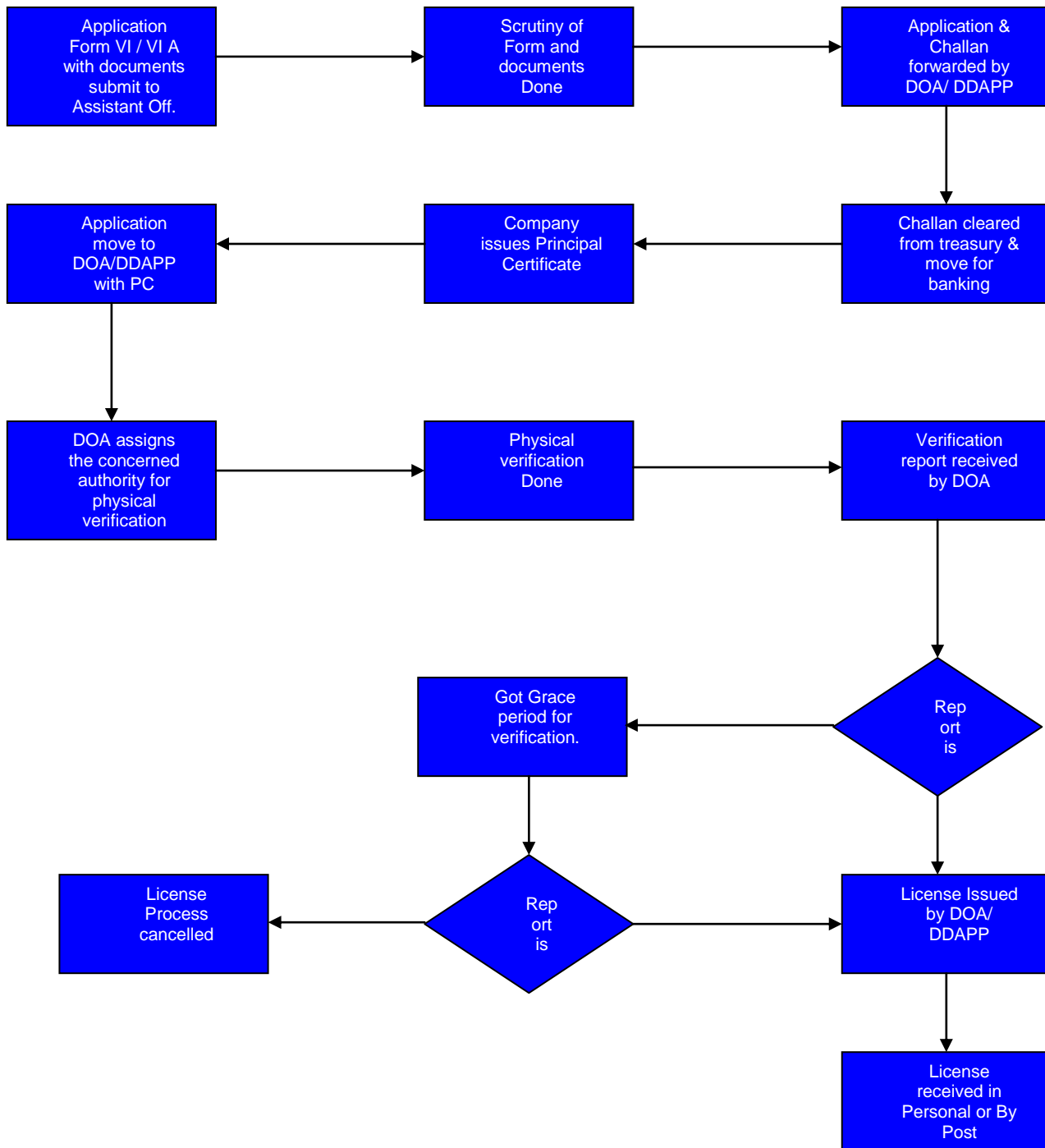**Work Flow of Licensing of Retail at District Level:**

```
┌──────────────────┐        ┌──────────────────┐        ┌──────────────────┐
│ Application       │        │ Scrutiny of      │        │ Application &    │
│ Form VI along     │───────▶│ Form and         │───────▶│ Challan          │
│ with documents    │        │ documents        │        │ forwarded by     │
│ submit to DAO.    │        │ Done             │        │ DAO              │
└──────────────────┘        └──────────────────┘        └──────────────────┘
                                                                   │
                                                                   ▼
┌──────────────────┐        ┌──────────────────┐        ┌──────────────────┐
│ Application       │        │ Company          │        │ Challan cleared  │
│ move to DAO       │◀───────│ issues Principal │◀───────│ from treasury &  │
│ with PC &         │        │ Certificate      │        │ move for         │
│ Challan copy      │        │                  │        │ banking          │
└──────────────────┘        └──────────────────┘        └──────────────────┘
        │
        ▼
┌──────────────────┐        ┌──────────────────┐        ┌──────────────────┐
│ physical         │        │ License Issued   │        │ License          │
│ verification     │───────▶│ by DAO in form   │───────▶│ received in      │
│ cleared on the   │        │ VIII             │        │ Personal or By   │
│ basis of BAO     │        │                  │        │ post             │
│ recommendatio    │        │                  │        │                  │
└──────────────────┘        └──────────────────┘        └──────────────────┘
```

Process Description: Application in Form VI will be submitted at DAO level along with the documents and Treasury Challan of Rs 300. Scrutiny and forwarding of application will be done by DAO. Challan will be cleared by the treasury dept. and move for banking. One copy of challan remains with the bank, one copy move to treasury and one to applicant. Company will issue the Principal Certificate on the basis of challan copy. Physical verification of site is cleared on the basis of BAO recommendation. DAO will issue a license in form VIII for retailing of pesticide at district level or block level only. License will be received in personal or dispatched by post. License will be issued for 2 calendar years only. Process of License renewal is same but application submitted in Form C.

2.2.1.2.8 LICENSING PROCESS FOR PEST CONTROL OPERATION AT STATE/ RANGE LEVEL

The application submitted by the person/ company who desire to obtain a Pest Control Operation license at State/ Range level.

Work Flow of Licensing of Pest Control at Sate/ Range Level:

0B

```
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ Application     │      │ Scrutiny of     │      │ Application &   │
│ Form VI / VI A  │ ───► │ Form and        │ ───► │ Challan         │
│ with documents  │      │ documents       │      │ forwarded by    │
│ submit to       │      │ Done            │      │ DOA/ DDAPP      │
│ Assistant Off.  │      │                 │      │                 │
└─────────────────┘      └─────────────────┘      └─────────────────┘
                                                           │
                                                           ▼
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ Application     │      │ Company         │      │ Challan cleared │
│ move to         │ ◄─── │ issues Principal│ ◄─── │ from treasury & │
│ DOA/DDAPP       │      │ Certificate     │      │ move for        │
│ with PC         │      │                 │      │ banking         │
└─────────────────┘      └─────────────────┘      └─────────────────┘
        │
        ▼
┌─────────────────┐      ┌─────────────────┐      ┌─────────────────┐
│ DOA assigns     │      │ Physical        │      │ Verification    │
│ the concerned   │ ───► │ verification    │ ───► │ report received │
│ authority for   │      │ Done            │      │ by DOA          │
│ physical        │      │                 │      │                 │
│ verification    │      │                 │      │                 │
└─────────────────┘      └─────────────────┘      └─────────────────┘
                                                           │
                                                           ▼
                         ┌─────────────────┐          ◇ Report is ◇
                         │ Got Grace       │ ◄────────
                         │ period for      │
                         │ verification.   │
                         └─────────────────┘
                                 │
                                 ▼
┌─────────────────┐          ◇ Report is ◇          ┌─────────────────┐
│ License         │ ◄─────                   ──────► │ License Issued  │
│ Process         │                                  │ by DOA/         │
│ cancelled       │                                  │ DDAPP           │
└─────────────────┘                                  └─────────────────┘
                                                             │
                                                             ▼
                                                     ┌─────────────────┐
                                                     │ License         │
                                                     │ received in     │
                                                     │ Personal or By  │
                                                     │ Post            │
                                                     └─────────────────┘
```

Process Description: Application in Form VI (Non restricted pesticide) / Form VI A (restricted pesticide) along with all documents will submit in the Dept. of agriculture office at director of Agriculture's assistant officer or Dy. Director of Agriculture - Plant Protection' assistant officer. Scrutiny of Form and documents will be done by the assistant officer. Application moves to DOA/DDAPP for forwarding and counter sign on challan of Rs 300. Challan will be cleared by the treasury dept. and move for banking. One copy of challan remain with the bank, one copy

move to treasury and one to company. Company will issue the Principal Certificate on the basis of challan copy. Application along with the challan copy and principal certificate moves to the DOA/DDAPP. DOA/DDAPP assigns the concerned authority for physical verification of site and godown. After physical verification, concerned officer will send the inception report on prescribed format. Officer will send the report to the DOA/DDAPP. In case of positive report, license will be issued otherwise applicant get the grace period for physical verification and again report is negative then license process is cancelled. DOA/DDAPP will issue the License for Commercial Pest Control Operation at State level in Form VIII of non restricted insecticide and in form VI C for restricted. License will be issued in personal or by register post to the applicant. License will be issued for 2 calendar Years only. Process of renewal license is same but application will be applied in Form VII (Non restricted pesticide) / Form VI B (restricted pesticide).

2.2.1.2.9 PESTICIDE QUALITY TESTING

The ADO/Inspector of the district will collect the samples as per the target fixed by respective District Agriculture Officer of the district. District Agriculture Officer will send the samples to SPTL for both Rabi and Kharif. After analysis, the reports are sent to Director of Agriculture to issue the Quality Certificate of Pesticides of the samples concerned.

Currently pesticides samples are collected by the Insecticides Inspectors from the Manufacturer/ Dealers/Retailer and Form 'Form VI-C' is filled, out of which one copy is meant for Manufacturers/ Dealers/Retailer, one copy is retained by him and one copy for Testing Lab.

The pesticides Inspector also fills up form '' (2 copies) countersigned by Manufacturer/ Dealers/Retailer, out of which one copy is meant for Manufacturer/Dealers/Retailer and other copy is retained by him.

Then the respective insecticide inspector sends the collected samples to the TESTING LABORATORY(SPTL,RPTL,CIL) with the necessary documents(including Form 'VI-C'), and sends report to the respective office as per Insecticides Act,1968).

From the TESTING LABORATORY after testing, the bulk testing reports (through Form IX) are sent back to the respective offices.

The steps of Sample analysis, testing and monitoring may be found below:

```
┌──────────────┐      ┌──────────────┐      ┌──────────────┐
│   Manufact   │      │Distributor/Whole│   │    Retai     │
└──────────────┘      └──────────────┘      └──────────────┘
      ↕                     ↕                      ↕
                     Pesticide sample          Charge
      ↕                     ↕                      ↕
┌──────────────┐      ┌──────────────┐      ┌──────────────┐
│   I.I from   │      │   I.I from   │      │   I.I from   │
│   Directo    │      │     ADO      │      │   PAO/DPPO   │
└──────────────┘      └──────────────┘      └──────────────┘
         ＼           Test    Test          ／
          ＼                                ／
           ＼        ┌──────────────┐      ／
            ＼───────│  RPTL/SPTL   │─────／
                     └──────────────┘
```
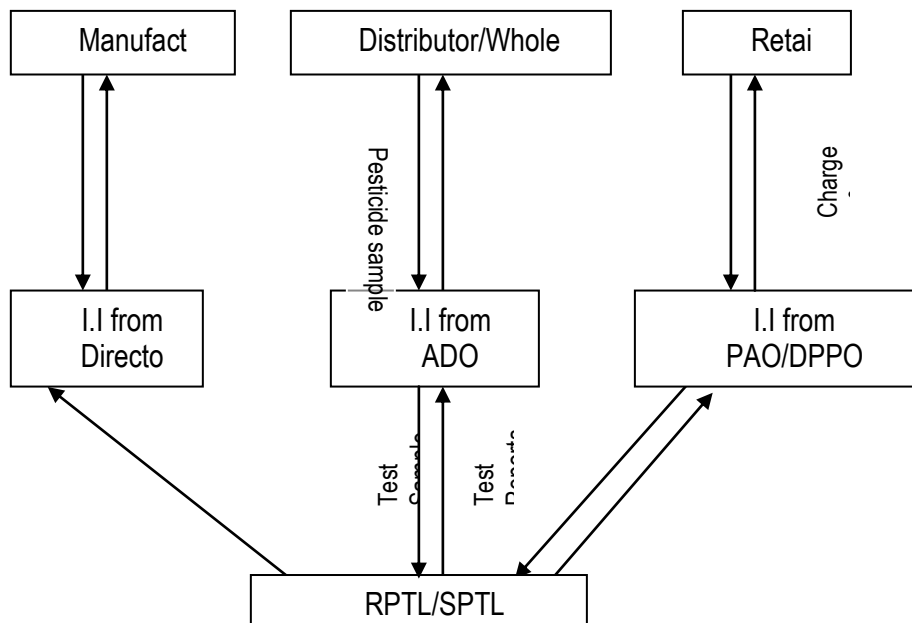
A) The procedure for Pesticide Sample Collection

The Insecticides Inspector follows the following Rules for drawing pesticides samples.

1. Plan drawing of samples considering all aspects the season, crop, pest, etc.

2. The inspector should always carry the identity card & copy of Gazette Notification.

3. They should study the provisions of the Insecticides Act,1968 and the Rules framed there under(as amended from time to time) and "Methods of sampling for Technical grade Pesticides and Pesticide formulations "as per the specification of Bureau of Indian standards(BIS No. 10946:1996 & 10627:1983 as amended).Also keep copies for ready reference.

4. They should always keep relevant forms in sufficient number, carbon, paper, brass seal, sealing wax, alpines, gum bottle, adhesive tape, clips, thread ball, cloth bags, scissors, rubber stamp, stamp pad etc. in sampling kit.

5. The inspector should keep a list of registered insecticides, restricted and banned insecticides, approved formulation etc.

6. The inspector must verify the validity and conspicuous display of manufacturing license in case of manufacturing unit and license for selling, etc, in other cases.

7. They should verify the validity and of Principal's Certificate for all the products stored or displayed for sales etc. In case a product does not figure in the license or in the Principal's

Certificate but is available in the store or is displayed for sale, or is displayed for sale, the product should be sized as per procedure and legal action initiated .Sample of such product should invariably be taken as proof of its presence in the premises and relevant page of stock register may be duly signed and a copy taken with countersignatures with date and seal of the owner/in-charge of the premises at that time.

8. The inspector must verify maintenance of stock register. Entries in the stock register may be checked randomly. In case of variation, missing entries may be checked with respect to cash receipts, challans, etc. not reconciled, action may be initiated against the defaulter.

9. The containers may also be randomly checked to verify that label claims, toxicity triangle, registration number, manufacturing/expiry date etc. tally with the certificate of registration. In case of variation, a sample of the product may be drawn as proof, sent for analysis, and other action initiated simultaneously as per the provisions of the said Act/Rules.

10. In normal cases, Insecticides Inspector has to draw sample as per monthly/annual targets assigned to him and in accordance with specific instructions issued by the State Department of Agriculture. State Insecticides Inspector based on number of Manufacturer/formulators, dealers and distribution located in the area of jurisdiction. While issuing specific instructions and allocation targets, state Department of Agriculture should keep the following points in mind:

A. Total number of manufacturers/formulators and dealers/distributors to whom license have been issued by State Govt. (district wise/area wise)

B. Total annual testing capacity of state Pesticides Testing Laboratory

C. State Agriculture Department may draw up detailed lists of all samples drawn at the end of every year.

D. Sample of pesticides may draw based on the past performance of the manufacturer/formulators, both within the State and out side the State.

E. Target of pesticides samples to be drawn by the Insecticides Inspector may be decided from companies on the basis of the failure rate of pesticides sample drawn from them in the past and with a view to cover all pesticides and pesticides formulating and manufacturing units.

F. Greater focus may be given on sampling of products reported to be less effective or ineffective by the farmers.

11. The sampling Procedure should be adopted as indicated under Section 22 of the Insecticides Act, 1968, and duly follows the specification of Bureau of Indian Standards on "Method for sampling of Technical Grade and Pesticides Formulations." Fill up all relevant Forms, especially Form XX (under Rule 33). This is the form in which maximum information about the product of which sample is to be drawn, should be filled in for use as evidence at the time of launching prosecution. Since the person from whom the sample is taken has to receive a copy of this .Form, he automatically becomes a witness to it.

12. Large containers provide scope for mischief. Normally, samples are drawn form small containers (up to 250 ml) for the sake of convenience and the manufacturers take advantage of this general human weakness. Take three small containers(up to 500 ml packing),or make three portions of 250 g/ml each in case of higher packing ,and effectively seal them as per procedure .Simulated containers may be used for sampling.

13. In case sample are drawn from bigger package/large container, the original package/ container should be duly sealed by the Insecticides Inspector s after drawl of sample a paper seal should be affixed on the lid of the container and then a paper slip duly signed with legible writing "Samples drawn for quality testing and indicating the volume /weight of samples" by the II should be affixed on the container .Such original container as sealed by the II after drawl of sample, must be preserved till the result is received .If there is misbranding, the II should seized the loose container along with the misbranded stocks and records by taking the signature/seal of the dealer .If the sample is found satisfactory on quality testing ,then the dealer may sell such container/package"

14. One such sealed sample may be handed over to the person from whom the sample is taken and acknowledgement there of obtained.

15. A bill towards the cost of samples may be contained .No payment is to be made on the spot .as per the latest amendment to the act, payment is to be made after the receipt of Report Analysis .Payment is to be only in case the sample is found to have passed the laid down standards. In case the sample is found to be misbranded, no payment is to be made .the bill is an important document as it constitutes proof of having drawn the sample from that person /premises.

16. Dispatch the sample to the Insecticides Analyst forthwith(on the same day of the following day)   -an Inspector is not supposed to retain the sample with him/her as per the provisions under sec 22(6)(i).The sample packets as well as the cover is required to be

marked with a specific identification mark by the Inspector as per rule 34(2).The same mark is also to be given in Form XXI.A copy of this form along with specimen impression of the seal of the inspector as well as of the person from whom the sample is taken(If he has also put this seal on that sample) may be sent to the Insecticide Analyst by registered post, separately.

17. All the dispatches are to be done either by hand or by registered post as per Rule 34.

18. The insecticide Analyst is required to deliver the report of analysis within a period of 30 days from the date of receiving the sample in the lab.(usually 3-4 days after dispatch by registered post).On receipt of analysis Report, further action as per the provisions of the Act/Rules is to be invariably initiated by the Insecticides Inspector (It is emphasized that action is to be taken even if a sample is reported to pass. In that case, a copy of the report is to be provided to the person from whom the sample was taken as well as cost of sample portion drawn is to be paid).

B) The procedure for preparing Performance report by the Insecticides Inspectors

1. A progress report on the performance may be sent to the supervisory officer (Plant Protection Inspector Adviser to the Government of India in case of central Insecticides Inspector and Deputy Director (Agriculture) / Joint Director (Agriculture) in case of State Insecticides Inspector) in the prescribed format (fig 1) by 7th of every month

2. The concerned Insecticides Inspector shall be held responsible if there is any delay in sending the above mention report.

3. All visits made to manufacturer, dealer, distributor, retailer, etc. should invariably be recorded in prescribed format of monthly report.

4. It should also be noted that in case any accident occurs due to manufacturer, sale, transport, stock and distribution of insecticides in the identified jurisdiction of insecticides inspector, it should be brought to the notice to his Supervisory Officer as stated above column (A) immediately for further necessary action in the matter.

C) Progress of Inspection Made, Pesticides Samples drawn by Insecticides Inspector

After drawing the sample from respective sources like a) manufacturers, b) dealers, c) distributors or retailers, the Insecticide Inspector sends the drawn sample to the respective testing Laboratory attaching the following details.

Name of the Insecticides Inspector_____

Place of Posting/Area Allocated_____.

Month_____   Target_____

Achievement_____

SI No.	Date / Visit of Inspection / Sampling	name &Address of Manufacturer, Dealer,	Whether samples drawn	If yes, number of samples drawn	If no, reason	Whether stop sale/seizure u/s.21(1)(d) has been made, details	Detail of sample including Batch No., date of	date of dispatch to the	Date of receipt of Report	Whether received within statutory period of 30	date of issue of show cause notice if found	Detail of further legal action taken
	2	3		5		7	8		10	11	12	13

D) Deciding factors for sending chemicals for quality testing to RPTL or SPTL

On taking into account a) the available capacity of testing at State Pesticides Testing Laboratory and b) presence of new generation components, it is decided whether the sample will be tested at SPTL or to be sent to RPTL for quality testing. The pesticides which are containing the following component are generally sent to RPTL.

- Thiamethoxan
- Imidacloprid
- Acetamiprid
- Thiacloprid
- Emmamectin Benzoate
- IndoxaCurb
- Spinosad

- Milbemectin

- Abamectin

- Fenazaquin.

E) Procedure of quality control of pesticides in Laboratory

Pesticide samples are received in testing labs in three ways:

a) Director (I.I) collects the pesticides sample from the manufacturer. He sent to the Testing Lab.

b) ADO (I.I) collects the pesticides sample from the Distributor/Whole seller. He sent to the Testing Lab.

c) PAO/DPPO (I.I) collects the pesticides sample from Retailer. He sent to the Testing Lab.

The Insecticides Inspectors Director/ADO / DPPO or PAO as per notification collects the pesticides sample from the Manufacturer / Distributor/Retailer respectively. No fees are collected for pesticide testing in SPTL. These samples are sent to the Testing Labs (SPTL/RPTL. Inspector must take three samples one is for testing labs; one for the person where from sample will collect (should shield it properly), and another one as the office copy for the Insecticides Inspectors own self.

After receiving the testing sample generally testing report has to send within 30 days from the date of received.

The following two types of testing are being done:

a) Active Gradient analysis: This type of analysis done on the basis of active gradient present on the sample, which is before mentioned by the BIS.

b) Physical Parameter Analysis: The following factors are analyzed:

Acidity(max), Alkalinity(max.),Emulsion Stability ml.(max.), Flash Point(degree C),Cold Test(10 degree), Suspencibility (% max),Wet ability (secs) , bulk density(max) etc.

Draw back of the existing system:

1. The entire process of testing and providing testing report on the nature of pesticides to the recipients (whether it is a standard or, non-standard pesticides) takes appreciable time in manual process (30 days).

2. This is definitely hampering the Agricultural production of the state and hampering the interest of the farmers while applying pesticides without knowing quality of pesticides.

3. Communication Gap & delay in Information processing

4. Some times the batch no. of the drawn sample does not match with the batch no. written by the Insecticides Inspector.

5. Non uniformity of time for sending sample

2.2.1.2.10 PESTICIDE QUALITY TESTING AT CIL & RPTLs

Central Insecticides Laboratory (CIL) being the referral laboratory for the testing of pesticides samples referred by the Insecticides Inspectors of Central and State Government notified under the Insecticides Act, 1968 receives considerable numbers of samples for testing/analysis. Apart from this, pre registration verification of insecticides and pre and post registration verification of bio-pesticides referred by the Secretary CIB & RC are also undertaken by the CIL. Two Regional Pesticides Testing Laboratories (RPTLs) are established to strengthen and share the workload of pesticides sample testing.

Manual processing of testing/analysis of all these samples take lot of time and man power. Sometimes reporting of testing/analysis result is so delayed, the purpose of drawl of sample of pesticides with limited expiry period, is not achieved. To ease the entire process of testing/analysis of pesticides in CIL an online **Central Pesticides Analysis Information System (CPAIS)** is proposed to be launched in the XII Five Year Plan.

Objectives

1. To improve processing of testing/analysis results of pesticides samples.

2. To deliver online status and final report of testing/analysis of pesticides samples to the referee/sender.

3. To generate MIS reports to facilitate monitoring of activities performed by CIL and RPTLs

4. To strengthen ICT Infrastructure and undertake Human Resource Development for officials/scientists of CIL and RPTL

5. On-line monitoring of work of RPTLs by CIL.

Existing System

- Registration of Secretary CIB & RC, Central & State Insecticides Inspectors and Hon'ble Court (Referee) as User.

- Allotment of User ID and Password.

- Submission of sample information, selection of analysis required, calculation of charges and payment, entry of draft detail online and finally submission of sample to the Additional Plant Protection Adviser (CIL).

- Forwarding of sample to the Coding Officer (I) for registration.

- Receiving, checking and coding of samples.

- Dividing of submitted sample in to three working samples with different registration number by the Coding Officer (I)

- Forwarding of working samples to respective divisions i.e., Coding Officer (II) (Chemistry, Bio-assay, Medical toxicology etc) of CIL or Regional Pesticides Testing Laboratory (RPTL).

- Forwarding of samples by Coding Officer (II) to In-charge of concerned laboratory/ Head

    of analyst group i.e., Coding Officer (III) of CIL/RPTL.

- Forwarding of samples to Analyst by the Coding Officer III.

- Carrying out required analysis/test (in *vivo* and *vitro*) by analyst or In-charge of concerned division i.e., Coding Officer (II) as the case may be.

- Forwarding of analysis/test report alongwith supportive documents (chromatograph etc) to respective In-charge of laboratory of CIL/RPTL i.e., Coding Officer (III).

- Forwarding of analysis/test report to respective In-charge of CIL/ RPTL i.e., Coding Officer (II).

- Forwarding of analysis/test report to Coding Officer (I) at CIL.

- Submission of report to the Additional Plant Protection Adviser (CIL) by Coding Officer (I) through Divisional Head.

- Approval of Additional Plant Protection Adviser (CIL).

- Forwarding of electronically developed analysis/test report in PDF form to referee.

2.2.1.2.11 MONITORING OF SEED TREATMENT ACTIVITY

The seed treatment is use and application of biological and chemical agents that control or contain primary soil and seed borne infection/infestation of insects and diseases which pose devastating consequences to crop production and improving crop safety leading to good establishment of healthy and vigorous plants resulting in better yields. Keeping in view the importance of seed treatment to achieve better crop stand of major crops, and the fact that many farmers in the country do not follow/adopt this practice, adoption of seed treatment by the farmers across the country require effective extension strategies and making the appropriate bio-products/chemicals available to the farmers at their doorstep. Preference should be given to bio-control agents/products for treating the seeds before sowing or even for storage purpose, as recommended. The farmers are also required to be trained/made aware of the methods of seed treatment, post treatment- handling of the seeds and planting materials. Government of India has therefore, launched a country wide campaign for ensuring 100% seed treatment in all important crops during coming Kharif season. Pesticide industry associations, ATMAs, CIPMCs, KVKs, Farmers Clubs, SAUs, NGOs, etc. can play an important role in the campaign for 100% seed treatment and hence, their participation is solicited. At present all the States are requested to communicate their achievements monthly through the enclosed prescribed format **(Annexure - Report Format VII**). At present there is no computerized system to capture such information.

2.2.1.2.12 MONITORING OF PESTICIDE POISONING CASES

 A number of pesticide poisoning cases are reported from different parts of the country. The causes can be attributed to lack of information on safe use of pesticides. The current status of poisoning cases and deaths are   collected from the States/ UTs during the zonal conferences. The States/UTs should periodically report the poisoning cases in the prescribed format **(Annexure-Report Format VI).** At present there is no computerized system to capture such information.

2.2.1.3 PROPOSED (To- Be) SYSTEM

Each of the proposed new applications for the Agriculture MMP is envisioned to be constituted of modules that are either core or configurable in nature.

A. Core Modules

Core modules can be identified as modules whose functionalities cannot be changed from application to application. Their functionalities remain consistent irrespective of the application deployment location or the users using them. From a functional perspective the following modules would be required as the core modules in this application:

2.2.1.3.1 USER MANAGEMENT

The user management module would be used by the different stakeholders at various levels to log into the portal and enable them to use functionalities such as user creation, user access controls and user deletion.

Sub Modules to be covered under user management module are:

- Role Management

- User Group Management

- User Creation and Authentication

2.2.1.3.2 USING PAYMENT GATEWAY

The payment gateway would be used by the end beneficiaries (farmers and the private/government sector) to make payment towards conducting various activities like application for registration to get dealership license and its renewal in seeds, fertilizers and pesticides, fee for the tests for pesticides, fertilizers and seeds samples that have been provided to the testing labs. The module would allow for payments to be made through internet banking, debit cards, credit cards, cash and direct debit.

2.2.1.3.3 STATUS TRACKING

The status tracking module would assist the Manufacturer, Wholesalers, Retailers, Pest control operators and private sector to track the status of their current application for registration, licensing, certification and testing, which is assumed to be in processing. The module would allow the user to trace the application using the unique application reference number generated at the time of submission.

B. Configurable Modules

Configurable modules can be identified as those, whose functionalities can be altered to facilitate state level variations in work-flows and transactions.

2.2.1.3.4 CONTENT MANAGEMENT

The content management module would assist the government and private agencies to specify the content and its updation related to the specific service area. So that the information available on the portal would remain dynamic and could be utilized for decision support system by the government.

2.2.1.3.4.1 IPM PACKAGE OF PRACTICES

All Package of Practices and Good Agricultural Practices are being covered in the Service-3 "Providing information on Good Agriculture Practices, Crops, Training and Farm Machinery".

Parameters relevant to IPM Package of Practices in which the information should be specified in the System are:

Background of the Crop, Origin of the Crop, Area and Distribution, Climate, Cropping System, Growing Season, Soil and Duration, Varieties, Seed selection, seed treatment, cultivation, sowing methods (Nursery preparation technique, transplanting), Managing soil fertility (Nutrients, Water Requirement), Plant diseases (Disease Name, Management and recommendation), Post harvest management, Packaging/Storage.

System presents the actor an interface to enter following details of IPM Packages of pesticide:

- Crop Name
- Insect Pest of National Significance
    - Common name and Scientific name of the Insects, Diseases, Disorders, Weeds, Rodents, Birds, Nematodes etc
- Insect Pest of Regional Significance
    - Common name, Scientific name and the states covered by the Insects, Diseases, Disorders, Weeds, Rodents, Birds, Nematodes etc
- Pest Monitoring
    - Agro Eco System Analysis(AESA)

- o   Survey/ Field Scouting

- o   Pest Monitoring through Pheromone / Yellow Pan/ Sticky traps etc.

- o   Economic threshold level(ETLs)

- o   Any other CROP Specific (Eg. Insecticide Resistance Management (IRM) of Heltcoverpa for COTON)

- Integrated Pest management Strategies:
  - o   Cultural Practices
  - o   Mechanical practices
  - o   Bio control Practices
  - o   Chemical Control Measures
  - o   Weed Management Practices
  - o   Nematode Management Practices
  - o   Any Other practice specific to CROP
- CROP Stage wise IPM practices
- Do's and Don'ts in Pest management
- Safety parameters
- Manage Pesticide Product
- Zone wise list of resistant and tolerant CROP varieties
- Pest and disease wise list of resistant and tolerant CROP varieties
- Pest and Disease wise recommended dosage and time of apply of Pesticide
- Basic precautions in pesticide usage : purchase, Storage, Handling, precautions in preparing spray solution, precaution for applying pesticide Equipment, disposal

2.2.1.3.4.1 INTRIGATION WITH CIBRC WEBSITE

The following informations are available on the website http://cibrc.nic.in, should be given a link on CAP and SAP

- List of registered, banned, restricted pesticide for use (This is for CAP)
  a.   Pesticide banned for manufacture, import and use
  b.   Pesticide Formulations banned for use but their manufacture is allowed for export
  c.   Pesticide formulation banned for import, manufacture and use
  d.   Pesticide Withdrawn

- List of Pesticide refused registration

- List of Pesticide restricted for Use In India

2.2.1.3.4.1 INTEGRATION WITH CROP

Pesticide registration information for category under section 9(4) is already computerized and available at http://pesticides-registrationofindia. The information such as:

List of Insecticide in schedule and Pesticide wise recommendation for Crops can be fetched with the help of web-services. The "Annexed Report Format VIII " is a part of CROP software . The CROP software can be enhanced to generate this report and a link can be provided in the CAP and SAP for accessing the report if permitted by CIB&RC .

2.2.1.3. 5 MANAGING PESTICIDE AVAILABILITY AND PRICES

2.2.1.3.5.1 PESTICIDE AVAILABILITY & PRICE (COMPANY/ MANUFACTURER)

The manufacturer company or State Agriculture Department will be presented an interface for providing the Product trade name, Annul capacity of production, Quantity Manufactured (upto the month) and price of that product. This data will need verification from State Govt, before its dissemination at SAP/CAP 'Annexure - Report format-1'.

The states where Pesticide Prices are Controlled by State Govt. i.e Himanchal Pradesh ,They will be given an interface to fill the prices of Indigenous and Imported Pesticides and Bio pesticides in the Performa as ' Annexure - Format –V'

Pesticide Availability & Price
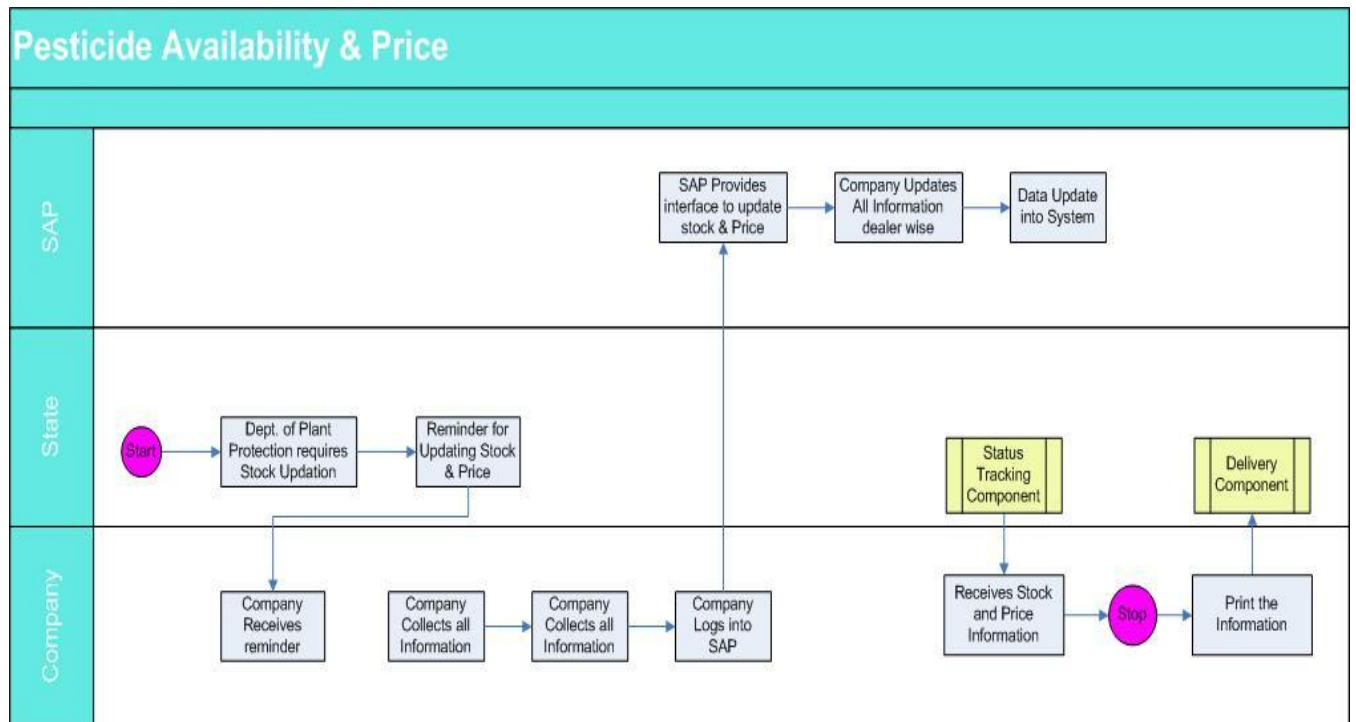
2.2.1.3.5.2   Pesticide stock and Prices (Dealer)

A Web Based Application is proposed for capturing Stock, sales and price details (MRP) of pesticides from   Dealers on daily basis. The application will also have an interface for capturing information through SMS (Mobile)

Dealer's Stock and Price of Pesticide
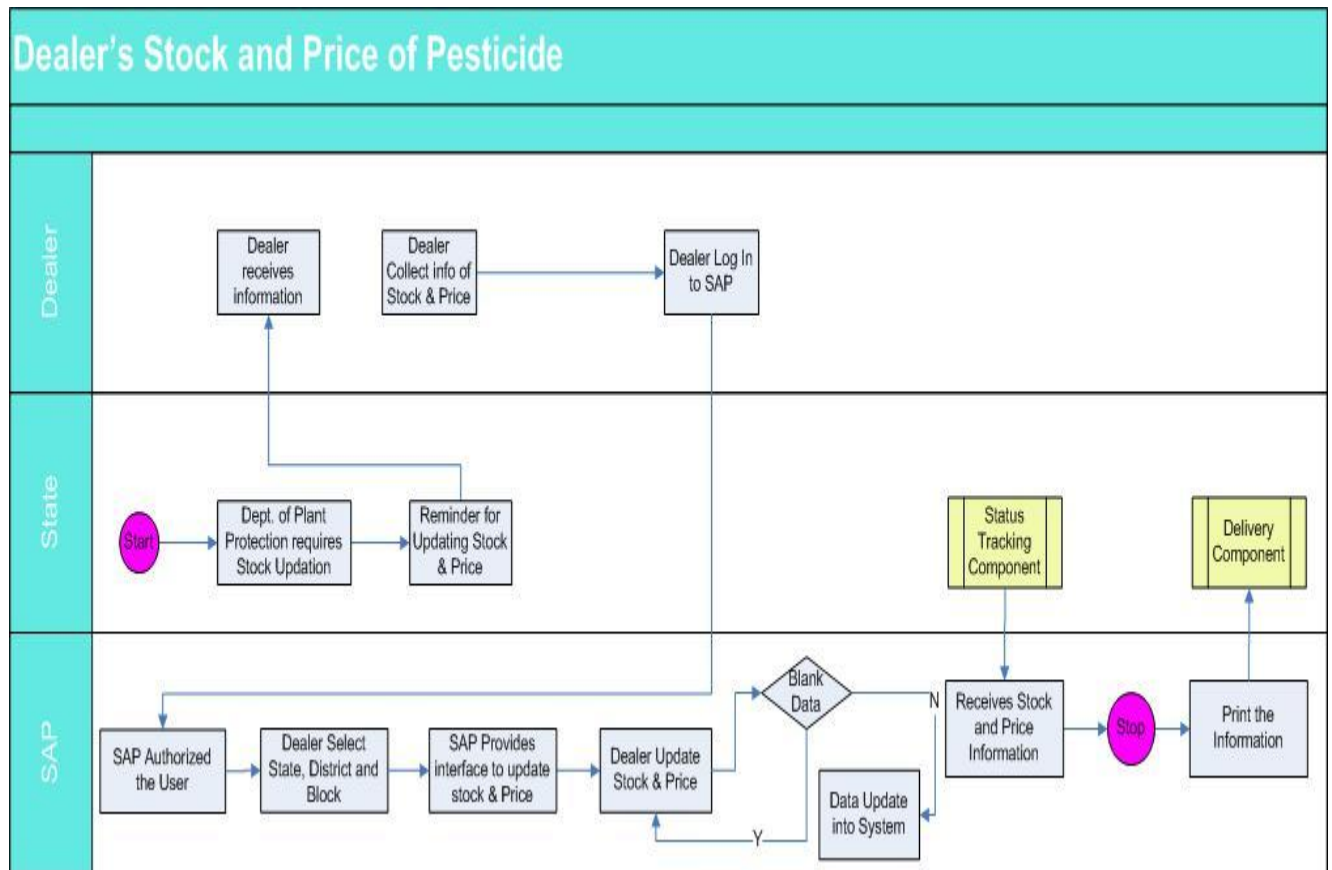
2.2.1.3. 6 DEALERS NETWORK

Area wise dealer's details are maintained by Dy. Director of Agriculture at the District level.
State level officer Joint Director of agriculture is authority of licensed Manufacturer and
Wholesaler. Hence state level and District level officer will be given interface to fill the details of
licensed dealers (Wholesalers/Retailers). The structure of the dealer's information is given in
the logical database chapter. This Module will be the part of License application for its regular
updating. The sample report format is   attached as " Annexure-Report Format –III"

ISS

<Alert System> Send SMS ●

Generate dealership unique id

Y

Freeze details — N → Save Details — Y → Edit details

Specify Existing dealer data in dealer registration form

Select dealers registration form interface

Access ISS application Main Page

SAP

Logon to SAP home page

State Department/Agency

State Officer/Distribution Company
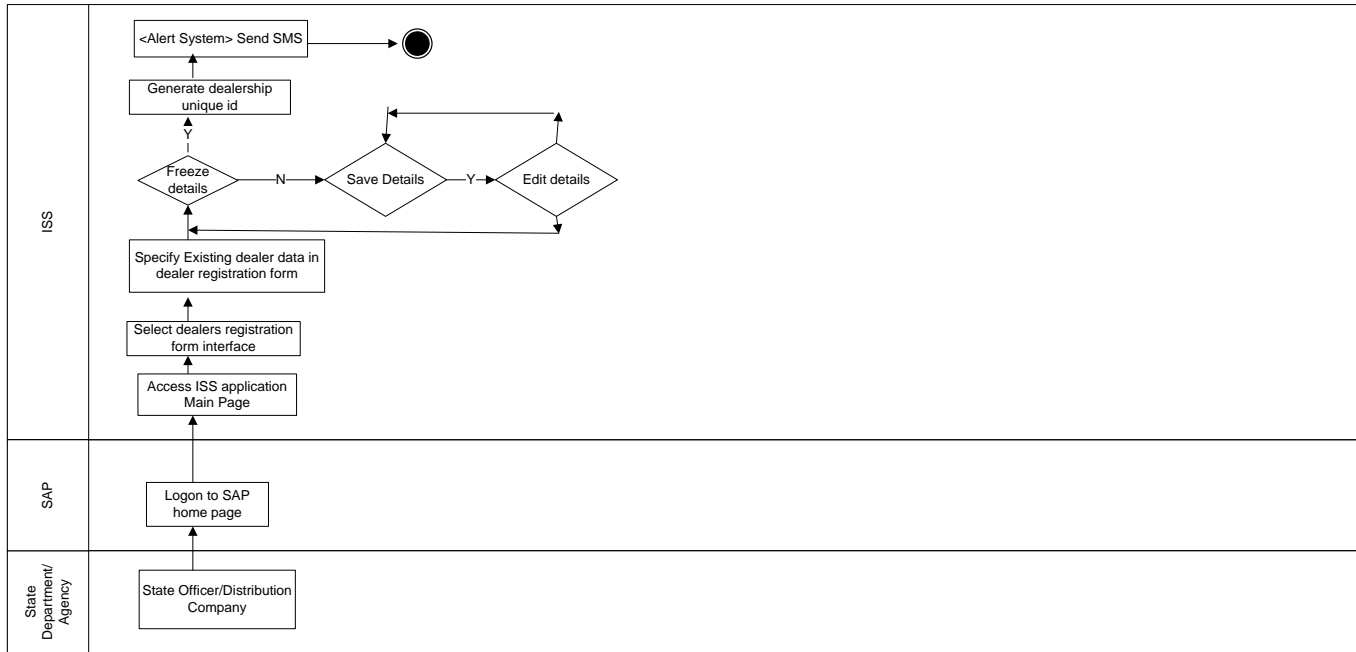
2.2.1.3.7 LICENSE APPLICATION

License Application module will facilitate the private/government agencies, manufacturer, whole sealers, retailers and pest control operators to register themselves to obtain various manufacturing and dealership licenses.

The Modules to be managed are:

2.2.1.3.7.1 License for Manufacturing of Pesticide for All States

The workflow to access this information from SAP is given below:
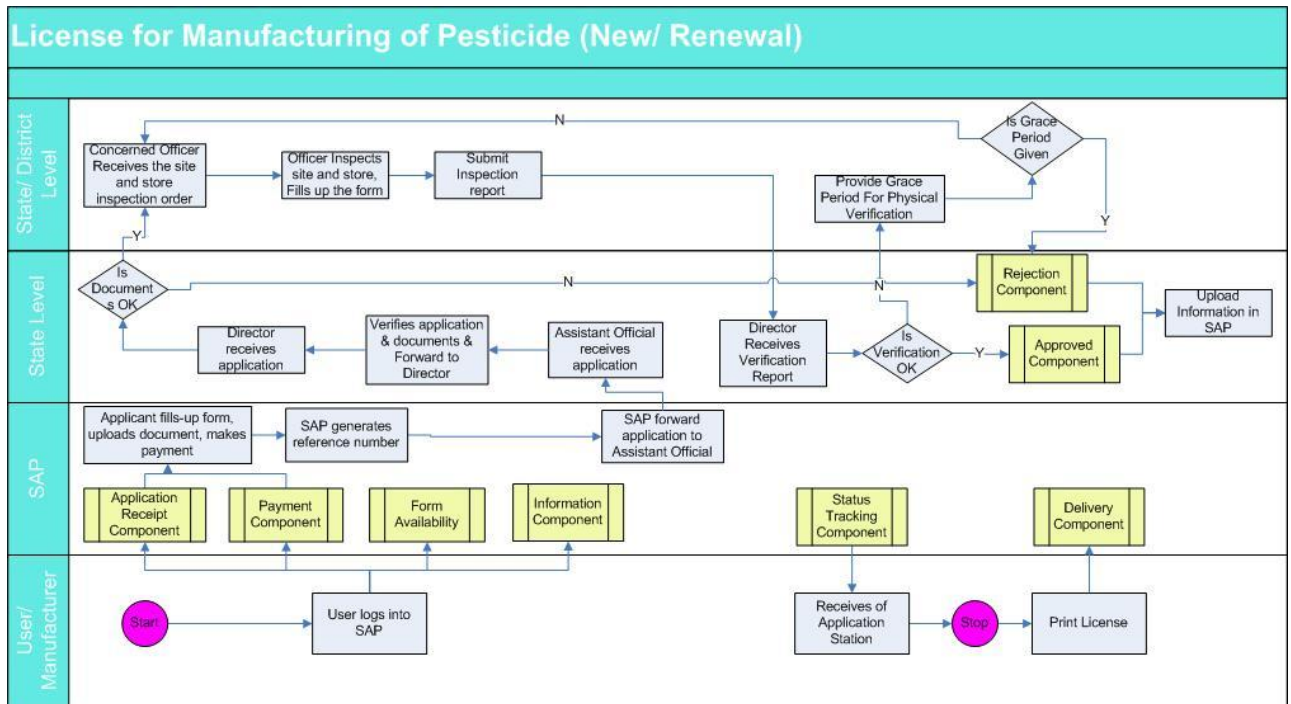
2.2.1.3.7.2 Grant of Permission at State Level in Madhya Pradesh,& Karnataka, Kerla

The workflow to access this information from SAP is given below:
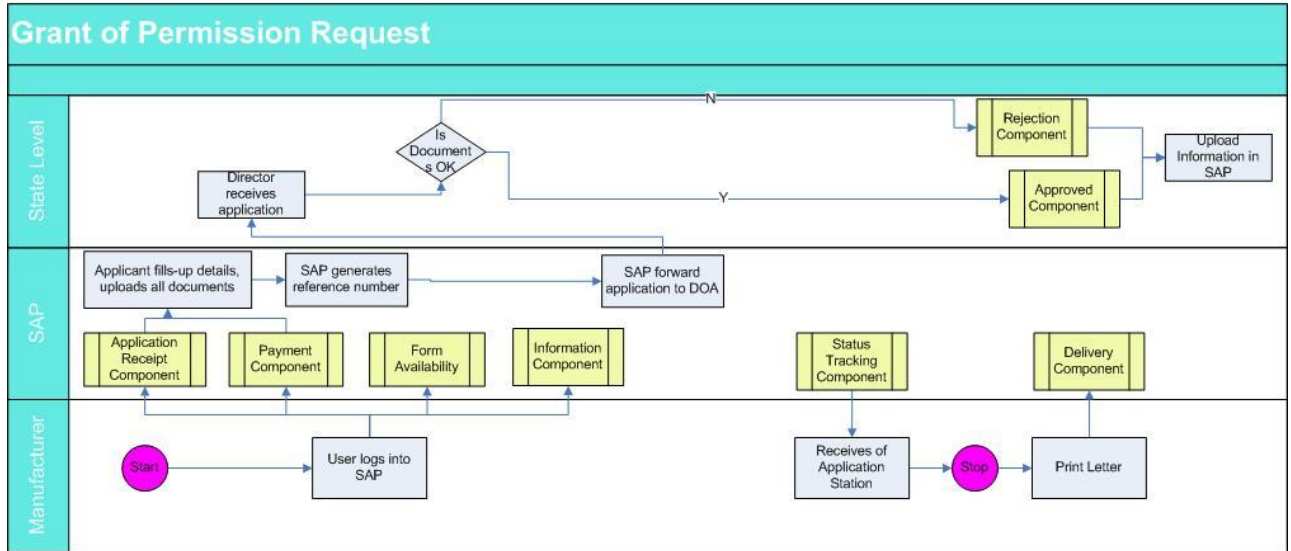
2.2.1.3.7.2a   License for Marketing& Pest Control of Pesticide (State/ Range Level) for Jharkhand & Maharashtra

The workflow to access this information from SAP is given below:
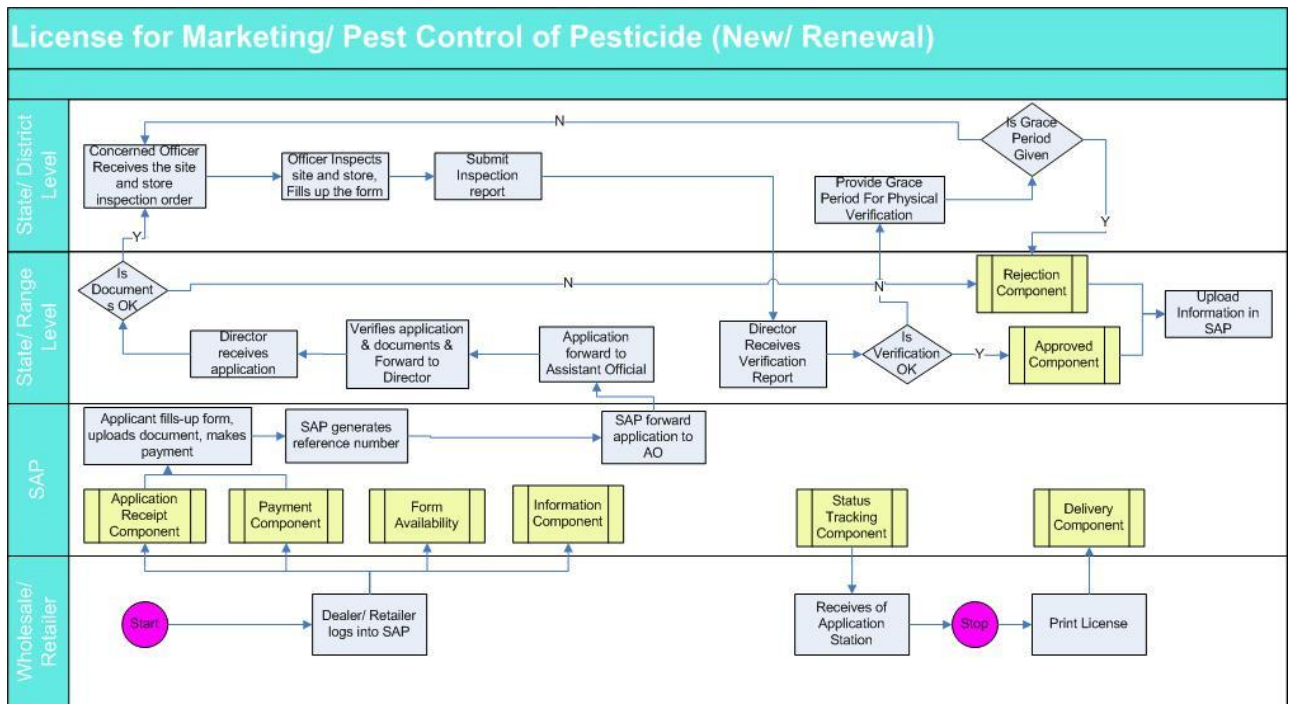
2.2.1.3.7.3 License for Wholesale of Pesticide (State Level) for Assam

The workflow to access this information from SAP is given below:

License for Wholesale/ Pest Control of Pesticide (New/ Renewal)
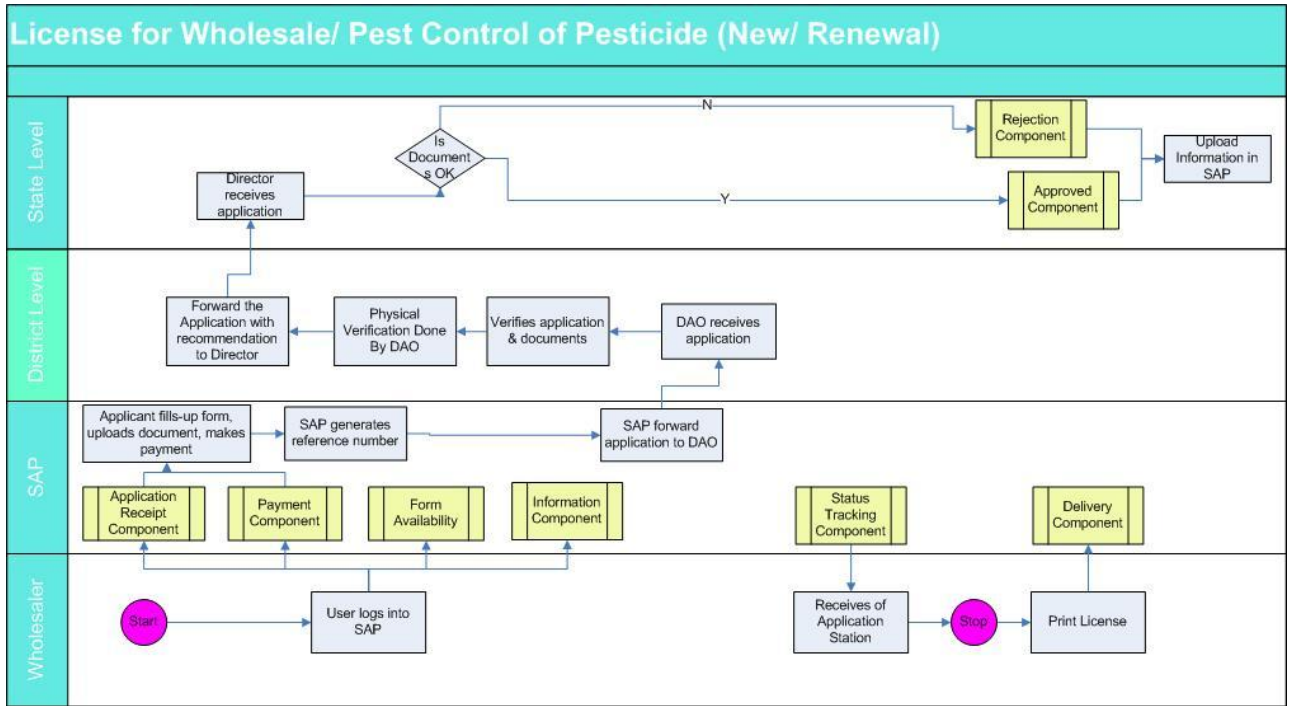
2.2.1.3.7.4 License for Dealer of Pesticide for All States

The workflow to access this information from SAP is given below:

License for Dealer at District Level (New/ Renewal)
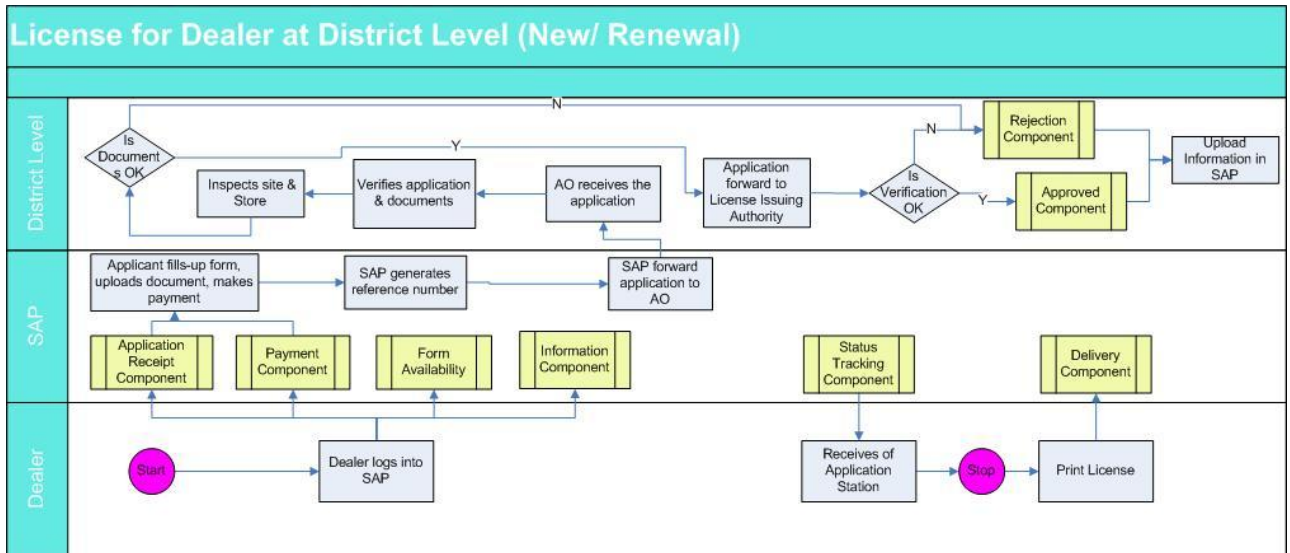
2.2.3.6.5 License for Pest Control Operation at District Level of Pesticide:

The workflow to access this information from SAP is given below :
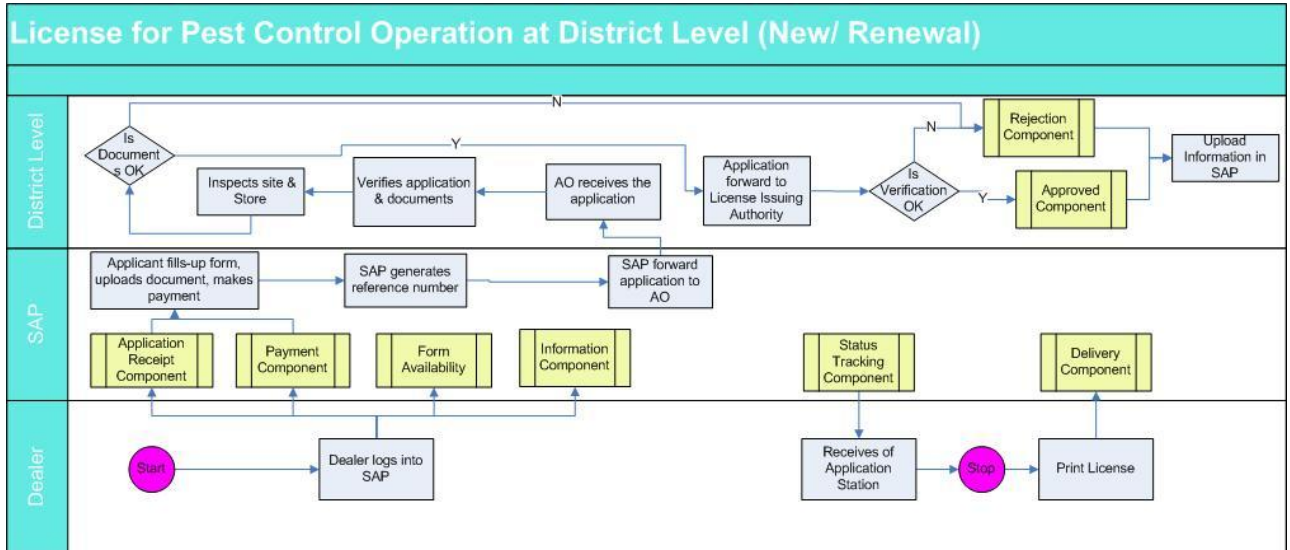
2.2.1.3.8 PESTICIDE QUALITY TESTING FOR SPTL

Pesticide testing module will facilitate the private/ government agencies, farmer, and company to get the pesticide testing report.
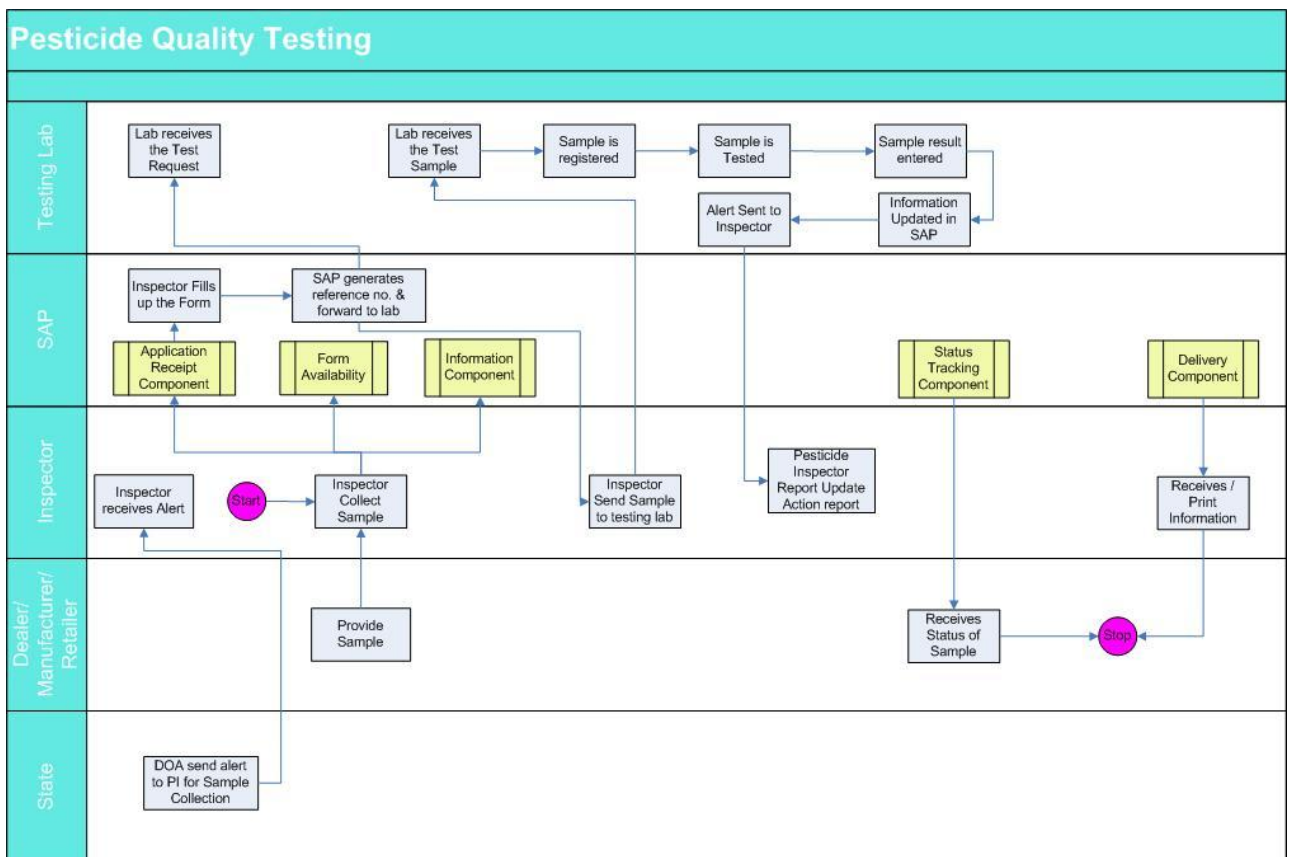
Areas of Computerization will be as follows:-

A. Information System on Quality Control of Pesticides (declaring output on Standard & Non-standard Pesticides based on testing)

B. Generation of Test Report ('IX' form)

C. Generation of MIS Report on Pesticides Testing which will be sent to Higher Authority for decision making .Such as

   1. Test report generation of individual sample wise (on the basis of sample decode no.).

   2. Date wise report of tested Sample. (Input date)

   3. District wise tested sample report (Input district)

   4. Active Ingredient wise test report (Input ingredient)

   5. Company wise test report (Input Company name)

   6. Report of misbranded sample (Input Sample name/Company name)

   7. Pending report (input Date)

   8. Quarterly, half yearly & yearly tested sample detail report.

Benefits to be accrued through the computerized System:

The main purpose of Pesticides testing is to provide quality pesticide to the farmers, so that proper yield target for specific crops can be achieved. Non-standard pesticides failed to supply adequate nutrition to crops, as a result, the yield level diminished. It is assured through the computerized system, the output will be generated with minimum possible time and the same will be sent by the officials of the testing Lab through Web-based Application to concern Inspectors. So, the delay in the entire process (after receiving the sample in Lab, giving the output in time to the proper person) will be very much minimized. Since based on the Input data of Pesticides sample and with the test output data in lab, the test report will be generated with declaration of standard / non-standard pesticides with the help of standard predefined master data stored in Computer. The test output data/ report may also be uploaded by the Officials of the Testing Lab to the Web Server through a Web-based Application. The officials of the testing Lab will be trained for data entry, data Updation, Accessing Internet, data uploading to Web-Server and generation of report. The

entire process (providing the result after testing) will take very less time compared to manual process and accuracy of the output will also be ensured.

The Introduction of the Computerized System will enhance process improvement in the Pesticide Testing Laboratory. The codification used for identification of a particular pesticides sample will be made standardized for ease of maintenance of the same.

The entire process will be through a secured system. The user levels will be properly defined, which will be as follows:-

- The Testing Lab Officials will access for entry, update, query, report generation and uploading of required data.

- The Insecticides Inspectors will have access for query & report generation if testing data is inserted.

- The Manufacturers / Dealers / Retailers will have access for query only

- The Department Officials will have access for Query and Report Generation (e.g. Pesticide Test Report and other MIS Reports)

- The Department Officials will also have access to enter Action taken report on Suspension of license, Prosecution launched (date)as Decision of court (date) .

The sample report format is attached as **"Annexure-Report Format II"**

The workflow to access this information from SAP is given below :
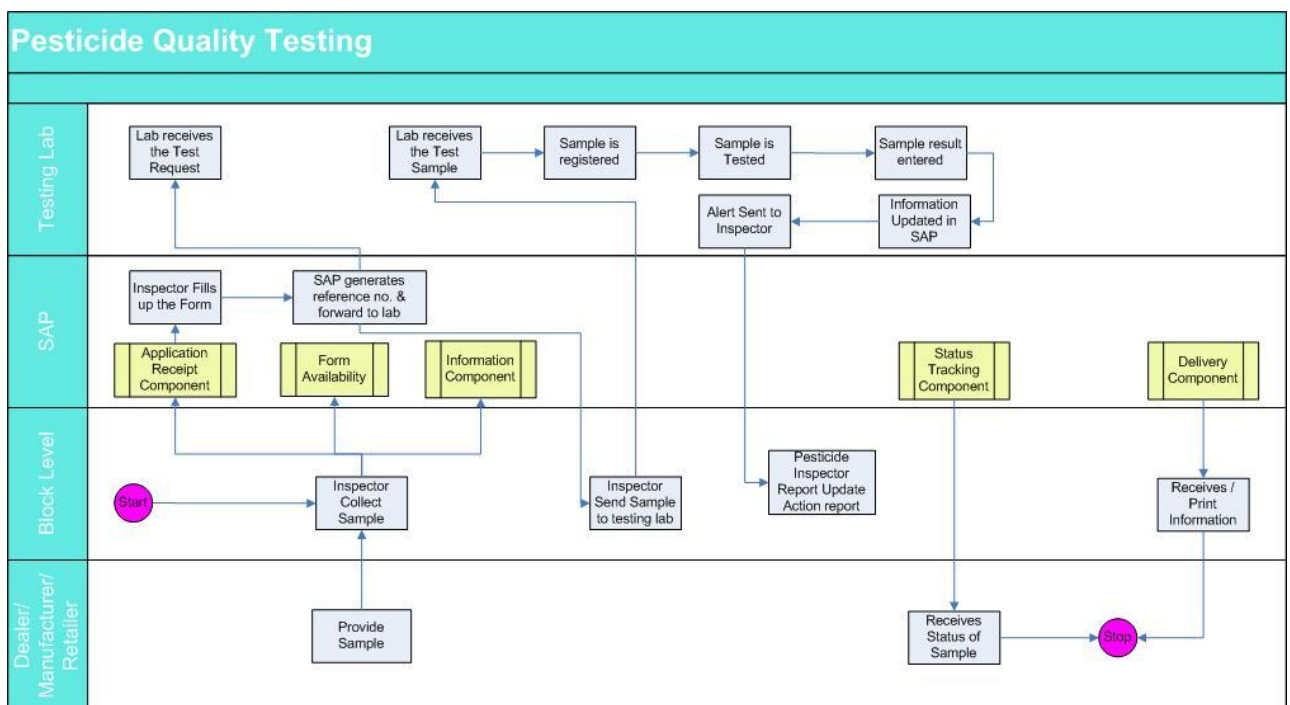
2.2.1.3.9 PESTICIDE TESTING AT CIL & RPTLs:

CIL needs Pesticides Testing Process Automation for the following

➢ Creation of User Profile / User Authentication by Sender/Referee

➢ Collection & Testing charges (Invoice generation & Payment Receipt)

➢ Central Sample Registration Process

➢ Pseudo coding at CIL & allocation to CIL as well as RPTLs and Export of data to RPTLs

➢ Sample allocation to scientist & Pseudo coding

➢ Test Result Entry

➢ Authorization of Test Results at Labs & Divisions of CIL

➢ Import of Test Results of RPTLs

➢ Final Test Result Preparation

➢ Decoding & Issue of Results at CIL

➢ Export to User/Applicant

➢ MIS Reports at Labs

RPTL needs Pesticides Testing Process Automation for the following

➢ Receive / Import data of Allocated Samples by CIL

➢ Sample Segregation, allocation to scientists & multiple Pseudo coding

➢ Test Result Entry

➢ Authorization of Test Results at Labs & Divisions of RPTLs

➢ Final Test Result Preparation

➢ Decoding & Issue of Results at RPTLs

➢ Upload/Export of data on Test Results of RPTLs to CIL

➢ MIS Reports at Labs

Pesticide Testing at CIL & RPTLs
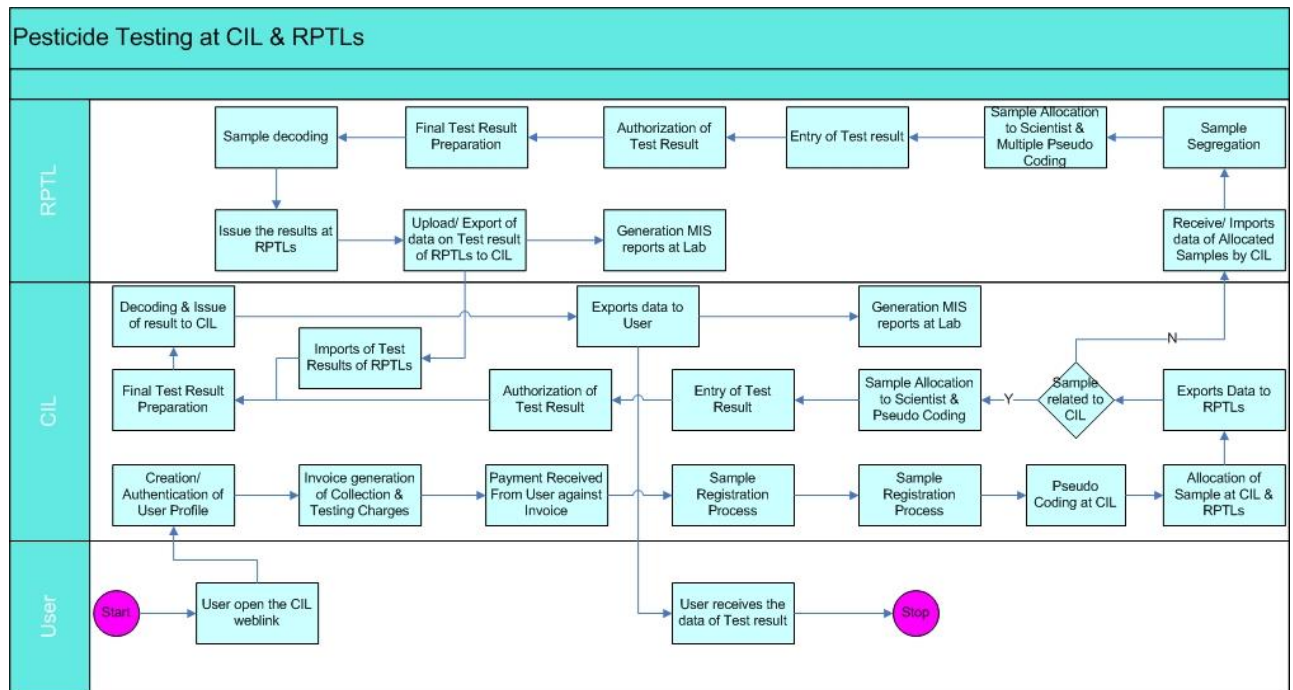
2.2.1.3.10 MONITORING OF SEED TREATMENT ACTIVITY

The Software module for Seed Treatment Activity will facilitate to capture following information at state level from State Agriculture Department on monthly basis.

- Month
- Season
- State
- Crop name
- Crop Area
- Target to govt.
- Target Qty. of seed to be treated by Deptt. of Agriculture
- Achieved Qty. of seed treated by Deptt. of Agriculture
- Target Qty. of seed to be treated by other Agencies
- Achieved Qty. of seed treated by other Agencies
- Target Qty. of seed to be treated by farmers
- Achieved Qty. of seed treated by farmers
- Total Target Qty. of seed to be treated
- Total Achieved Qty. of seed treated
- date of reporting

The sample report format is attached as **"Annexure-Report Format VII"**

2.2.1.3.11 MONITORING OF PESTICIDE POISONING CASES

This Software module will facilitate to capture following information at state level from State Agriculture Department on half yearly basis.

- State

- Period from

- Period To

- Pesticide poisoning case Number or FIR Number

- Culprit Pesticide Name

- Name of Mfr. & Batch No.

- No. of persons died/Survied due to

- Case type (Suicidal /Homicidal/ Accidental/ Occupational)

- Whether Postmortom done or Not in case of Death

- Details of qualified functionaries notified for pesticide poisoning case

- Safety measures

The sample report format is attached as **"Annexure-Report Format VI"**

C. Configurable but Repeated Modules are:

2.2.1.3.12 SMS MANAGEMENT

Information with regard to status and result of the license and registration application is proposed to be sent via mobile in the form of SMS to the applicant retailers and farmers wherever required. The SMS management module would provide functionalities of registration of recipients for SMS, creation of scheduled tasks for auto SMS (e.g. current status of license application), creation of distribution list, deletion from the distribution list, prices and availability of stock to the dealer nearest to their area.

2.2.1.3.13 PRINTING

The printing module is proposed to be a generic configurable module that would enable the users to print the information disseminated through search module, at any level.

2.3 User Characteristics

Application will be part of SAP primarily used by the farmers, officials of Village Panchayats, Block Panchayats, District Panchayats, State Agriculture Departments, Private and Government Institutions, agencies, dealers, Call Centers and Ministry of Agriculture. Apart from these users, some of the reports can be viewed by other Ministries and Departments and also the common man for the purpose of social audit.

The Government and Private Institutions Officials are being provided with basic working knowledge of computers under various capacity building programmers, however they are not very familiar with computer based applications. Accordingly, user interface should be institutively designed so that it is fairly simple, easy to use and self-explanatory. **The software should allow the users to switch-over to local language so that all the textual elements are displayed in local language for better understanding and effective use**. The State and Central Ministry's users are already working with computers and are fairly conversant with computer based applications.

The software will facilitate the farmers and the other users who are having any disability to read and understand the textual elements by receiving voice messages in their local language and the images related to the text mouse over.

2.4 Constraints

1. This will be an internet based application which will be designed, developed and centrally hosted in NIC's Data Centre.

2. The users will be accessing the software application using various connectivity scenarios. As the application will be used by State/District/Block Agriculture Departments (no of departments), Center and MoA, Government and Private Institutions, dealers, agencies, KCCs and Farmers the no. of application users and concurrent users will be very high as mentioned in non-Functional Requirements. The software has to take into account all sorts of communication environments and slow

communication links as specified in Chapter 6. The software should also scale-up as per the requirements defined in Chapter 6.

3. The application will support only Unicode enabled fonts for local language representation.

4. This will need to interoperate with other software applications which are being developed as part of Mission Mode Project including Local Government Directory, Plan Plus, Action Soft and Schemes Database indicated in Non-Functional Requirements.

5. The application should be accessible to any browser from PC or mobile..

6. The stakeholder groups (farmers, private sector and the government) could use the proposed service delivery channels (CSC, Department, KCC, SCC, Private Kiosks, Mobile, IVRS, Agri. clinics and Agri. business centers) to initiate service requests; which would be processed by the Central and State Agriculture Portals (depending on the level of service request generation and processing location).

7. There is requirement to develop an interface in regional languages for input and output interfaces.

2.5 Assumptions and Dependencies

Common features including Login, Logout, Forgot password, Change Password, User management features etc. which will be used across all software applications as part of Mission Mode Project will be developed commonly and uniformly.

The availability of software applications with which this would be interoperating will be crucial for smooth functioning of application.

It is assumed that the third party tools and applications software wherever required to fulfill the functionality of this will be available on the machines where such features will be executed. These may include office tools for viewing the **PDF** and charts generated by the package. Further, a use case wise description of assumptions have been described, wherever applicable, as part of **Functional Requirements** in **Chapter3.**

The SRS is prepared on the basis of requirement received from Stakeholder from States. Master tables are defined in logical database requirement based on current needs. But

more master tables may be designed at the time of designing documents or changes in documents.

Model MIS Reports are defined in MIS Report section. More MIS reports will be created at the time of designed stage or as per changes in documents.

However non functional requirements will be decided at the later stage of development.

2.6 Acceptance Criteria

This SRS document will stand accepted once **State Nodal Officers and Central Nodal Officer** accord a formal approval to this document.

3. SPECIFIC REQUIREMENTS

3.1 External Interface Requirements

The user, hardware, software and communication interface requirements of the proposed application are listed below:

3.1.1 USER INTERFACES

Web based Graphical User Interface (GUI) will be provided. Portal will be completely menu driven and user friendly. The GUI consists of the various Input forms, output screens along with the help files provided as per the requirement.

3.1.2 HARDWARE

The proposed software application under the service does not in visage any special external H/W interface.

3.1.3 SOFTWARE INTERFACES

The software will interoperate with other software applications which are being developed under NeGP (A) Mission Mode Project, in particular Central Agriculture Portal and State Agriculture Portal.

This application will interoperate with SAP to get the information of the registered users on the SAP, their registration and application forms to get licenses in Pesticides. It will display the status of the registered applications on the SAP. The application will also facilitate information through web-services to be used by Central Agriculture Portal for disseminating compiled information of states.

3.2 Software Product Features

The functional requirements of the proposed system are described below in terms of use cases. A use case may be defined as a particular activity that an actor can perform. An actor

is a user with a specific role. The following table gives a brief description of each use case field in the use cases that follow:

3.2.1 *COMMON USE CASES*

This sub-section describes the use cases, which would be available to the actor belonging to any role. Refer to Annexure ----- for a diagrammatic representation of the relationships between actor and use cases and among different use cases. The set of common use cases are:

- Log in
- Logout
- Change Password
- Switch Language
- Forget Password
- Forget User ID
- Select Season

Each of these use cases is described below in more detail

.
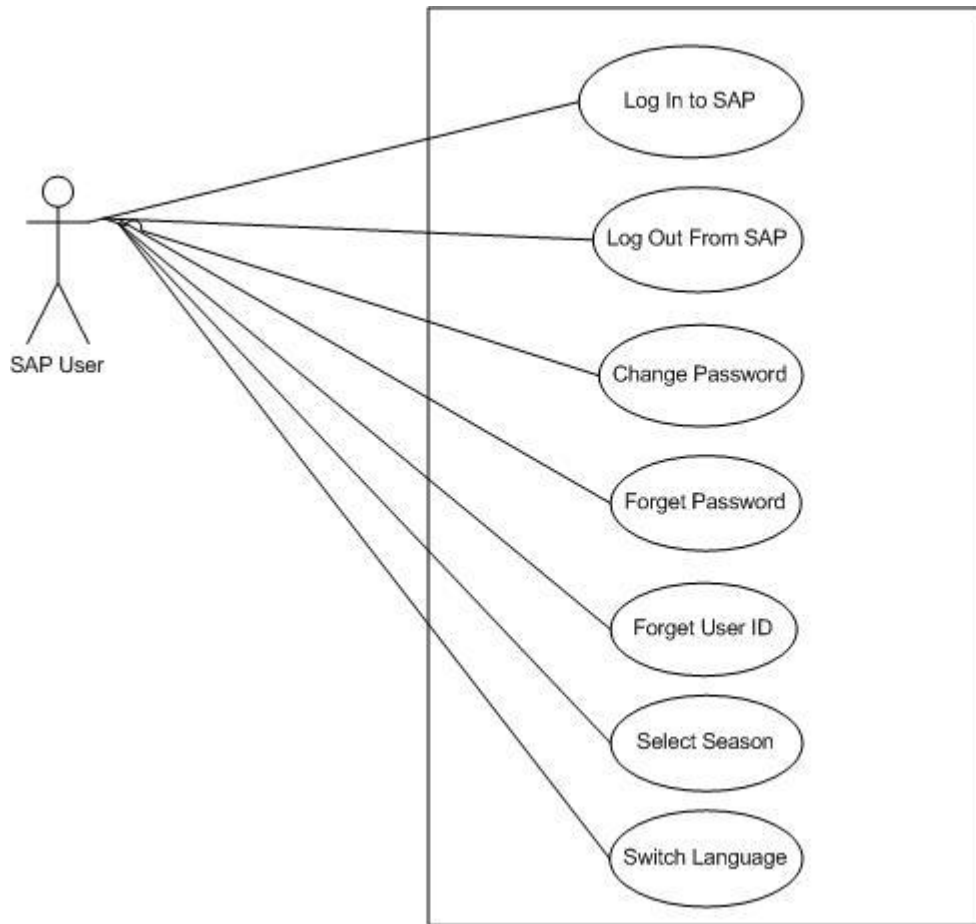
Use Case No.	Functionality	Description	Actor(s)
UC 3.2.1.1	Log In	This use case is used to Log In to SAP.	SAP User
UC 3.2.1.2	Log Out	This use case would allow the actor to logout of SAP Application to which he/ she is already logged in.	SAP User
UC 3.2.1.3	Change Password	This use case is used for existing password for SAP User.	SAP User

UC 3.2.1.4	Switch Language	This use case is used to switch language.	SAP User
UC 3.2.1.5	Forget Password	This use case is used for Forget Password.	SAP User
UC 3.2.1.6	Forget User ID	This use case is used for Forget User Id.	SAP User

3.2.1.1 Log In

UC 3.2.1.1	Log In
Version:	00
Context:	This use case is used to Log In to SAP.
Priority:	High
Frequency:	As and when actor want to get the information from SAP.
Primary Actor:	SAP User
Preconditions:	User has clicked on the link available at SAP. User viewed the page in default language for state.
Basic Flow	1. System presents the actor an interface to enter user name and password: 2. Actor shall enter user id and password. 3. Actor shall also enter the captcha code. 3. Actor instruct to Log In into system. 4. On Successful login User shall reach at Home page of SAP.
Alternative Flow:	1. **Invalid User ID or Password:** If actor enters wrong user id or password then system will display "Invalid Login". Actor shall acknowledge the message. System will return back to Pre Condition. 2. **Actor is already login:** If Actor chooses to invoke multiple instances. System will display a message "Already Log In". 3. **Actor attempt to login with wrong User id and Password at least 3 times:** System will display the message "Your Account is temporary

	blocked".
	4. Actor Clicks on reset link: System will clear the user id and password.
Post Condition:	1. Actor shall successfully login into system.
	2. Actor will access the information from SAP as per defined role.
Special Requirements:	Form field are verify from both client and server end.
Unresolved Issues:	

3.2.1.2 Log Out

UC 3.2.1.2	Log Out
Version:	00
Context:	This use case would allow the actor to logout of SAP Application to which he/ she is already logged in.
Priority:	High
Frequency:	As and when user Log In into SAP.
Primary Actor:	SAP User
Preconditions:	Actor is logged into SAP application over the web.
Basic Flow	1. Actor shall click on the logout link.
	2. System will display a message "You have successfully logout."
	3. System will return back to Home Page.
Alternative Flow:	**1. Actor chooses to Close the browser window :**
	a. System displays the message, "The currently logged in user was logged out. Thanks for using SAP package.
	b. The System would close the SAP package.
	2. If the actor is already logged in into ISQSFP package and System times out the actor: The system logs out the actor whenever the actor tries to click any option. The System returns back to the Home page.
Post Condition:	1. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	
Unresolved	

Issues:	

3.2.1.3 Change Password

UC 3.2.1.3	Change Password
Version:	00
Context:	This use case is used for existing password for SAP User.
Priority:	High
Frequency:	As and when actor wants to change his/ her password.
Primary Actor:	SAP User
Preconditions:	Actor shall login in to SAP using UC 3.2.1.1.
Basic Flow	1. Actor shall instruct the system to change password. 2. Actor shall enter the old password. 3. Actor shall enter the new password and again enter the confirmed new password. 4. Actor shall instruct to change password. 5. System will display a message "Your Password has been modified." 6. System will return back to Home Page.
Alternative Flow:	**1. The actor attempts to save the changed password without specifying the Old Password:** The System would respond with a message, "Please enter a password for the user". **2. The actor attempts to save the changed password without specifying the New Password:** The System would respond with a message, "Please enter a confirmation password for the user". **3. The actor attempts to save the changed password without specifying the Confirm Password:** The System would respond with a message, "Please enter a confirmation password for the user".

	4. The length of the new password is less than 8 characters:
	The system would respond with the message, "The length of the password should be greater than 8 characters".
	The length of the new password is greater than 12 characters.
	The System would respond with the message, "The length of the password cannot be greater than 12 characters".
	5. The New Password is same as Old Password:
	The System would respond with the message, "The new password you have entered is same as old password. Please enter a different value for new password".
	The New Password is same as Previous old Password
	The System would respond with a message, "New Password cannot be same as previous old password".
	6. Confirm Password is different from New Password:
	The System would respond with the message, "Confirm Password should be same as New Password".
	7. The New Password is not a Strong Password:
	The System would respond with a message, "Please correct the problem (s) with your new password. Strong Passwords must include at-least one number and special character."
Post Condition:	1. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	
Business Rules	1. The length of the new password should be greater than 8 and less than 12 characters.
	2. Old Password, New Password and Confirm Password fields are Mandatory.
	3. Confirm Password should be same as New Password.
	4. The New Password should include at-least one number and one special character.
	5. The New Password should not be same as the Old Password & Previous Old Password.
Unresolved	

Issues:	

3.2.1.4 Switch Language

UC 3.2.1.4	Switch Language
Actor(s)	**SAP User, General Citizen**
Description	This use case will allow the actor to view the SAP in one of the supported languages that is different from the language in which she is currently viewing. All fixed text on screens, drop down list of values, any error or warning messages generated by **SAP** and help text will be displayed in the chosen language.
Pre Conditions	The Actor is either viewing the default page of SAP before log in or any of the screens of SAP (which are available after login) in one of the languages supported by the package.
Triggers	The actor chooses a language from the list of languages supported by the SAP.
Normal Flow	1) The system would display the list of all languages supported by SAP. 2) The actor would be able to select one language from the list of displayed languages. 3) The current page and all subsequent pages will be displayed in the selected language. All fixed text on screens, drop down list of values, any error or warning messages generated by SAP and help text would be translated in the chosen language. 4) The system would issue an informational message, "To enter data in the selected language, please set the language in your machine". 5) For logged in SAP users, system would additionally prompt the following messages to the actor: a) System would prompt actor "Do you wish set this as your default language?" In case actor confirms, system sets the default language of the actor (Primary user id) as per the selected Language Package. b) In case actor has mapped multiple user ids to his/her logged in id through **Configure Multiple SAP User accounts** use case, the system would also prompt the actor as "Do you wish to change the Default Language for your

	secondary user ids as well?"
	c) In case actor confirms, system sets the default language for all secondary user ids as per the selected Language Package. Refer **Configure Multiple SAP User accounts** use case.
Alternative Flows	**None**
Post Conditions	1) The selected language becomes the current language of the SAP for the actor till she switches to another language or quits the SAP by either by logging out or her session times out.
	2) This has the implication that all fixed text on screens; drop down list of values, any error or warning messages generated by SAP and help text will be displayed in the chosen language. This of course applies only to those items that have been translated.
	3) For actor as logged in SAP user, system sets the default language of his/her Primary and or secondary User ids as per his/her confirmation.
Exceptions	**None**
Priority	**High**
Business Rules	1. SAP will display labels as per the following logic to ensure that labels/help text is always available in at least one language:
	a. Display all the /labels/masters/messages text on screens, as translated while creating the selected language package are displayed to the actor.
	b. In case no translation(s) is available in current language for some or all labels, then display those label(s) in default English language.
	2. The list under Switch Language option would show all the language package names as created through **Create/Modify Language Package** use case.
Relationships	**Extends** Main page of SAP. **Is Extended By** None. **Uses** Login, if the actor has logged in to the portal.

Special Requirements	1) SAP will support entry and display of languages.
	2) That have UNICODE enabled fonts.
	3) Both Latin and non-Latin scripts such as Hindi, Tamil etc.
	4) That read from left to write.
Assumptions	The Default language of the SAP would always be English.

3.2.1.5 Forget Password

UC 3.2.1.5	Forget Password
Version:	00
Context:	This use case is used for Forget Password of SAP Login.
Priority:	High
Frequency:	As and when actor forget the information from SAP.
Primary Actor:	SAP User
Preconditions:	User has clicked on the link available at SAP for Forget Password.
Basic Flow	1. System presents the actor an interface to enter user name and email id:
	2. Actor shall enter user id and email id.
	3. System will send the new password at registered email id of user.
	Use Case Ends.
Alternative Flow:	**1. Invalid data** or left blank any required field.
	Application will check the invalid data or left blank any field before search details. And if found then display the alert messages corresponding to related field.
	2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Actor shall successfully get the password.
Special Requirements:	Form field are verify from both client and server end.
Unresolved Issues:	

3.2.1.6 Forget User ID

UC 3.2.1.6	Forget User ID
Version:	00
Context:	This use case is used for Forget User ID of SAP Login.
Priority:	High
Frequency:	As and when actor forget the information from SAP.
Primary Actor:	SAP User
Preconditions:	User has clicked on the link available at SAP for Forget User ID.
Basic Flow	1. System presents the actor an interface to enter email id: 2. Actor shall enter email id. 3. System will send the new password at email id of user. Use Case Ends.
Alternative Flow:	**1. Invalid data** or left blank any required field. Application will check the invalid data or left blank any field before search details. And if found then display the alert messages corresponding to related field. 2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	2. Actor shall successfully get the User id.
Special Requirements:	Form field are verify from both client and server end.
Unresolved Issues:	

3.2.2 *KNOWLEDGE MANAGEMENT SYSTEM*

Knowledge Management System will consist of following **Core Modules**:

3.2.2.1 User Management/System Administration

- User Management (Add New/Modify/Delete/View)

- Role Recreation (Add New/Modify/Delete/View)
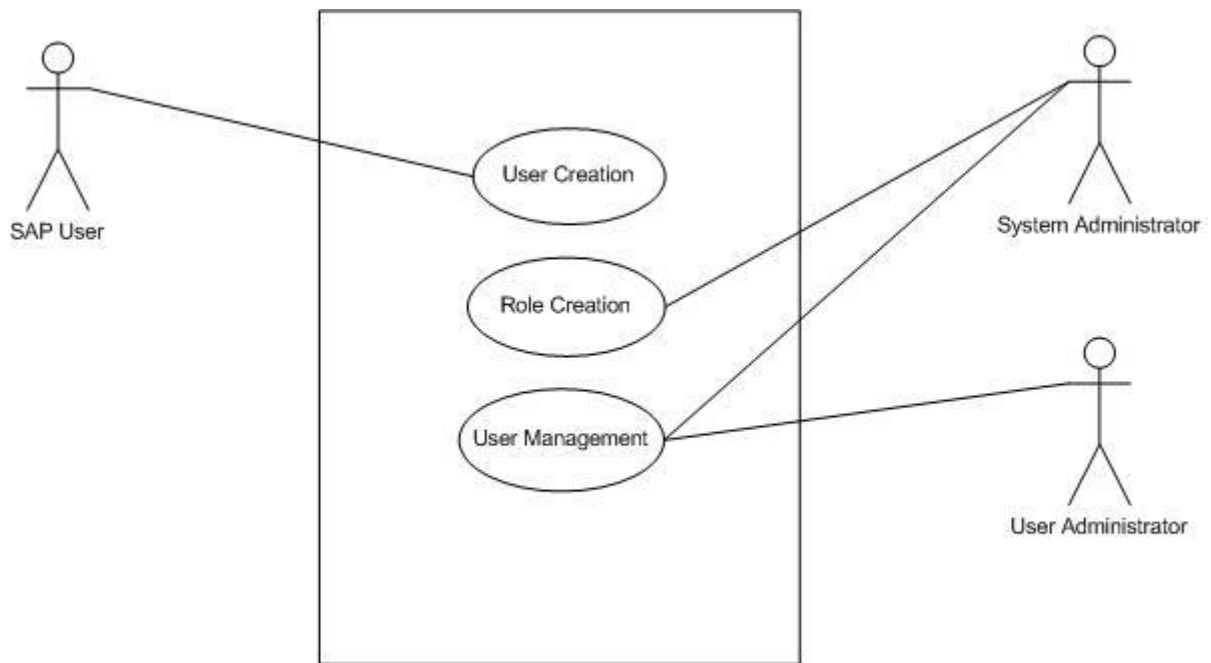
Sr No.	Actor	Responsibility
1	SAP User	To Create SAP User
2	System Administrator	To Create role for SAP User
3	System/ User Administrator	To Add/ Edit/ Activation/ deactivation/ Freeze the SAP User

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.2.1.1	User Creation	This use case is for Creating, editing or deleting users from web by the users themselves.	SAP User
UC 3.2.2.1.2	Role Creation	This use case is for adding, editing or deleting user roles from master table	System Administrator
UC 3.2.2.1.3	User Management	This use case is for adding, editing, activate/ deactivate or freeze user from master table	System / User Administrator

3.2.2.1.1 USER CREATION

UC 3.2.2.1.1	User Creation
Version:	00
Context:	This use case is for Creating, editing users from the web.
Priority:	High
Frequency:	Less.
Primary Actor:	SAP User
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow	1. System presents the Actor list of Users with the option of add, edit and delete

	2. If Actor shall instruct to add the user.
	
	• System presents an interface with the following options:
	
	    a) User ID
	    b) Password
	    c) Name
	    d) Address
	    e) Residential Address
	    f) Designation
	    g) Contact
	    h) Departmental Email ID
	    i) Alternate Email ID
	    j) Date of Birth
	    k) Category(Departmental or External User)
	    l) Department Name
	    m) State
	    n) District
	
	3. Actor shall enter the user details and instruct to store into system.
	
	4. If Actor wants to edit the user.
	
	• Actor selects the particular user to be edited and presses edit.
	• System shows the user contents with editable access.
	• Edits the content (Add- to enter new details /Modify- edit the current details).
	• Actor shall instruct to update the table.
	
	The Use Case Ends.

Alternative Flow:	**1. Invalid data** or left blank any required field. Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field. 2. Cancel If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 3. The system shall generate application reference no and thrown a message to the applicant.

	4. An SMS indicating the registration is complete will be sent to the recipient mobile. 5. Table shall be updated.
Special Requirements:	
Unresolved Issues:	

3.2.2.1.2 ROLE CREATION

UC 3.2.2.1.2	Role Creation
Version:	00
Context:	This use case is for adding, editing or deleting user roles from master table
Priority:	High
Frequency:	Rare
Primary Actor:	SAP Administrator
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.

Basic Flow	1. System presents the Actor list of Roles (if already exist) or blank page with the option of add, edit and delete
	
	2. If Actor shall instruct to add the role.
	
	   • System presents an interface with the following options:
	
	      a)**Role ID:** Actor shall define the unique role id.
	
	      b) **Role Name:** Actor shall define the name of the role.
	
	      c) **Role Description:** Actor shall describe the user's role.
	
	      d) **Level of User's Role:** Actor shall also define the levels of user's role like State/ Range/ District.
	
	      e)**Department:** Actor shall enter the
	
	      f) **Date of Creation of Role**
	
	3. Actor shall enter the role details and instruct to store into system.
	
	4. If Actor wants to edit the Role.
	
	   • Actor selects the particular role to be edited and instructs to edit.

	• System shows the role contents with editable access. • Edits the content (Add- to enter new details /Modify- edit the current details). • Actor shall instruct to update the table. **5.** If Actor wants to delete the role. • Checks the particular/multiple role to be deleted and instruct to delete. The Use Case Ends.
Alternative Flow:	**1. Invalid data** or left blank any required field. Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field. 2. Cancel If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile. 4. Table shall be updated.
Special Requirements:	
Unresolved Issues:	

3.2.2.1.3 USER MANGEMENT

UC 3.2.2.1.3	User Management
Version:	00

Context:	This use case is for adding, editing, activate/ deactivate or freeze the user and user roles from master table
Priority:	High
Frequency:	Rare
Primary Actor:	SAP Administrator, User Administration
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow	1. System presents the Actor list of users (if already exist) or blank page with the option of add, edit and delete 2. If Actor shall instruct to add the role. - System presents an interface with the following options: a) **User ID:** Actor shall select the User ID fro existing list of User ID. b) **Role ID:** Actor shall define the name of the role. c) **Level's of User's Role: This field comes from Role Creation table.** d) **Range/ District Name:** Actor shall enter the range/ district where the User has posted in case only range or district level user. 3. Actor shall enter the user management details and instruct to store into system. 4. If Actor wants to edit the Role. - Actor selects the particular user to be edited. - System shows the role contents with editable access. - Edits the content (Add- to enter new details /Modify- edit the current details). - Actor shall instruct to update the table. 5. If Actor wants to activate/ deactivate the user. - Checks the particular/multiple role to be activated / deactivated and instruct to activate/ deactivate. 6. If Actor wants to Freeze the role. - Checks the particular user to be freeze and instruct to freeze the user. The Use Case Ends.
Alternative Flow:	**1. Invalid data** or left blank any required field.

	Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field. 2. Cancel If Actor cancels the form then system will reach at home page.
Post Condition:	1. Tables should be updated.
Special Requirements:	
Unresolved Issues:	

3.2.2.2 Content Management (For the Sub Service-Pesticide)

- IPM Package of Practices
- Master Table

3.2.2.3 Manage IPM Package of Practice
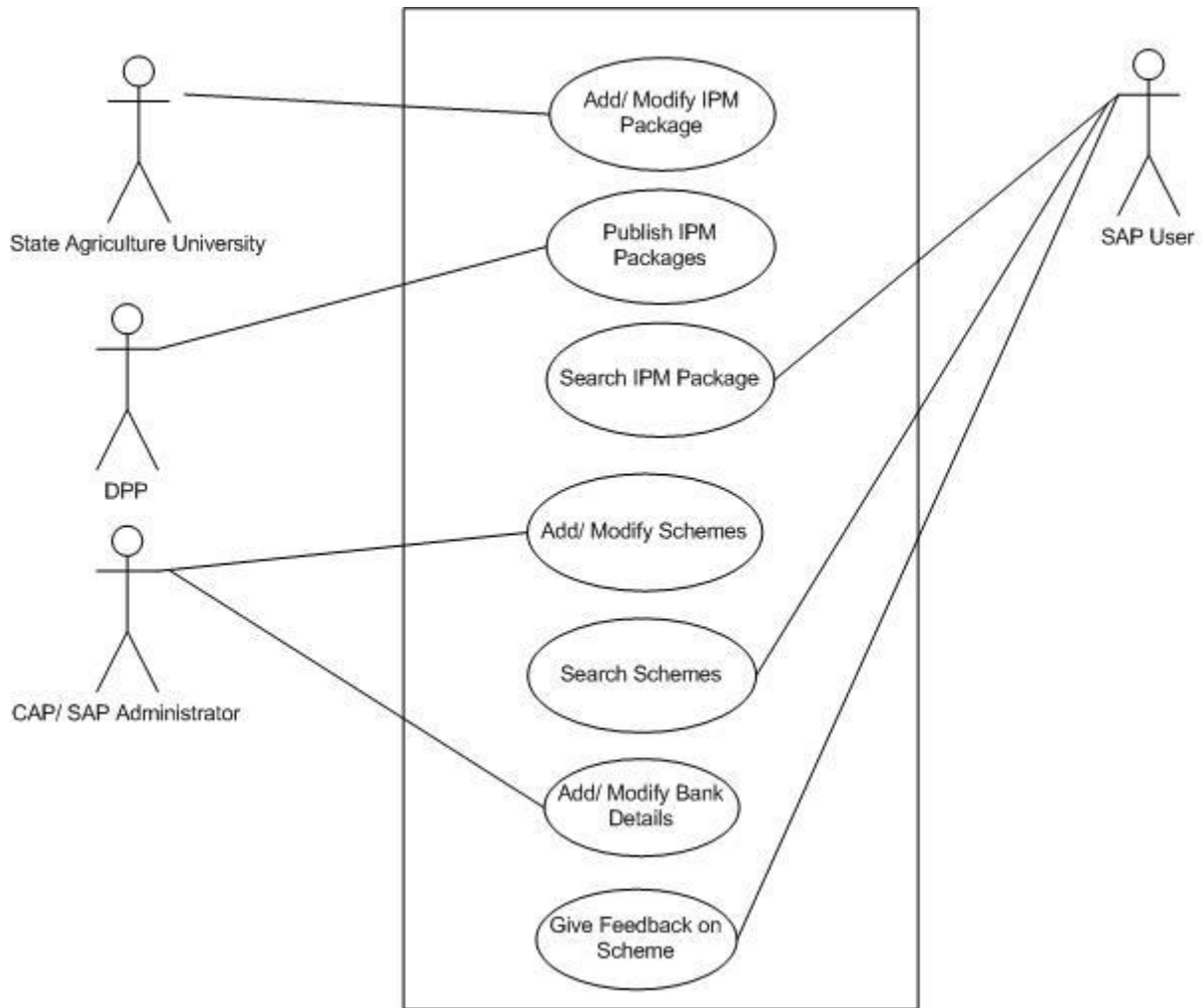
Use Case No.	Functionality	Description	Actor(s)
UC 3.2.2.4.1	Add IPM Packages	This use case is used to enter the IMP packages of practices.	State Agriculture University
UC 3.2.2.4.2	Publish IPM Packages	This use case is used to publish IPM Packages	DDPP
UC 3.2.2.4.3	Update IPM Packages	This is use case is used to update IPM packages of	State Agriculture University

UC 3.2.2.4.4	Search IPM Packages	This is use case is used to Search IPM packages of the pesticide.	SAP User
UC 3.2.2.7	Master Table	This use case is for adding, editing or deleting contents from master table	System Administrator

3.2.2.3.1 ADD IPM PACKAGE PRACTICES

UC 3.2.2.4.1	Add IPM Package Practices
Version:	00
Context:	This use case is used to enter the IMP packages of practices.
Priority:	High
Frequency:	As and when user wants to add IPM packages of Practices.
Primary Actor:	State Agriculture University
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.

Basic Flow	1. System presents the actor an interface to enter following details of IPM Packages of pesticide:
	
	 • Crop Name
	
	 • Insect Pest of National Significance
	      o Common name and Scientific name of the Insects, Diseases, Disorders, Weeds, Rodents, Birds, Nematodes etc
	
	 • Insect Pest of Regional Significance
	      o Common name, Scientific name and the states covered by the Insects, Diseases, Disorders, Weeds, Rodents, Birds, Nematodes etc
	
	 • Pest Monitoring
	      o Agro Eco System Analysis(AESA)

	o Survey/ Field Scouting
	
	         o Pest Monitoring through Pheromone / Yellow Pan/ Sticky traps etc.
	
	         o Economic threshold level(ETLs)
	
	         o Any other CROP Specific (Eg. Insecticide Resistance Management (IRM) of Heltcoverpa for COTON)
	
	 • Integrated Pest management Strategies:
	
	         o Cultural Practices
	
	         o Mechanical practices
	
	         o Bio control Practices
	
	         o Chemical Control Measures
	
	         o Weed Management Practices
	
	         o Nematode Management Practices
	
	         o Any Other practice specific to CROP
	
	 • CROP Stage wise IPM practices
	
	 • Do's and Don'ts in Pest management
	
	 • Safety parameters
	
	 • Manage Pesticide Product
	
	 • Zone wise list of resistant and tolerant CROP varieties
	
	 • Pest and disease wise list of resistant and tolerant CROP varieties
	
	 • Pest and Disease wise recommended dosage and time of apply of Pesticide
	
	 • Basic precautions in pesticide usage : purchase, Storage, handeling, precation in preparing spray solution, precaution for applying pesticide equipments, disposal
	
	 3. Actor shall enter all the details of particular crop.
	
	 4. Actor shall instruct the system to save data.
	
	 5. System captures the input and updates the database.
	
	 6. System shall forward the data for approval to Department of Plant Protection for approval.

Alternative Flow:	**1. Invalid data or left blank any required field.**

	Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field.
	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Data shall be saved in the database.
	2. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.2.3.2 PUBLISH IPM PACKAGE OF PRACTICES

UC 3.2.2.4.2	Publish IPM Package of Practices
Version:	00
Context:	This use case is used to Publish the IPM package of practices.
Priority:	High
Frequency:	As and when user wants to publish the IPM package of pesticide.
Primary Actor:	DDPP
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow	1. Actor shall instruct system to show pending IPM packages.
	2. System presents the actor a list of IPM packages of practices pending of approval.
	3. Actor shall select the IPM packages of practices from the list.
	4. Actor shall verify the data.
	5. Actor shall instruct the system to publish the IPM packages of practices.
	6. System will publish the data on SAP.
Alternative Flow:	**1. Invalid data** or left blank any required field.
	Application will check the invalid data or left blank any field before

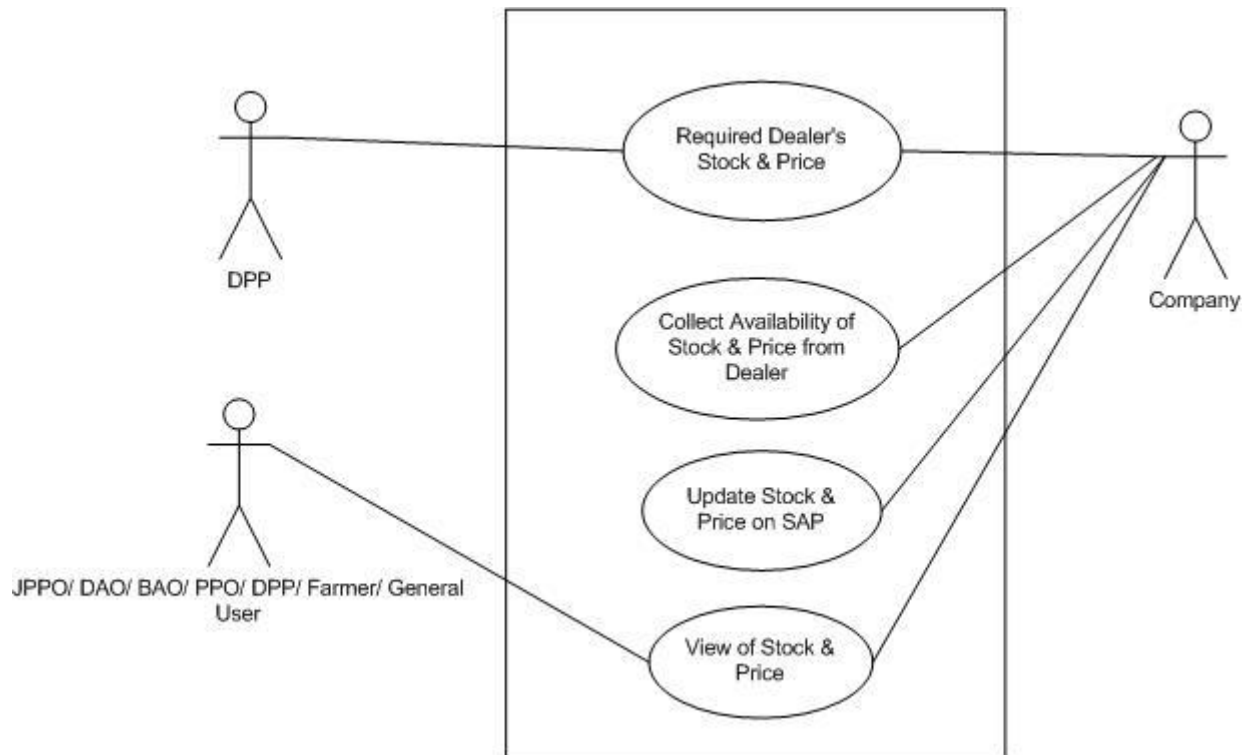|	
	search details. And if found then display the alert messages corresponding to related field. 　2. **Cancel** If Actor cancels the form then system will reach　　　　at home page.
Post Condition:	1. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	
Unresolved Issues:	

3.2.2.3.3　UPDATE IPM PACKAGE OF PRAQCTICES

UC 3.2.2.4.3	Update IPM Package of Practices
Version:	00
Context:	This is use case is used to update IPM packages of the pesticide.
Priority:	High
Frequency:	As and when user wants to update pesticide product.
Primary Actor:	State Agriculture University
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow	1. Actor shall instruct the system to update the IPM package of practices. 2. System presents the actor list of all IPM Packages of pesticide already entered into SAP. 3. Actor shall select IPM package from the given list. 4. Actor shall make changes of IPM package of pesticide. 5. Actor shall instruct the system to save data. 6. System captures the input and updates the database. 7. System shall forward the data for approval to Department of Plant Protection for approval.
Alternative Flow:	**1. Invalid data** or left blank any required field.

	Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field. 2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Data shall be saved in the database. 2. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	
Unresolved Issues:	

3.2.2.3.4   SEARCH IPM PACKAGE OF PRACTICES

UC 3.2.2.4.4	Search IPM Package of Practices
Version:	00
Context:	This use case is used to search the IPM package of practices.
Priority:	High
Frequency:	As and when user wants to search the IPM package of pesticide.
Primary Actor:	SAP User
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow	1. System presents the actor an interface to search IPM packages of practices by their name or photo of insect. 2. Actor shall select the photo or enter name of insect. 3. System presents the list of insect or photos as per input given by the Actor. 4. Actor shall instruct to search data. 4. System will display the IMP packages of practices. 5. Actor can get the print out of the information shows on the page.
Alternative Flow:	**1. Invalid data** or left blank any required field. Application will check the invalid data or left blank any field before

	search details. And if found then display the alert messages corresponding to related field. 2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Actor shall successfully logout and brought to the Home Page.
Special Requirements:	
Unresolved Issues:	

3.2.2.4 Manage Master Table

UC 3.2.2.7	Manage Master Table
Version:	00
Context:	This use case is for adding, editing or deleting contents from master table
Priority:	HIGH
Frequency:	Frequent
Primary Actor:	SAP Administrator
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.

Basic Flow:	1. System presents the Actor list of master tables with the option of add, edit and delete
	2. If Actor shall instruct to add the master table.
	    • Will add a master table (if there is any feature updated to the application in future then the master table to be created for support)
	3. System presents a list of master table to actor. Actor shall select the one of the master table from the below given list:
	    a. At SAP
	       • Service Authority (Approving Authority)
	       • Validity of Certificate
	       • Type of Certificate (RC, LC, QC&A)
	       • Licensing Issuing Authority
	       • Local Body Code

	• Designation
	
	 • Fee Criteria
	
	 • Home Page Information
	
	 • Lab Test Name
	
	 • Certified Parameters for quality testing
	
	 • Welfare Schemes & implementation guidelines
	
	 • Pest Category
	
	 • Advisory Units
	
	 • Training Courses
	
	 • Bank Details
	
	 b. At CAP
	
	    • Type of inputs
	
	    • Product Code – input Wise
	
	    • Type of Dealer
	
	    • Type of Applicant (Dealer/ farmer)
	
	    • State
	
	    • District
	
	    • Block
	
	    • Purpose of Lab Testing samples (export/ issuing license/ registration etc)
	
	    • Purpose of Issuing Certificate
	
	    • Buyers & Sellers for e-trade
	
	    • Welfare Schemes & implementation guidelines
	
	    • List of designated inspectors for quality control
	
	    • List of Pathogens/ Pests/ Disease/ Nematode/ Weed/ Disorder
	
	 4. Actor shall enter the details as per provided fields and instruct to save the data.
	
	 5. If Actor shall instruct to edit the master table.
	
	    • Actor checks the particular table to be edited and presses edit.
	
	    • System shows the table contents with editable access.
	
	    • Edits the content (Add/Modify).
	
	    • Actor shall instruct to update the table.	

	The Use Case Ends.
Alternative Flow:	
Post Condition:	1. Tables should be updated. 2. Invalid data or left blank any required field. Application will check the invalid data or left blank any field before save the forms details. And if found then display the alert messages corresponding to related field. 3. **Cancel** If Actor cancels the form then system will reach at home page. 4. **Duplicate Entry:** System shall check at the time of updating data, there shall not exist same data in the table. If same data is exist in database then the System displays a message "Duplicate data not allowed."
Special Requirements:	Mandatory fields, validation done from client and server both end. Master table will be designed at Designed Documents stage. More Tables can be added as per application requirement/changes.
Business Requirement	
Unresolved Issues:	

3.2.2.5 Stock and Price of Pesticide:

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.2.3.1	Request/ Reminder to company for Update stock and price	This use case used when actor send request to company for update stock and price	DPP
UC 3.2.2.3.2	Company Update Stock and Price	This use case is used when company update their stock and price dealer wise.	Company

UC 3.2.2.3.3	View Availability of stock and price	This use case is used when Actor View the availability of stock and price	JPPO, DAO, BAO,PPO,DPP, Dealers, Farmer, General User

3.2.2.5.1 REQUEST/REMINDER TO COMPANY FOR UPDATE STOCK AND PRICE

UC 3.2.2.3.1	Request/reminder to Company & Dealer for update stock and price
Version:	00
Context:	This use case is used to send request mail to all registered company with system for update their stock and price
Priority:	
Frequency:	Monthly or As and when needs DDPP/ JDA to update stock and price
Primary Actor:	DDPP, Company, Dealer
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. The actor has the privilege to send mail.

Basic Flow:	1. Request/ reminder to company for update stock and price
	
	a) Actor will be presented list of all registered company with the portal which are in active status.
	
	b) Actor will select multiple of company for send request mail
	
	c) Actor will be presented a mail compose form, main field are :
	  - Subject
	  - Mail Content area
	  - Option for send any required attachment if actor want to send
	
	d) The actor shall be able to modify the following data :
	   Dealer Address, Location, Area, Contact No, Authorized for
	
	e) Actor selects send option.

	f) Request mail will send to all selected company and a copy to respective higher authority.

The use case ends. |
| Alternative Flow: | 1. **Blank Field:** System checks the validation of blank fields. Before send the forms details. And if found then display the alert messages corresponding to related field.

2. **Cancel** If Actor cancels the form then system will reach at home page. |
| Post Condition: | Send the request, process details saved in database with timestamp, which can use to generate reports if required. |
| Special Requirements: | All company email id should be valid and active.
If any request mail is bounced from company email id, then system saves the status, which used to review the request status. |
| Unresolved Issues: | |

3.2.2.5.2 COMPANY/ DEALER UPDATE STOCK AND PRICE

UC 3.2.2.3.2	Company/ Dealer Update Stock and Price
Version:	00
Context:	This use case is used to update the availability of stock and price by company
Priority:	
Frequency:	Dealers to update availability stock and price Daily
Primary Actor:	Company/ Dealer
Preconditions:	User must be registered on State Agriculture Portal.
Actor is logged into SAP application over the web using UC 3.2.1.1.
User should be authenticated by system and set his/her states as Login.
The actor has the privilege to update availability of their company stock and price.
Basic Flow:	1. Company/ Dealer Update Stock and Price
a) System presents an option to the actor for Company/ Dealer.
b) Actor Shall select the option.

	C1) If Actor chooses Dealer option then System present interface with following items.
	- Dealer Name: This field comes from Dealer table
	- Manufacturing Date:
	- Brand Name:
	- Opening Stock: Actor will present with an interface where he can select numbers of availability of items.
	- Receipt Stock: Actor shall update the stock of pesticide from last updated.
	- Sold Stock: Actor shall update the sold stock of pesticide.
	- Closing Balance: Opening Stock + Receipt Stock – Sold Stock
	C2) If Actor chooses Company option then System present interface with following items.
	- Company Name: This field comes from Dealer table
	- Manufacturing Date:
	- Technical name
	- Brand Name: Actor will present with an interface where he can select Item.
	- unit Price: Actor will present with an interface where he can enter the price of Item. (per KG/per Lit)
	-capacity for production
	-Quantity manufactured (up to the month)
	d) System present Recheck and Update option.
	e) Actor selects Recheck option, then system will preset consolidated reports to actor and if actor select Update then data will update the database else actor can change their data.
	The use case ends.
Alternative Flow:	2. **Blank Data:** System checks the validation of blank fields and mandatory fields before update the forms details if found any error then system halt s processing and display the alert messages corresponding to

	related field. 3. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	Updating the availability of stock and price, a mail will trigger to respective authorities with consolidated reports. Respective authorities cross check the system report and publish the information which is updated by company.
Special Requirements:	If any request mail is bounced from company email id, then system saves the status, which used to review the request status. States will decide to update the stock and price by Company or By Dealer through web based application only.
Unresolved Issues:	

3.2.2.5.3 VIEW AVAILABILITY OF STOCK AND PRICE

UC 3.2.2.3.3	View Availability of Stock and Price
Version:	00
Context:	This use case is used for view the availability of stock and price by actor.
Priority:	
Frequency:	As and when actors wants to view the availability of stock and price.
Primary Actor:	JPPO, DAO, BAO,PPO,DPP, Dealers, Farmer, General User
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
Basic Flow:	1. System will present the data from the specific state as per SAP portal. a) Actor will present the form with search criteria with following items. System presents the default state as per user details. - District Name - Pesticide Name System shows the information if actor selects only district or pesticide name. Exp: Suppose Actor has select only one pesticide name, then system will show the list of all dealers of state.

	b) Actor selects the district from the list of districts displayed; This list will be based on the selected state.
	c) Actor Instructs to view the list of item availability, price based on search criteria.
	d) Under the availability details system displays following information with heading:
	Pesticide Name
	Dealer Name
	Dealer Sale Point Address
	Mobile
	Current availability
	Current Price
	Company Name
	e) Actor can view the details of company address and others required information in pop-up window after click on Company Name.
	The system will display max 15 numbers of rows at a time actor will be enabled with paging of information.
	The use case ends.
Alternative Flow:	1. **No data found** When there is no data found for the search criteria, the system will display a message that no record found. 2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	No data will be saved into the database.
Special Requirements:	Sorting of data will be possible on table heading. Display alphabetically sorted list of State, district,
Unresolved Issues:	
Post Condition:	Database is updated and mail trigger to respective person with consolidated information details.

Special Requirements:	Mandatory fields, validation done from client and server both end.

Sub Modules belonging to the Sub Service-Pesticide are described below

3.2.3 Transactions Modules are:

- Pesticide Registration
- License for Manufacturer (New/ Renewal)
- Grant of Permission for Marketing
- License for Marketing (New/ Renewal)
- License of Pest Control Operation (New/ Renewal)
- Pesticide Quality Testing
- Payment Gateway
- Expert Advisory
- Grievance Redressal
- Auto Alert System (SMS/ Email)
- Manual Alert System

3.2.3.1 Pesticide Registration Data

UC 3.2.3.1	Pesticide Registration data
Version:	00
Context:	This use case is used to fetch the data from CIBRC website of Pesticide Registration
Priority:	
Frequency:	As and when required (Monthly).
Primary Actor:	Pesticide nodal officer of State
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login.
Basic Flow:	1. Actor shall instruct to fetch the query to update the following information from CIBRC web server:

	a. Registration number
	b. Name of the Registrant
	c. Name of Insecticide
	d. Date of Registration
	e. State
	f. Validity, If applicable
	g. Purpose of Registration (Manufacture/ Export/ Import)
	h. Types of Registration (Technical/ Formulation)
	i. Category of Registration (9(3), (3b),9(4))
	j. Date of endorsement
	k. Date of Cancellation
	2. System will download the current data from CIBRC server through web services.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. The SAP database shall be updated from CIBRC server.
Special Requirements:	Pesticide information will be accessed through XML/ web service. Data exposed by www.cibrc.gov.in.
Business Rules	
Assumption	This will be integrated with licensing information system when online pesticide registration is fully functional for all categories.

3.2.3.2 Application for License
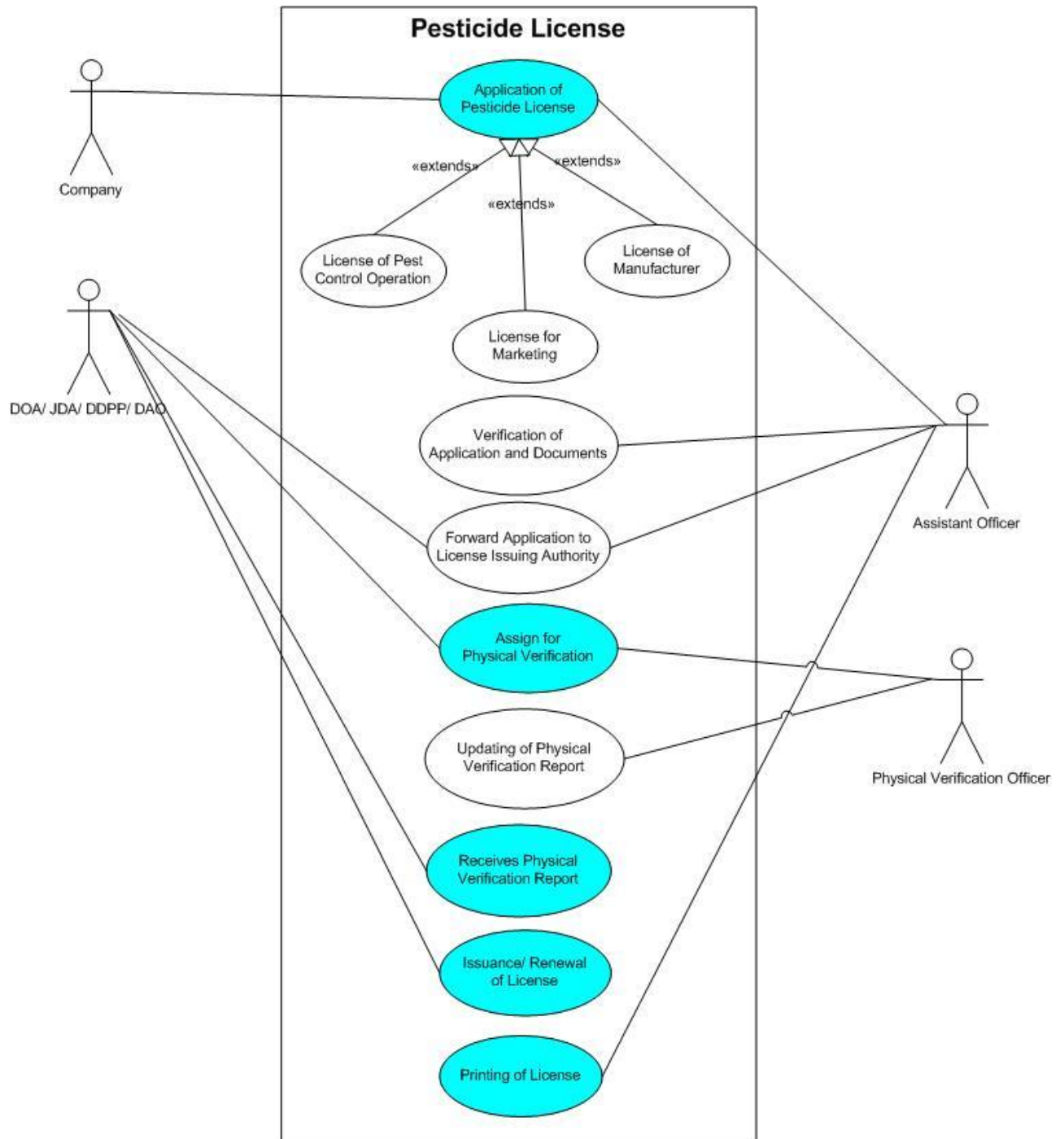
Sr No	Actor	Responsibility
1	A Company	To Apply a License
2	DOA	License Issuing Authority at State Level for Manufacturer, Marketing (Wholesaler), Pest Control
3	DDPP	License Issuing Authority at Range Level for Marketing (Wholesaler/ Retailer), Pest Control
4	JDA	License Issuing Authority at Range Level for

		Marketing(Retailer), Pest Control in absence of DDPP
5	DAO	License Issuing Authority at District Level for Marketing
6	Assistant Official	To verify application & docs., Printing the Application
7	Concerned Authority	To do physical verification of site and update report

3.2.3.2.1   LICENSE FOR MANUFACTURER (NEW/ RENEWAL)

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.1.1	Apply Pesticide Manufacture License	This use is used for apply a license for Manufacturing of Pesticide (Form III)	A Company
UC 3.2.3.2.1.2	Acceptance of Application & Forwarding of Application to verification Officer by DOA	This use case is used for accept the license to manufacture of pesticide and assign for physical verification	Assistant Official, DOA
UC 3.2.3.2.1.3	Entry Physical verification Report	This use case is used for entering physical verification reports	DOA, concerned Authority
UC 3.2.3.2.1.4	Issue License	This use case is used to issue the license to	DOA

		the applicant (Form V)	

3.2.3.2.1.1 Capture Manufacturer License

UC 3.2.3.2.1.1	**Capture Manufacture License**
Version:	00
Context:	This use case is used to apply a license for manufacturing of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Company
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Trigger	The actor choose to select Application for Manufacture License
Basic Flow:	1. Capture Manufacture License Data: a) System presents the actor with an interface with an option to add license information. b) Actor will be presented with an interface of form with following options **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address:** The actor shall specify the complete address. **Status**: The Actor shall specify the status as individual/ Proprietor, Partner, etc. **Address of the premises:** The actor shall specify the complete address of the premises where the manufacturing activity will be done. **Email ID:** **Mobile Number:**

Name of pesticides: The actor shall mention the name of the pesticide for which he would like to take license.

Registration Number: The Actor shall specify the registration number of pesticide.

Date: the actor shall mention the date of registration.

Enclose Copy of certificate of registration duly signed by the applicant.

Details of Full time Staff: Here we display 3 input field one for name, qualification and experience of staff.

Upload Option for all scanned document and certificates

> CIB Registration Certificate

> Challan documents of receipt money

> Memorandum of Article of Company

> Quality Certificate

> Site and Godown Details

> Other documents as per Check list.

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.

Data is not blank in case of name and address.

Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

> Cash Payment

> Demand Draft

	> Cheque Payment
	> Internet Banking
	> Debit Card
	> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:

> Select DD created Through

> Challan No

> Challan Date

> DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

i) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Payment information is completely mandatory so it is there.

Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

System shall forward the application to Assistant Officer.

	The use case ends.
Alternative Flow:	1. A Form with above data (Form III in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents.
	2. The actor can also download the check list from the SAP.
	3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
	4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	1. Mandatory fields, validation done from client and server both end.
	2. Editing facility make available before submission of application. After submission application can not be edited.
	3. Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.1.2 Acceptance of Application & Forwarding of Application to verification Officer by DOA

UC 3.2.3.2.1.2	Acceptance of Application & Forwarding of Application to verification Officer By DOA
Version:	00
Context:	This use case is used to verify initial details which are required for issue the license. All the applications shall be viewed as new.
Priority:	
Frequency:	As and when actors received request for issue license.

Primary Actor:	Assistant Official Other Actor: DOA
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have received the application.

Basic Flow:	1. Acceptance of Application
	
	a) System presents the actor with an interface with listing of 'manufacture license request' added in UC 3.2.3.2.1.1, with 2 new option
	
	  - Status list option [new / in-process / cancel / renew]
	  - Assign to : List of concerned Authority
	
	b) Actor review the all details submitted.
	
	c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	
	d) Assistant official shall forward the application to the DOA.
	
	e) DOA shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store.
	
	f) Before sending the data to the core system needs to validate the input fields.
	
	The use case ends.

Alternative Flow:	2. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	2. Database is updated and mail trigger to respective person with consolidated information details to the applicant and physical verification officer.. 3. A SMS shall be thrown to the applicant from the system of current

	status of application. 4. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile and physical verification officer.
Special Requirements:	Mandatory fields, validation done from client and server both end. Assistant Officer must receive the original copy of challan in case of cash payment and original draft in case of payment through draft.
Business Rules	1. the attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats 2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.1.3   Entry Physical verification Report

UC 3.2.3.2.1.3	**Entry Physical verification Report**
Version:	00
Context:	This use case is used for entering physical verification status by actor.
Priority:	
Frequency:	As and when actors received request for physical verification of site and store before issue the license to company.
Primary Actor:	Concerned Authority Other Actor: DOA
Preconditions:	User must be registered on State agriculture portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical Verification Report a) System presents the actor with an interface with listing of 'manufacture license request' which are assign to him for physical verification. b) Actor review the all details submitted. c) Actor will change to 'completed' from 'assign' status for physical

	verification.
	d) Actor will change the status 'positive' or 'negative' accordingly.
	e) Actor shall submit the data related to inspection report (Data Requirement 3.6.1.10) and also upload all scan copy to system which is used during the physical verification.
	f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below: The Physical Verification report must be Uploaded. Data shall not blank.
	Upon validating data system will instruct to save data.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.1.4 Issue License

UC 3.2.3.2.1.4	**Issue License**
Version:	00
Context:	This use case is used to issue license to company or provide grace period for

	physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Issue License a) System presents the actor with an interface with listing of 'manufacture license request' b) Actor review the all details submitted in UC 3.2.3.2.1.3 for physical verification. c) Actor can provide grace period to company if physical verification is negative using. But grace period shall provide only once. e) Actor will change the status to 'issue' license. f) System will instruct to save data. g) Actor shall instruct to save data and also instruct the assistant officer to Print the License of Manufacturing. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Form database is updated and mail trigger to respective person with consolidated information details of physical verification 2. An SMS indicating the issuance of license will be sent to the recipient mobile. 3. New license will generated for the request in Form (Form V in existing in

		manual).
		> Number of License
		> Issue Date
		> Expert Staff
		> Name of the Pesticide
		4. License number should be unique.
		5. License number format will be "No./ calendar Year "
		6. Submitting system will generate license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end.	
Unresolved Issues:		

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.1.5	Apply Renewal of Pesticide Manufacture License	This use case is used for renew the license to manufacture of pesticide. (Form IV)	A person/ company who need a license
UC 3.2.3.2.1.6	Acceptance of Application & Forwarding of Application to verification Officer by DOA	This use case is used for assign physical verification	Assistant Official, DOA
UC 3.2.3.2.1.7	Entry Physical verification Report (Renewal)	This use case is used for entering physical verification reports	DOA, concerned Authority
UC 3.2.3.2.1.8	Renew License	This use case is used to renew	DOA

		the license to	
		the applicant	

3.2.3.2.1.5 *Capture Manufacture License Data (Renewal)*

UC 3.2.3.2.1.5	Capture Manufacture License Data (Renewal)
Version:	00
Context:	This use case is used to renew a license for manufacturing of pesticide in state.
Priority:	
Frequency:	A person/ company whose manufacturing license has about to expire or cancelled can use this use case.
Primary Actor:	Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Manufacture License Data (Renewal) a) System presents the actor with an interface with option to add licensing information. b) Actor will be presented the interface of form with following options **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address:** The actor shall specify the complete address. **Status:** The Actor shall specify the status as individual/ Proprietor, Partner, etc. **Address of the premises:** The actor shall specify the complete address of the premises where the manufacturing activity will be done. **Email ID** **Mobile Numebr**

Name of pesticides: The actor shall mention the name of the pesticide for which he would like to take license.

Registration Number: The Actor shall specify the registration number of pesticide.

Date: the actor shall mention the date of registration.

Previous License No.

Date

Enclose Copy of certificate of registration duly signed by the applicant.

Details of Full time Staff: Here we display 3 input field one for name, qualification and experience of staff.

 - Upload Option for all scanned document and certificates

   > CIB Registration Certificate

   > Challan of Rs 50 for Each Pesticide. Max Rs 500.

   > Memorandum of Article of Company

   > Quality Certificate

   > Site and Godown Details

   > Form XXII (Medical Checkup of Person engaged in connection with Pesticide & their Periodical medical examination)

   > Other documents as per Check list.

All the above field pre populated if previous license was issued from same computerized system.

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct to save the data of application.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.

Data is not blank in case of name and address.

Email and Mobile number are mandatory.

f) The System will provide an interface to an actor to enter payment data.

g) System shall save the data for future use.

h) The System will provide an interface to an actor to enter payment data.

i) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

  > Cash Payment

  > Demand Draft

  > Cheque Payment

  > Internet Banking

  > Debit Card

  > Credit Card

- If actor selects Cash Payment, the System will prompt to specify following details:

  > Challan No:

  > Date of Challan:

  > Payment Deposit in: Select Bank or Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:

  > Date of Challan:

  > Cheque Deposited In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:

  > Select DD created Through

  > Challan No

  > Challan Date

  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

j) Before sending the data to the core system needs to validate the input

	fields and also verify the check list as below.
	Payment information is completely mandatory so it is there.
	Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	System shall forward the application to Assistant Officer.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form IV in existing in manual) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents.
	2. The actor can also download the check list from the SAP.
	3. Invalid Data System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
	4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode.
	Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.1.6 Acceptance of Application (Renewal)

UC 3.2.3.2.1.6	Acceptance of Application (Renewal)
Version:	00
Context:	This use case is used to verify initial details which are required for issue the license and assign for physical verification.
Priority:	
Frequency:	When Applicant apply for license.
Primary Actor:	Assistant Official, DOA
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have received the application.
Basic Flow:	1. Acceptance of Application (Renewal) a) System presents the actor with an interface with listing of 'manufacture license request' added in UC 3.2.3.2.1.5 b) Actor review the all details submitted. c) Assistant Officer shall verify the application and attached documents. Actor can also download or take the print out of the application and documents. d) Assistant official shall forward the application to the DOA. e) DOA shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store. g) Before sending the data to the core system needs to validate the input fields. Actor has authorized the person for physical verification. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.

Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. A SMS shall be thrown to the applicant from the system of current status of application.
	3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Business Rules	1. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.1.7 Entry Physical verification Report (Renew)

UC 3.2.3.2.1.7	Entry Physical verification Report (Renew)
Version:	00
Context:	This use case is used to update by actor with physical verification status.
Priority:	
Frequency:	As and when actors received request for physical verification of site and store before renew the license to company.
Primary Actor:	Concerned Authority Other Actor DOA
Preconditions:	User must be registered on State agriculture portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical Verification Report a) System presents the actor with an interface with listing of 'Renew manufacture license request' which are assign to him for physical verification.

	b) Actor review the all details submitted.
	c) Actor will change to 'completed' from 'assign' status for physical verification.
	d) Actor will change the status 'positive' or 'negative' accordingly.
	e) Actor shall enter all related field (data Requirement 3.6.1.10) and also will upload all scan copy to system which is used during the physical verification.
	f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below: The Physical Verification report must be Uploaded.
	Upon validating data system will instruct to save data.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.1.8 Renew License

UC 3.2.3.2.1.8	**Renew License**

Version:	00
Context:	This use case is used to renew license to company or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew License a) System presents the actor with an interface with listing of 'Renew manufacture license request' b) Actor review the all details submitted in UC 3.2.3.2.1.7 for physical verification. c) Actor can provide grace period to company if physical verification is negative. d) Actor can issue the renew license to company if all details he found valid and verified. e) Actor will change the status to 'License Renew' f) Actor shall instruct to save data and also instruct the assistant officer to Print the License of Manufacturing. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a

	message to the applicant.
	3. An SMS indicating the renewal of license will be sent to the recipient mobile.
	4. Submitting system will renew the license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.2 GRANT OF PERMISSION FOR MARKETING FOR MP, KARNATAKA & KERALA

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.2.1	Apply Grant of Permission for Marketing License	This use case is used to apply for permission of marketing license to marketing of pesticide.	Company, DOA
UC 3.2.3.2.2.2	Grant of Permission	This use case is used for grant of permission for marketing license	DOA

3.2.3.2.2.1   Capture Permission Request

UC 3.2.3.2.2.1	Capture the Permission Request
Version:	00
Context:	This use case is used to apply a permission request for marketing of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	Company DOA
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture the Permission request for Marketing License a) System presents the actor with an interface with option add permission request details: b) Actor will be presented the interface of form with following options **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address:** The actor shall specify the complete address. **Email ID** **Mobile Number** **CIBRC registration No.** **Registration Date** **State** **Name of insecticide:** The actor shall mention the name of the pesticide for which he would like to take license. **Particulars of License issued in his/ her name by other state govt.**

	- Upload Option for all scanned document and certificates
	> Application in Letter
	> Memorandum of Article
	> Certificate of Manufacturing of related State
	> Principal Certificate
	> CIB registration letter
	> Board of Directors List
	> Quality Certificate
	> Affidavit of concerned person of State
	c) Actor shall instruct the system to save data.
	d) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Data is not blank in case of name and address. All Documents must be uploaded. Email and Mobile number are mandatory.
	e) System shall save the data for future use.
	f) Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	g) System shall forward the application to Director of Agriculture.
	The use case ends.
Alternative Flow:	1. The actor can also download the check list from the SAP. 2. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 3. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant.

	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. CIBRC registration no. and insecticide name may be multiple and mandatory field.
Unresolved Issues:	

3.2.3.2.2.2 Grant of Permission

UC 3.2.3.2.2.2	Grant of Permission
Version:	00
Context:	This use case is used to grant permission for Marketing License at State Level.
Priority:	
Frequency:	As and when actors received the permission request.
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. DOA shall verify the documents and report uploaded.
Basic Flow:	1. Grant of Permission a) System presents the actor with an interface with listing of Permission request. b) Actor reviews the all details documents. c) Actor can grant of permission to company if all details he found the valid and verified. d) Actor shall instruct to save data and also instruct to issue the grant of permission letter to company. The use case ends.

Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. An SMS indicating the grant of permission will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. State level license issue authority is DOA.
Unresolved Issues:	

3.2.3.2.3 LICENSE FOR MARKETING (NEW/ RENEWAL) FOR ASSAM STATE FOR STATE LEVEL ONLY

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.3.1	Apply Pesticide Marketing License	This use case is used for issue the license of pesticide for marketing State / Range / District Level (Form VI)	A Company
UC 3.2.3.2.3.2	Acceptance of Application	This use case is used for accept the license for Marketing at State Level	DAO
UC 3.2.3.2.3.3	Issue License	This use case is used to issue the license(Form VIII)	DOA

3.2.3.2.3.1   Capture the Pesticide Marketing License

UC 3.2.3.2.3.1	Capture the Pesticide Marketing License
Version:	00
Context:	This use case is used to apply a license for marketing of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Common Person DAO
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture the Pesticide Marketing License a) System presents the actor with an interface with option add licensing information: b) Actor will be presented the interface of form with following options **State:** Applicant selects the state where he has to apply**.** **District:** Applicant selects the state where he belongs to. Type: The user has to select the wholesale when he will apply for license. **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address:** The actor shall specify the complete address. **Email ID** **Mobile Number** **Is the Applicant a newcomer (Yes/ No):** The Actor shall specify the status as Yes or No. **If yes, the name of the principal, if any, whose he represent.** **Enclose a Certificate of Principal** **Address of the premises of Store / Sold:** The actor shall specify the complete address of the premises where the manufacturing activity will be

done.

Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.

Particulars of License issued in his/ her name by other state govt.

- Upload Option for all scanned document and certificates

   > Memorandum of Article

   > Certificate of Manufacturing of related State

   > Principal Certificate

   > CIB registration letter

   > Board of Directors List

   > Quality Certificate

   > Affidavit of concerned person of State

   > Certificate if insecticide for distribution in state.

   > Details of Office and store

   > certificate of TIN/ TAN

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Data is not blank in case of name and address.
Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

   > Cash Payment

   > Demand Draft

	> Cheque Payment
	> Internet Banking
	> Debit Card
	> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

	- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
	> Select DD created Through
	> Challan No
	> Challan Date
	> DD Deposit In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,
	The System will navigate the actor to the use case Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there.
	g) Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	h) System shall forward the application to District Agriculture Officer of the selected district.

	The use case ends.
Alternative Flow:	1. A Form with above data (Form VI in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at DAO with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.3.2 Acceptance of Application

UC 3.2.3.2.3.2	Acceptance of Application
Version:	00
Context:	This use case is used to accept the application and assign on new 'license request for pesticide marketing at State Level
Priority:	
Frequency:	As and when actors received request for issue 'license request for pesticide marketing on state level
Primary Actor:	DAO
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1.

	User should be authenticated by system and set his/her states as Login. New 'license request for pesticide marketing on state/range/district level' is added in System.

Basic Flow:	1. Acceptance of Application
	
	a) System presents the actor with an interface with listing of 'Marketing license request' added in UC 3.2.3.2.3.1, with 2 new option
	  - Status list option [new / in-process / cancel / renew]
	  - Assign to : List of concerned Authority
	
	b) Actor review the all details submitted.
	
	c) DAO shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	
	d) DAO shall physically verify the site and store and inspection report shall uploaded at SAP with recommendation.
	
	e) Upload the physically verification report.
	
	f) DAO shall forward the application to the license issuing authority.
	
	h) Before sending the data to the core system needs to validate the input fields.
	
	The use case ends.

Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile. 4. Physical verification report must be uploaded at SAP.

Special Requirements:	Mandatory fields, validation done from client and server both end.
	Application shall move to following authorities:
	> State Level License (Distributor/ Wholesaler) - DOA
Business Rules	1. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats
	2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.3.3   Issue License

UC 3.2.3.2.3.3	**Issue License**
Version:	00
Context:	This use case is used to issue license to company.
Priority:	
Frequency:	As and when actors received the license issuance request
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
	Actor should be authenticated by system and set his/her states as Login.
	DAO shall verify the documents and physical verification done by him and report uploaded.
Basic Flow:	1. Issue License
	a) System presents the actor with an interface with listing of 'for pesticide marketing on state/range/district level'
	b) Actor reviews the all details documents.
	d) Actor can issue the new license to company if all details he found the valid and verified.
	e) Actor will change the status to 'issue' new license.
	f) Actor shall instruct to save data and also instruct to the assistant officer to

	print the license for marketing. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the issuance of license will be sent to the recipient mobile. 4. New license will generated for the request in Form (Form VIII in existing in manual). 5. License number should be unique. 6. License number format will be "No./ calendar Year" 7. System will generate license which is valid only for 2 calendar Year.
Special Requirements:	Mandatory fields, validation done from client and server both end. State level license issue authority is DOA. State level license only for Distributors. - Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. - Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) - HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.3.4	Apply Renewal of Pesticide	This use case is used for renew the	A person/ company who need a license

	Marketing License	license of pesticide for marketing state/range/district (Form VII)	
UC 3.2.3.2.3.5	Acceptance of Application	This use case is used for accept the application	DAO
UC 3.2.3.2.3.6	Renew License	This use case is used to renew the license	DOA

3.2.3.2.3.4 Capture Pesticide Marketing License Data (Renewal)

UC 3.2.3.2.3.4	**Capture Pesticide Marketing License Data (Renewal)**
Version:	00
Context:	This use case is used to enter/update initial details which are required for renew the license.
Priority:	
Frequency:	As and when actors wants to renew the license.
Primary Actor:	Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pesticide Marketing License Data a) System presents the actor with an interface with option add licensing information: **Name of Insecticide** **State** **Previous License No.** **License Date** **Premises of Stored** **Premises of Sold**

b) Actor chooses the edit link for already issued license company and company requested for renew the license

c) Actor will presented the interface of form, which is pre filled with details of requested company.

d) The actor verifies all the above mentioned info with the help of physical documents received for renewal process.

- Upload Option for all scanned document and certificates

> Memorandum of Article

> Certificate of Manufacturing of related State

> Principal Certificate

> CIB registration letter

> Board of Directors List

> Quality Certificate

> Affidavit of concerned person of State

> Certificate if insecticide for distribution in state.

> Details of Office and store

> certificate of TIN/ TAN

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.

Data is not blank in case of name and address.

Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

	> Cash Payment
	> Demand Draft
	> Cheque Payment
	> Internet Banking
	> Debit Card
	> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the

treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:

  > Select DD created Through

  > Challan No

  > Challan Date

  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

g) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Payment information is completely mandatory so it is there.

Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

	h) System shall forward the application to District Agriculture Officer. The use case ends.
Alternative Flow:	1. A Form with above data (Form VII in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	- Mandatory fields, validation done from client and server both end. - State level renewal request listing, only DOA can assess. - System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode.
Unresolved Issues:	

3.2.3.2.3.5 Acceptance of Application Officer (Renewal)

UC 3.2.3.2.3.5	**Acceptance of Application (Renewal)**
Version:	00
Context:	This use case is used to verify the application
Priority:	
Frequency:	As and when actors received request for renew 'license of pesticide for marketing state

Primary Actor:	DAO
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.
Basic Flow:	1. Acceptance of Application (Renewal) a) System presents the actor with an interface with listing of 'license of pesticide for marketing state/range' added in UC 3.2.3.2.3.4 b) DAO review the all details submitted. c) DAO shall verify the application and attached documents. Actor can also download or take the print out of the application and documents. d) DAO shall do the physical verification of site and store and report shall be updated on SAP with recommendation. e) Upload the physical verification report on SAP. f) DAO shall forward the application to the DOA. g) Before sending the data to the core system needs to validate the input fields. Actor has authorized the person for physical verification. The use case ends.
Alternative Flow:	**2. Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for

	physical verification will be sent to the recipient mobile 4. Physical verification report must be updated with recommendation.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Business Rules	1. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.3.6 Renew License

UC 3.2.3.2.3.6	Renew License
Version:	00
Context:	This use case is used to renew license to company.
Priority:	
Frequency:	As and when actors received update all documents
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew License a) System presents the actor with an interface with listing of 'Renew license of pesticide for marketing state/range/district' b) Actor reviews the all documents with physical verification report. c) Actor can issue the renew license to company if all details he found valid and verified. d) Actor will change the status to 'License Renew' e) Actor shall instruct to save data and also instruct the assistant officer to print the License for marketing.

	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the renewal of license will be sent to the recipient mobile. 4. System will renew the license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. State level renewal request listing, only DOA can assess. ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

3.2.3.2.4 LICENSE FOR MARKETING (NEW/ RENEWAL) FOR JHARKHAND & MAHARASHTRA AT STATE & RANGE LEVEL

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.4.1	Apply Pesticide Marketing License	This use case is used for issue the license of pesticide for marketing State	A Company

		/ Range / District Level (Form VI)	
UC 3.2.3.2.4.2	Acceptance of Application & Forwarding of Application to verification Officer	This use case is used for accept the license to marketing of pesticide and assign for physical verification	Assistant Official, License Issuing Authority
UC 3.2.3.2.4.3	Entry Physical verification Report	This use case is used for entering physical verification reports	License Issuing Authority, Concerned Authority
UC 3.2.3.2.4.4	Issue License	This use case is used to issue the license(Form VIII)	License Issuing Authority

3.2.3.2.4.1   Capture the Pesticide Marketing License

UC 3.2.3.2.4.1	**Capture the Pesticide Marketing License**
Version:	00
Context:	This use case is used to apply a license for marketing of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Common Person Assistant Official
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.

Basic Flow:	1. Capture the Pesticide Marketing License
	a) System presents the actor with an interface with option add licensing information:
	b) Actor will be presented the interface of form with following options
	Level of Application: Applicant shall select State / Range as per requirement.
	State: Applicant selects the state where he has to apply**.**
	Range: If applicable for range level license, Applicant selects the Range where he belongs to.
	Name of the Applicant: The actor shall specify his/ her full name or the name of the company.
	Address: The actor shall specify the complete address.
	Email ID
	Mobile Number
	Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.
	If yes, the name of the principal, if any, whose he represent.
	Enclose a Certificate of Principal
	Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.
	Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.
	Particulars of License issued in his/ her name by other state govt.
	- **Upload Option for all scanned document and certificates**
	> Memorandum of Article
	> Certificate of Manufacturing of related State
	> Principal Certificate
	> CIB registration letter
	> Board of Directors List
	> Quality Certificate
	> Affidavit of concerned person of State

> Certificate if insecticide for distribution in state.

> Details of Office and store

> certificate of TIN/ TAN

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.

Data is not blank in case of name and address.

Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

> Cash Payment

> Demand Draft

> Cheque Payment

> Internet Banking

> Debit Card

> Credit Card

- If actor selects Cash Payment, the System will prompt to specify following details:

> Challan No:

> Date of Challan:

> Payment Deposit in: Select Bank or Treasury

If actor selects Bank, the System will prompt the actor to select the Bank

Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Cheque Deposited In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
  > Select DD created Through
  > Challan No
  > Challan Date
  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,
	The System will navigate the actor to the use case Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there.
	g) Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	h) System shall forward the application to assistant officer of State in case of State level and to assistant officer of Range in case of Range level.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form VI in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a

	message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Assistant Official is the authority to accept the application and scrutiny the application. Assistant Official may be different in different states at all level as State, Range, District level. AO will be notified by the States. Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra. Applicant can apply for additional Product for manufacturing during the existing license period through a simple application.
Unresolved Issues:	

3.2.3.2.4.2   Acceptance of Application & Forwarding of Application to verification Officer

UC 3.2.3.2.4.2	Acceptance of Application & Forwarding of Application to verification Officer
Version:	00
Context:	This use case is used to accept the application and assign on new 'license request for pesticide marketing on state/range/district level' to concerned Authority for physical verification.
Priority:	
Frequency:	As and when actors received request for issue 'license request for pesticide marketing on state/range/district level'
Primary Actor:	Assistant Official Other Actor License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. New 'license request for pesticide marketing on state/range/district level' is added in System.

Basic Flow:	1. Acceptance of Application
	
	a) System presents the actor with an interface with listing of 'Marketing license request' added in UC 3.2.3.2.4.1, with 2 new option
	  - Status list option [new / in-process / cancel / renew]
	  - Assign to : List of concerned Authority
	
	b) Actor review the all details submitted.
	
	c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	
	d) Assistant official shall forward the application to the license issuing authority.
	
	f) Actor shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store.
	
	g) Before sending the data to the core system needs to validate the input fields.
	
	The use case ends.

Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. **License Issuing authority is different in each state. Application shall move**

	to following authorities: **> State Level License (Distributor/ Wholesaler) - DOA / Notified officer as Per State** **> Range Level License (Distributor/ Wholesaler/ Retailer)- DDPP/ JDA or Notified officer as Per State** **> District Level License (Retailer) – DAO or Notified officer as Per State** In case of range level, when DDPP is placed at range then application shall be forwarded to him/ her else application shall move to JDA.
Business Rules	1. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats 2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.4.3 Entry Physical verification Report

UC 3.2.3.2.4.3	Entry Physical verification Report
Version:	00
Context:	This use case is used to update by actor with physical verification status.
Priority:	
Frequency:	As and when actors received request for physical verification of site and store before issue the license to company.
Primary Actor:	Concerned Authority Other Actor: License Issuing Authority
Preconditions:	User must be registered on State agriculture portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. New 'license request for pesticide marketing on state/range/district level' is added in System. Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical Verification Report a) System presents the actor with an interface with listing of 'license request

	for pesticide marketing on state/range/district level' which are assign to him for physical verification. b) Actor review the all details submitted. c) Actor will change to 'completed' from 'assign' status for physical verification. d) Actor will change the status 'positive' or 'negative' accordingly. e) Actor shall submit the data related to inspection report (Data Requirement 3.6.1.10) and also upload all scan copy to system which is used during the physical verification. f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below: The Physical Verification report must be Uploaded. Upon validating data system will instruct to save data. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Notified physical verification officer is available in states.
Unresolved Issues:	

3.2.3.2.4.4   Issue License

UC 3.2.3.2.4.4	Issue License
Version:	00
Context:	This use case is used to issue license to company or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Issue License a) System presents the actor with an interface with listing of 'for pesticide marketing on state/range/district level' b) Actor review the all details submitted for physical verification. c) Actor can provide grace period to company if physical verification is negative. d) Actor can issue the new license to company if all details he found the valid and verified. e) Actor will change the status to 'issue' new license. f) Actor shall instruct to save data and also instruct to the assistant officer to print the license for marketing. The use case ends.

Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
	2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the issuance of license will be sent to the recipient mobile.
	4. New license will generated for the request in Form (Form VIII in existing in manual).
	5. License number should be unique.
	6. License number format will be "No./ calendar Year"
	7. System will generate license which is valid only for 2 calendar Year.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	License Issuing authority is different in each state. Application shall move to following authorities:
	> State Level License (Distributor/ Wholesaler) - DOA / Notified officer as Per State
	> Range Level License (Distributor/ Wholesaler/ Dealer)- DDPP/ JDA or Notified officer as Per State
	> District Level License (Dealer) – DAO or Notified officer as Per State
	▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra.
	▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license)
	▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.4.5	Apply Renewal of	This use case is	A person/ company

	Pesticide Marketing License	used for renew the license of pesticide for marketing state/range/district (Form VII)	who need a license
UC 3.2.3.2.4.6	Acceptance of Application & Forwarding of Application to verification Officer	This use case is used for accept the application and assign for physical verification	License Issuing Authority
UC 3.2.3.2.4.7	Entry Physical verification Report (Renewal)	This use case is used for entering physical verification reports	License Issuing Authority, Concerned Authority or BAO
UC 3.2.3.2.4.8	Renew License	This use case is used to renew the license	License Issuing Authority

3.2.3.2.4.5 Capture Pesticide Marketing License Data (Renewal)

UC 3.2.3.2.4.5	Capture Pesticide Marketing License Data (Renewal)
Version:	00
Context:	This use case is used to enter/update initial details which are required for renew the license.
Priority:	
Frequency:	As and when actors wants to renew the license.
Primary Actor:	Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pesticide Marketing License Data a) System presents the actor with an interface with option add licensing

information:

Name of Insecticide

State

Previous License No.

License Date

Premises of Stored

Premises of Sold

b) Actor chooses the edit link for already issued license company and company requested for renew the license

c) Actor will presented the interface of form, which is pre filled with details of requested company.

d) The actor verifies all the above mentioned info with the help of physical documents received for renewal process.

- Upload Option for all scanned document and certificates

   > Memorandum of Article

   > Certificate of Manufacturing of related State

   > Principal Certificate

   > CIB registration letter

   > Board of Directors List

   > Quality Certificate

   > Affidavit of concerned person of State

   > Certificate if insecticide for distribution in state.

   > Details of Office and store

   > certificate of TIN/ TAN

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.

Data is not blank in case of name and address.

Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:
  > Cash Payment
  > Demand Draft
  > Cheque Payment
  > Internet Banking
  > Debit Card
  > Credit Card

- If actor selects Cash Payment, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Payment Deposit in: Select Bank or Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Cheque Deposited In: Bank/Treasury

| | If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
   > Select DD created Through
   > Challan No
   > Challan Date
   > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid. |
|---|---|

	g) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there. Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number. h) System shall forward the application to assistant officer of State in case of State level and to assistant officer of Range in case of Range level. The use case ends.
Alternative Flow:	1. A Form with above data (Form VII in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	- Mandatory fields, validation done from client and server both end. Assistant Official is the authority to accept the application and scrutiny the application. Assistant Official may be different in different states at all level as State, Range, District level. AO will be notified by the States. - System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode. - Maharashtra State has already developed the License Application for their

	state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.4.6 Acceptance of Application & Forwarding of Application to verification Officer (Renewal)

UC 3.2.3.2.4.6	Acceptance of Application & Forwarding of Application to verification Officer (Renewal)
Version:	00
Context:	This use case is used to verify the application and assign renew 'license of pesticide for marketing state/range/district' to concerned Authority for physical verification.
Priority:	
Frequency:	As and when actors received request for renew 'license of pesticide for marketing state/range/district'
Primary Actor:	Assistant Official Other Actor Notified Officer as per State
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.
Basic Flow:	1. Acceptance of Application (Renewal) a) System presents the actor with an interface with listing of 'license of pesticide for marketing state/range' added in UC 3.2.3.2.4.5 b) Actor review the all details submitted. c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents. d) Assistant official shall forward the application to the license issuing

	authority. f) Actor shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store. g) Before sending the data to the core system needs to validate the input fields. Actor has authorized the person for physical verification. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile
Special Requirements:	Mandatory fields, validation done from client and server both end.
Business Rules	2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.4.7   Entry Physical verification Report (Renew)

UC 3.2.3.2.4.7	Entry Physical verification Report (Renew)
Version:	00
Context:	This use case is used to update by actor with physical verification status.
Priority:	
Frequency:	As and when actors received request for physical verification of site and go-

	down before renew the license to company.
Primary Actor:	Concerned Authority
	Other Actor:
	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1.
	Actor should be authenticated by system and set his/her states as Login.
	Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical verification Report
	a) System presents the actor with an interface with listing of 'Renew license of pesticide for marketing state/range' which are assign to him for physical verification.
	b) Actor review the all details submitted.
	c) Actor will change to 'completed' from 'assign' status for physical verification.
	d) Actor will change the status 'positive' or 'negative' accordingly.
	e) Actor shall submit the data related to inspection report (Data Requirement 3.6.1.10) and also upload all scan copy to system which is used during the physical verification.
	f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below:
	The Physical Verification report must be Uploaded.
	Data shall not blank.
	Upon validating data system will instruct to save data.
	The use case ends.
Alternative Flow:	**1. Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.

	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.4.8   Renew License

UC 3.2.3.2.4.8	Renew License
Version:	00
Context:	This use case is used to renew license to company or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew License a) System presents the actor with an interface with listing of 'Renew license of pesticide for marketing state/range/district' b) Actor review the all details submitted for physical verification. c) Actor can provide grace period to company if physical verification is negative. d) Actor can issue the renew license to company if all details he found valid

	and verified.
	e) Actor will change the status to 'License Renew'
	f) Actor shall instruct to save data and also instruct the assistant officer to print the License for marketing.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the renewal of license will be sent to the recipient mobile. 4. System will renew the license which is valid only for 2 calendar Year. 5. If applicant
Special Requirements:	Mandatory fields, validation done from client and server both end. **License Issuing authority is different in each state. Application shall move to following authorities:** **> State Level License (Distributor/ Wholesaler) - DOA / Notified officer as Per State** **> Range Level License (Distributor/ Wholesaler/ Dealer)- DDPP/ JDA or Notified officer as Per State** **> District Level License (Dealer) – DAO or Notified officer as Per State** ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved	

Issues:	

3.2.3.2.5   LICENSE FOR MARKETING (NEW/ RENEWAL) FOR ALL STATE FOR DEALER (DISTRICT LEVEL)

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.5.1	Apply Pesticide Marketing License	This use case is used for issue the license of pesticide for marketing State / Range / District Level (Form VI)	A Company
UC 3.2.3.2.5.2	Acceptance of Application & Forwarding	This use case is used for accept the license application	Assistant Official, License Issuing Authority
UC 3.2.3.2.5.3	Issue License	This use case is used to issue the license(Form VIII)	License Issuing Authority

3.2.3.2.5.1   Capture the Pesticide Marketing License

UC 3.2.3.2.5.1	Capture the Pesticide Marketing License
Version:	00
Context:	This use case is used to apply a license for marketing of pesticide.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Company Assistant Official
Preconditions:	User must be registered on State Agriculture Portal.

	Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture the Pesticide Marketing License

a) System presents the actor with an interface with option add licensing information:

b) Actor will be presented the interface of form with following options

State: Applicant selects the state where he has to apply**.**

District: Applicant selects the state where he belongs to.

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Email ID

Mobile Number

Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.

If yes, the name of the principal, if any, whose he represent.

Enclose a Certificate of Principal

Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.

Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.

Particulars of License issued in his/ her name by other state govt.

- Upload Option for all scanned document and certificates

  > Memorandum of Article

  > Certificate of Manufacturing of related State

  > Principal Certificate

  > CIB registration letter

  > Board of Directors List

  > Quality Certificate |

	> Affidavit of concerned person of State
	> Certificate if insecticide for distribution in state.
	> Details of Office and store
	> certificate of TIN/ TAN
	c) The actor verifies all the above mentioned info with the help of physical documents.
	d) Actor shall instruct the system to save data.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
	Data is not blank in case of name and address.
	Email and Mobile number are mandatory.
	f) System shall save the data for future use.
	g) The System will provide an interface to an actor to enter payment data.
	h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:
	> Cash Payment
	> Demand Draft
	> Cheque Payment
	> Internet Banking
	> Debit Card
	> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury

| | If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
  > Challan No:
  > Date of Challan:
  > Cheque Deposited In: Bank/Treasury
If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.
- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
  > Select DD created Through
  > Challan No
  > Challan Date
  > DD Deposit In: Bank/Treasury
If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited. |
|---|---|

<table>
<tr>
<td></td>
<td>

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Payment information is completely mandatory so it is there.

g) Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

h) System shall forward the application to Assistant Official at District Level of the selected district.

The use case ends.
</td>
</tr>
<tr>
<td>Alternative Flow:</td>
<td>

1. A Form with above data (Form VI in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at District level with all required documents.
2. The actor can also download the check list from the SAP.
3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
4. **Cancel** If Actor cancels the form then system will reach at home page.
</td>
</tr>
<tr>
<td>Post Condition:</td>
<td>

1. Database is updated and mail trigger to respective person with consolidated information details.
</td>
</tr>
</table>

	2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.5.2 Acceptance of Application

UC 3.2.3.2.5.2	Acceptance of Application
Version:	00
Context:	This use case is used to accept the application and assign on new 'license request for pesticide marketing at District level
Priority:	
Frequency:	As and when actors received request for issue 'license request for pesticide marketing on state level
Primary Actor:	Assistant Official Other Actor License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. New 'license request for pesticide marketing on state/range/district level' is added in System.
Basic Flow:	1. Acceptance of Application a) System presents the actor with an interface with listing of 'Marketing license request' added in UC 3.2.3.2.5.1, with 2 new option - Status list option [new / in-process / cancel / renew]

	- Assign to : List of concerned Authority
	b) Actor review the all details submitted.
	c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	d) Assistant Official shall physically verify the site and store and inspection report shall uploaded at SAP with recommendation.
	e) Upload the physically verification report.
	f) Assistant Official shall forward the application to the license issuing authority.
	h) Before sending the data to the core system needs to validate the input fields.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile. 4. Physical verification report must be uploaded at SAP.
Special Requirements:	Mandatory fields, validation done from client and server both end. Application shall move to following authorities:
Business Rules	1. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats 2. Only one record at a time could be allowed to change.
Unresolved	

Issues:	

3.2.3.2.5.3   Issue License

UC 3.2.3.2.5.3	**Issue License**
Version:	00
Context:	This use case is used to issue license to company.
Priority:	
Frequency:	As and when actors received the license issuance request
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Assistant Official shall verify the documents and physical verification done by him and report uploaded.
Basic Flow:	1. Issue License a) System presents the actor with an interface with listing of 'for pesticide marketing on state/range/district level' b) Actor reviews the all details documents. d) Actor can issue the new license to company if all details he found the valid and verified. e) Actor will change the status to 'issue' new license. f) Actor shall instruct to save data and also instruct to the assistant officer to print the license for marketing. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with

<table>
<tr><td></td><td>consolidated information details of physical verification.</td></tr>
</table>

	consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the issuance of license will be sent to the recipient mobile. 4. New license will generated for the request in Form (Form VIII in existing in manual). 5. License number should be unique. 6. License number format will be "No./ calendar Year" 7. System will generate license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.5.4	Apply Renewal of Pesticide Marketing License	This use case is used for renew the license of pesticide for marketing state/range/district (Form VII)	A person/ company who need a license
UC 3.2.3.2.5.5	Acceptance of Application	This use case is used for accept the application	Assistant Official, License Issuing Authority
UC 3.2.3.2.5.6	Renew License	This use case is used to renew the	License Issuing Authority

		license	

3.2.3.2.5.4 *Capture Pesticide Marketing License Data (Renewal)*

UC 3.2.3.2.5.4	Capture Pesticide Marketing License Data (Renewal)
Version:	00
Context:	This use case is used to enter/update initial details which are required for renew the license.
Priority:	
Frequency:	As and when actors wants to renew the license.
Primary Actor:	Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pesticide Marketing License Data a) System presents the actor with an interface with option add licensing information: **Name of Insecticide** **State** **Previous License No.** **License Date** **Premises of Stored** **Premises of Sold** b) Actor chooses the edit link for already issued license company and company requested for renew the license c) Actor will presented the interface of form, which is pre filled with details of requested company. d) The actor verifies all the above mentioned info with the help of physical documents received for renewal process. **- Upload Option for all scanned document and certificates**

	> Memorandum of Article
	> Certificate of Manufacturing of related State
	> Principal Certificate
	> CIB registration letter
	> Board of Directors List
	> Quality Certificate
	> Affidavit of concerned person of State
	> Certificate if insecticide for distribution in state.
	> Details of Office and store
	> certificate of TIN/ TAN
	d) Actor shall instruct the system to save data.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Data is not blank in case of name and address. Email and Mobile number are mandatory.
	f) System shall save the data for future use.
	g) The System will provide an interface to an actor to enter payment data.
	h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface: 　> Cash Payment 　> Demand Draft 　> Cheque Payment 　> Internet Banking 　> Debit Card 　> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:

	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.
	- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
	> Select DD created Through
	> Challan No
	> Challan Date
	> DD Deposit In: Bank/Treasury

	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,
	The System will navigate the actor to the use case Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	g) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there.
	Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	h) System shall forward the application to Assistant Official at District level.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form VII in existing in manual system) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and

	system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	- Mandatory fields, validation done from client and server both end. - System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode. Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.5.5   Acceptance of Application Officer (Renewal)

UC 3.2.3.2.5.5	Acceptance of Application (Renewal)
Version:	00
Context:	This use case is used to verify the application
Priority:	
Frequency:	As and when actors received request for renew 'license of pesticide for marketing district
Primary Actor:	Assistant Official
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.
Basic Flow:	1. Acceptance of Application (Renewal) a) System presents the actor with an interface with listing of 'license of pesticide for marketing state/range' added in UC 3.2.3.2.5.4

	b) Assistant Official review the all details submitted. c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents. d) Assistant Official shall do the physical verification of site and store and report shall be updated on SAP with recommendation. e) Upload the physical verification report on SAP. f) Assistant Official shall forward the application to the License Issuing Authority. g) Before sending the data to the core system needs to validate the input fields. Actor has authorized the person for physical verification. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile 4. Physical verification report must be updated with recommendation.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Business Rules	1. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.5.6   Renew License

UC 3.2.3.2.5.6	Renew License
Version:	00
Context:	This use case is used to renew license to company.
Priority:	
Frequency:	As and when actors received update all documents
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew License a) System presents the actor with an interface with listing of 'Renew license of pesticide for marketing state/range/district' b) Actor reviews the all documents with physical verification report. c) Actor can issue the renew license to company if all details he found valid and verified. d) Actor will change the status to 'License Renew' e) Actor shall instruct to save data and also instruct the assistant officer to print the License for marketing. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a

	message to the applicant.
	3. An SMS indicating the renewal of license will be sent to the recipient mobile.
	4. System will renew the license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

3.2.3.2.6   LICENSE FOR PEST CONTROL OPERATION (NEW/ RENEWAL) FOR ASSAM AT STATE LEVEL

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.6.1	Apply Pest Control Operation License	This use case is used to apply the pest control operation license (Form VI/ VIA).	A person/ company who need a license
UC 3.2.3.2.6.2	Acceptance of Application	This use case is used to accept the license	DAO
UC 3.2.3.2.6.3	Issue Pest Control Operation License	This use case is used to issue the license	License Issuing Authority

3.2.3.2.6.1   Capture Pest Control Operation License Data

UC 3.2.3.2.6.1	Capture Pest Control Operation License Data
Version:	00
Context:	This use case is used to obtain a license for Pest Control Operation of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data a) System presents the actor with an interface with an option to add license information. b1) Actor will presented the interface of form for non restricted insecticide with following options **State:** Applicant selects the state where he has to apply**.** **District:** Applicant selects the state where he belongs to. **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address**: The actor shall specify the complete address. **Is the Applicant a newcomer (Yes/ No)**: The Actor shall specify the status as Yes or No. If yes, the name of the principal, if any, whose he represent. **Enclose a Certificate of Principal** **Address of the premises of Store / Sold:** The actor shall specify the complete address of the premises where the manufacturing activity will be done. **Name of insecticide:** The actor shall mention the name of the pesticide for

which he would like to take license.

Particulars of License issued in his/ her name by other state govt.

Upload Option for all scanned document and certificates

   > Affidavit

   > Agreement of site and storage

   > Identity Proof

   > Residential Proof

   > No Objection Certificate

   > Principal Certificate from Manufacturer

b2) Actor will presented the interface of form for restricted insecticide with following options

State: Applicant selects the state where he has to apply**.**

District: Applicant selects the state where he belongs to.

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Registered Office: The actor shall submit the details of the registered office.

Zonal Office: The actor shall submit the details of the Zonal Office.

Email ID

Mobile Number

Premises for which application is made: The actor shall submit the details of premises.

Is the applicant is already in business or newcomer

Qualification of responsible technical person

Educational Qualification

- Training in the pest control operations

experience in using restricted insecticide (Attach Proof)

If in Trade, give full particulars of the names of restricted insecticide handled and categories of operation undertaken, the period and place at which the trade was carried on

Quantity of each restricted insecticide in possession on the

	Date of application.
	Details of person engaged or proposed to be engaged
	Details of safety application available to along with antidotes.
	Situation of the branch office and depots where the restricted insecticide will be stored for use.
	Name of restricted insecticide which the applicant describe to use.
	Category Applied for
	Upload Option for all scanned document and certificates
	> Affidavit
	> Agreement of site and storage
	> Identity Proof
	> Residential Proof
	> No Objection Certificate
	> Principal Certificate from Manufacturer
	c) The actor verifies all the above mentioned info with the help of physical documents.
	d) Actor shall instruct the system to save data.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Data is not blank in case of name and address. Email and Mobile number are mandatory.
	f) System shall save the data for future use.
	g) The System will provide an interface to an actor to enter payment data.
	h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface: > Cash Payment > Demand Draft > Cheque Payment

	> Internet Banking
	> Debit Card
	> Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:

  > Select DD created Through

  > Challan No

  > Challan Date

  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

i) Before sending the data to the core system needs to validate the input fields and also verify the check list:
Payment information is completely mandatory so it is there.

Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

System shall forward the application to the DAO of the particular district.

The use case ends.

Alternative Flow:	1. A Form with above data (Form VI for non-restricted / VIA for restricted in existing in manual) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Editing facility make available before submission of application. After submission application can not be edited.
Unresolved Issues:	

3.2.3.2.6.2 Acceptance of Application

UC 3.2.3.2.6.2	Acceptance of Application
Version:	00
Context:	This use case is used to verify initial details which are required for issue the license. All the applications shall be viewed as new.
Priority:	High
Frequency:	As and when actors received request for issue 'pest control license request'
Primary Actor:	DAO Other Actor: License Issuing Authority

Preconditions:	User must be registered at State Agriculture Portal.
	Actor is logged into SAP application over the web using UC 3.2.1.1.
	User should be authenticated by system and set his/her states as Login.
	Details for 'Pest Control License request' are added in System.
Basic Flow:	1. Acceptance of Application
	a) System presents the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.6.1, with 2 new option
	- Status list option [new / in-process / cancel / renew]
	- Assign to : List of concerned Authority
	b) DAO reviews all the details submitted.
	c) DAO shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	e) DAO shall physically verify the site and store and physical verification report shall updated on SAP.
	f) Upload the Physical verification report.
	g) Before sending the data to the core system needs to validate the input fields.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license.
	2. A SMS shall be thrown to the applicant from the system of current status of application.
	3. Physical verification report must be updated on SAP.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	Application shall move to DOA.
	Assistant Officer must receive the original copy of challan in case of cash

	payment and original draft in case of payment through draft.
Business Rules	1. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats
	2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.6.3 Issue Pest Control Operation License

UC 3.2.3.2.6.3	Issue Pest Control Operation License
Version:	00
Context:	This use case is used to issue new pest control license to actor or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Issue Pest Control Operation License a) System presents the actor with an interface with listing of 'pest control license request' b) Actor reviews the all details and physical verification report. c) Actor can issue the new license to company if all details he found the valid and verified. d) Actor will change the status to 'issue' new license. e) System will instruct to save data.

	f) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the license is issued will be sent to the recipient mobile. 4. New license will generated for the request. 5. License number should be unique. 6. License number format will be "No./ calendar Year" 7. DOA or Notified Officer as per State can issue the License for Pest Control of Insecticide at State level in Form VIII of non restricted insecticide and in form VI C for restricted using the detail from system and print on form. 8. DDPP or Notified Officer as per State can issue the License for Pest Control of Insecticide at Range level in Form VIII of non restricted insecticide and in form VI C for restricted using the detail from system and print on form. 9. DAO or Notified Officer as per State can issue the license for Pest Control of Insecticide at District level. 10. System will generate license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. License Issuing authority will issue a letter to add pesticide product for manufacturing. - Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. - Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) - HP, MP, Karnataka, & Kerala are issuing license at District level

	only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.6.4	Apply Renewal of Pest Control Operation License	This use case is used for renew the license of pest control license (Form VII/ VI B)	A person/ company who need a license
UC 3.2.3.2.6.5	Acceptance of Application	This use case is used to accept the application.	Assistant Official, DOA
UC 3.2.3.2.6.6	Renew pest control operation license	This use case is used to renew the license	DOA

3.2.3.2.6.4 Capture Pest Control Operation License Data (Renewal)

UC 3.2.3.2.6.4	Capture Pest Control Operation License Data (Renewal)
Version:	00
Context:	This use case is used to renew a license for Pest Control Operation of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for renew the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User must be registered on SAP. User should be authenticated by system

	and set his/her states as Login.
	Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data (Renewal)
	a) System present the actor with an interface with option add licensing information:
	b1) Actor will presented the interface of form for non restricted insecticide with following options
	Existing License Number & Date
	Name of the Applicant: The actor shall specify his/ her full name or the name of the company.
	Address: The actor shall specify the complete address.
	Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.
	If yes, the name of the principal, if any, whose he represent.
	Enclose a Certificate of Principal
	Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.
	Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.
	Particulars of License issued in his/ her name by other state govt.
	- **Upload Option for all scanned document and certificates**
	> Affidavit
	> Agreement of site and storage
	> Identity Proof
	> Residential Proof
	> No Objection Certificate
	> Principal Certificate from Manufacturer
	b2) Actor will presented the interface of form for restricted insecticide with following options

	Existing License No. & Date
	Name of the Applicant: The actor shall specify his/ her full name or the name of the company.
	Address: The actor shall specify the complete address.
	Registered Office: The actor shall submit the details of the registered office.
	Zonal Office: The actor shall submit the details of the Zonal Office.
	Email ID:
	Mobile Number:
	Category of operation
	Expert Staff
	Restricted insecticide Used
	Premises of stocking
	Situation of the branch office and depots where the restricted insecticide will be stored for use.
	Whether any new branch/ unit has been opened after grant or renewal of license.
	Any other change
	Give latest details of person engaged
	- Upload Option for all scanned document and certificates > Affidavit > Agreement of site and storage > Identity Proof > Residential Proof > No Objection Certificate > Principal Certificate from Manufacturer
	c) The actor verifies all the above mentioned info with the help of physical documents.
	d) Actor shall instruct to save the data of application.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Data is not blank in case of name and address.
Email and Mobile number are mandatory.

f) The System will provide an interface to an actor to enter payment data.

g) System shall save the data for future use.

h) The System will provide an interface to an actor to enter payment data.

i) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:
  > Cash Payment
  > Demand Draft
  > Cheque Payment
  > Internet Banking
  > Debit Card
  > Credit Card

- If actor selects Cash Payment, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Payment Deposit in: Select Bank or Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	
	  > Challan No:
	  > Date of Challan:
	  > Cheque Deposited In: Bank/Treasury
	
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.
	
	- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
	  > Select DD created Through
	  > Challan No
	  > Challan Date
	  > DD Deposit In: Bank/Treasury
	
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.
	
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.
	
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

	The System will navigate the actor to the use case Invoke Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	j) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there.
	Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	System shall forward the application to DAO.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form VII for non-restricted/ VIB for restricted) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. - System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing

	mode.
Unresolved Issues:	

3.2.3.2.6.5   Acceptance of Application (Renewal)

UC 3.2.3.2.6.5	Acceptance of Application (Renewal)
Version:	00
Context:	This use case is used to assign renew 'pest control license request' to concerned Authority for physical verification.
Priority:	
Frequency:	As and when actors received request for renew pest control operation license request
Primary Actor:	DAO, DOA
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.

Basic Flow:	1. Acceptance of Application (Renewal)
	
	 a) System present the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.6.4, with 2 new option
	   - Status list option [new / in-process / cancel / renew]
	   - Assign to : List of concerned Authority
	
	 b) Actor review the all details submitted.
	
	 c) DAO shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	
	 d) DAO shall physically verify the site and store and physically verification report shall update at SAP.
	
	 e) DAO shall forward the application to the DOA.

	f) Before sending the data to the core system needs to validate the input fields. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 4. A SMS shall be thrown to the applicant from the system of current status of application. 2. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Application shall move to DOA when license is applied for State level when the license is applied for Range level, then DDPP is issuance authority for license.
Unresolved Issues:	

3.2.3.2.6.6 Renew Pest Control Operation license

UC 3.2.3.2.6.6	Renew Pest Control Operation License
Version:	00
Context:	This use case is used for renew license of company for Pest Control
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	DOA
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.

Basic Flow:	1. Renew Pest Control Operation License

a) System presents the actor with an interface with listing of 'Renew pest control license request'

b) Actor reviews all the details related to application.

c) Actor can issue the renew license to company if all details he found valid and verified.

d) Actor will change the status to 'License Renew'

e) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation.

The use case ends. |
| Alternative Flow: | 1. **Cancel** If Actor cancels the form then system will reach at home page.
2. **Exit:** If Actor exists the form then system will close. |
| Post Condition: | 1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
2. The system shall generate application reference no and thrown a message to the applicant.
3. An SMS indicating the renewal of Pest Control Operation license will be sent to the recipient mobile.
4. System will renew the license which is valid only for 2 calendar Years. |
| Special

Requirements: | Mandatory fields, validation done from client and server both end.
  - Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra.
  - Assam is issuing license at State & District level. (Separate use case is for Assam for State level license)
  - HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission) |

Unresolved Issues:	

3.2.3.2.7   LICENSE FOR PEST CONTROL OPERATION (NEW/ RENEWAL) FOR JHARKHAND & MAHARASHTRA AT STATE & RANGE LEVEL

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.7.1	Apply Pest Control Operation License	This use case is used to apply the pest control operation license (Form VI/ VIA).	A person/ company who need a license
UC 3.2.3.2.7.2	Acceptance of Application & Forwarding of Application to verification Officer	This use case is used to accept the license and assign for physical verification	License Issuing Authority
UC 3.2.3.2.7.3	Entry Physical verification Report	This use case is used for entering physical verification reports	License Issuing Authority / Concerned Authority
UC 3.2.3.2.7.4	Issue Pest Control Operation License	This use case is used to issue the license	License Issuing Authority

3.2.3.2.7.1   Capture Pest Control Operation License Data

UC 3.2.3.2.7.1	Capture Pest Control Operation License Data
Version:	00
Context:	This use case is used to obtain a license for Pest Control Operation of pesticide in state/ range.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data a) System presents the actor with an interface with an option to add license information. b1) Actor will presented the interface of form for non restricted insecticide with following options **Level of Application:** The actor shall select the level as State/ Range level. **State:** The Applicant shall select the state. **Range:** The applicant shall select the range. **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address**: The actor shall specify the complete address. **Is the Applicant a newcomer (Yes/ No)**: The Actor shall specify the status as Yes or No. If yes, the name of the principal, if any, whose he represent. **Enclose a Certificate of Principal** **Address of the premises of Store / Sold:** The actor shall specify the complete address of the premises where the manufacturing activity will be done. **Name of insecticide:** The actor shall mention the name of the pesticide for which he would like to take license. **Particulars of License issued in his/ her name by other state govt**.

Upload Option for all scanned document and certificates

> Affidavit

> Agreement of site and storage

> Identity Proof

> Residential Proof

> No Objection Certificate

> Principal Certificate from Manufacturer

b2) Actor will presented the interface of form for restricted insecticide with following options

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Registered Office: The actor shall submit the details of the registered office.

Zonal Office: The actor shall submit the details of the Zonal Office.

Email ID

Mobile Number

Premises for which application is made: The actor shall submit the details of premises.

Is the applicant is already in business or newcomer

Qualification of responsible technical person

Educational Qualification

- Training in the pest control operations

experience in using restricted insecticide (Attach Proof)

If in Trade, give full particulars of the names of restricted insecticide handled and categories of operation undertaken, the period and place at which the trade was carried on

Quantity of each restricted insecticide in possession on the

Date of application.

Details of person engaged or proposed to be engaged

Details of safety application available to along with antidotes.

Situation of the branch office and depots where the restricted insecticide will be stored for use.

Name of restricted insecticide which the applicant describe to use.

Category Applied for

Upload Option for all scanned document and certificates

> Affidavit

> Agreement of site and storage

> Identity Proof

> Residential Proof

> No Objection Certificate

> Principal Certificate from Manufacturer

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct the system to save data.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Data is not blank in case of name and address.
Email and Mobile number are mandatory.

f) System shall save the data for future use.

g) The System will provide an interface to an actor to enter payment data.

h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

> Cash Payment

> Demand Draft

> Cheque Payment

> Internet Banking

> Debit Card

> Credit Card

- If actor selects Cash Payment, the System will prompt to specify following

	details:
	> Challan No:
	> Date of Challan:
	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No:
	> Date of Challan:
	> Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.
	- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
	> Select DD created Through
	> Challan No
	> Challan Date

	> DD Deposit In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,
	The System will navigate the actor to the use case Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	i) Before sending the data to the core system needs to validate the input fields and also verify the check list: Payment information is completely mandatory so it is there.
	Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	System shall forward the application to the assistant official of State as per State level and to the assistant official of Range as per Range level.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form VI for non-restricted / VIA for restricted in existing in manual) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents.

	2. The actor can also download the check list from the SAP.
	3. Invalid Data System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
	4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	Assistant Official is the authority to accept the application and scrutiny the application.
	Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.7.2 Acceptance of Application

UC 3.2.3.2.7.2	Acceptance of Application
Version:	00
Context:	This use case is used to verify initial details which are required for issue the license. All the applications shall be viewed as new.
Priority:	High
Frequency:	As and when actors received request for issue 'pest control license request'
Primary Actor:	Assistant Official
	Other Actor:
	License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal.
	Actor is logged into SAP application over the web using UC 3.2.1.1.

	User should be authenticated by system and set his/her states as Login. Details for 'Pest Control License request' are added in System. Applicant can apply for additional Product for manufacturing during the existing license period through a simple application.

Basic Flow:	1. Acceptance of Application
	
	a) System presents the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.7.1, with 2 new option
	  - Status list option [new / in-process / cancel / renew]
	  - Assign to : List of concerned Authority
	
	b) Actor review the all details submitted.
	
	c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	
	e) Assistant official shall forward the application to the Actor.
	
	f) Actor shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store.
	
	g) Before sending the data to the core system needs to validate the input fields.
	
	The use case ends.

Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.

Special Requirements:	Mandatory fields, validation done from client and server both end. Application shall move to DOA when license is applied for State level when the license is applied for Range level, then DDPP is issuance authority for license. Assistant Officer must receive the original copy of challan in case of cash payment and original draft in case of payment through draft.
Business Rules	3. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats 4. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.7.3   Entry Physical verification Report

UC 3.2.3.2.7.3	Entry Physical verification Report
Version:	00
Context:	This use case is used to update by actor with physical verification status.
Priority:	
Frequency:	As and when actors received request for physical verification of site and store before issue the license to company.
Primary Actor:	Concerned Authority Other Actor License Issuing Authority
Preconditions:	User must be registered on State agriculture portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. New 'pest control license request' is added in System. Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical Verification Report a) System presents the actor an interface with listing of 'pest control license request' which are assign to him for physical verification.

	b) Actor review the all details submitted.
	c) Actor will change to 'completed' from 'assign' status for physical verification.
	d) Actor will change the status 'positive' or 'negative' accordingly.
	e) Actor shall submit the data related to inspection report (Data Requirement 3.6.1.10) and also upload all scan copy to system which is used during the physical verification.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below:
	The Physical Verification report must be Uploaded.
	Data shall not blank.
	Upon validating data system will instruct to save data.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.7.4   Issue Pest Control Operation License

UC 3.2.3.2.7.4	Issue Pest Control Operation License
Version:	00
Context:	This use case is used to issue new pest control license to actor or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Issue Pest Control Operation License a) System presents the actor with an interface with listing of 'pest control license request' b) Actor review the all details submitted for physical verification. c) Actor can provide grace period to company if physical verification is negative. But grace period shall provide only once. d) Actor can issue the new license to company if all details he found the valid and verified. e) Actor will change the status to 'issue' new license. f) System will instruct to save data. g) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation. The use case ends.
Alternative Flow:	a) **Cancel** If Actor cancels the form then system will reach at home page. b) **Exit:** If Actor exists the form then system will close.

Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the license is issued will be sent to the recipient mobile.
	4. New license will generated for the request.
	5. License number should be unique.
	6. License number format will be "No./ calendar Year"
	7. DOA or Notified Officer as per State can issue the License for Pest Control of Insecticide at State level in Form VIII of non restricted insecticide and in form VI C for restricted using the detail from system and print on form.
	8. DDPP or Notified Officer as per State can issue the License for Pest Control of Insecticide at Range level in Form VIII of non restricted insecticide and in form VI C for restricted using the detail from system and print on form.
	9. System will generate license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. **License Issuing authority is different in each state. Application shall move to following authorities:** **> State Level License (Distributor/ Wholesaler) - DOA / Notified officer as Per State** **> Range Level License (Distributor/ Wholesaler/ Dealer)- DDPP/ JDA or Notified officer as Per State** ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission) License Issuing authority will issue a letter to add pesticide product for manufacturing.

Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.7.5	Apply Renewal of Pest Control Operation License	This use case is used for renew the license of pest control license (Form VII/ VI B)	A person/ company who need a license
UC 3.2.3.2.7.6	Acceptance of Application & Forwarding of Application to verification Officer	This use case is used for assign physical verification	Assistant Official, License Issuing Authority
UC 3.2.3.2.7.7	Entry Physical verification Report (Renewal)	This use case is used for entering physical verification reports	License Issuing Authority, Concerned Authority
UC 3.2.3.2.7.8	Renew pest control operation license	This use case is used to renew the license	License Issuing Authority

3.2.3.2.7.5 Capture Pest Control Operation License Data (Renewal)

UC 3.2.3.2.7.5	Capture Pest Control Operation License Data (Renewal)
Version:	00
Context:	This use case is used to renew a license for Pest Control Operation of pesticide in state.
Priority:	

Frequency:	As and when actors wants to enter/update details for renew the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal.
	Actor is logged into SAP application over the web using UC 3.2.1.1.
	User must be registered on SAP. User should be authenticated by system and set his/her states as Login.
	Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data (Renewal)
	a) System present the actor with an interface with option add licensing information:
	b1) Actor will presented the interface of form for non restricted insecticide with following options
	Existing License Number & Date
	Name of the Applicant: The actor shall specify his/ her full name or the name of the company.
	Address: The actor shall specify the complete address.
	Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.
	If yes, the name of the principal, if any, whose he represent.
	Enclose a Certificate of Principal
	Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.
	Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.
	Particulars of License issued in his/ her name by other state govt.
	- **Upload Option for all scanned document and certificates**
	> Affidavit
	> Agreement of site and storage
	> Identity Proof
	> Residential Proof
	> No Objection Certificate

> Principal Certificate from Manufacturer

b2) Actor will presented the interface of form for restricted insecticide with following options

Existing License No. & Date

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Registered Office: The actor shall submit the details of the registered office.

Zonal Office: The actor shall submit the details of the Zonal Office.

Email ID:

Mobile Number:

Category of operation

Expert Staff

Restricted insecticide Used

Premises of stocking

Situation of the branch office and depots where the restricted insecticide will be stored for use.

Whether any new branch/ unit has been opened after grant or renewal of license.

Any other change

Give latest details of person engaged

- Upload Option for all scanned document and certificates
  > Affidavit
  > Agreement of site and storage
  > Identity Proof
  > Residential Proof
  > No Objection Certificate
  > Principal Certificate from Manufacturer

	c) The actor verifies all the above mentioned info with the help of physical documents.
	
	d) Actor shall instruct to save the data of application.
	
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
	Data is not blank in case of name and address.
	Email and Mobile number are mandatory.
	
	f) The System will provide an interface to an actor to enter payment data.
	
	g) System shall save the data for future use.
	
	h) The System will provide an interface to an actor to enter payment data.
	
	i) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:
	  > Cash Payment
	  > Demand Draft
	  > Cheque Payment
	  > Internet Banking
	  > Debit Card
	  > Credit Card
	
	- If actor selects Cash Payment, the System will prompt to specify following details:
	
	  > Challan No:
	  > Date of Challan:
	  > Payment Deposit in: Select Bank or Treasury
	
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database.

| | Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Cheque Deposited In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
  > Select DD created Through
  > Challan No
  > Challan Date
  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury |

	name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited. - If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card, The System will navigate the actor to the use case Invoke Payment Gateway to make payment online. Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid. j) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Payment information is completely mandatory so it is there. Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number. System shall forward the application to assistant officer. The use case ends.
Alternative Flow:	1. A Form with above data (Form VII for non-restricted/ VIB for restricted) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant.

	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Assistant Official is the authority to accept the application and scrutiny the application. - System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode. - Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.7.6 Acceptance of Application (Renewal)

UC 3.2.3.2.7.6	Acceptance of Application (Renewal)
Version:	00
Context:	This use case is used to assign renew 'pest control license request' to concerned Authority for physical verification.
Priority:	
Frequency:	As and when actors received request for renew pest control operation license request
Primary Actor:	Assistant Official, License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.

Basic Flow:	1. Acceptance of Application (Renewal)
	
	a) System present the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.7.5, with 2 new option
	  - Status list option [new / in-process / cancel / renew]
	  - Assign to : List of concerned Authority

	b) Actor review the all details submitted.
	) Assistant Officer shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	d) Assistant official shall forward the application to the license issuing authority.
	e) Actor shall change the status of application from new to in-process and also select the authorized person from the list for physical verification of the applicant's site and store.
	f) Before sending the data to the core system needs to validate the input fields. Actor has authorized the person for physical verification. The use case ends.
Alternative Flow:	**2. Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	3. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 5. A SMS shall be thrown to the applicant from the system of current status of application. 4. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.7.7 Entry Physical verification Report (Renew)

UC 3.2.3.2.7.7	**Entry Physical verification Report (Renew)**

Version:	00
Context:	This use case is used to update by actor with physical verification status.
Priority:	
Frequency:	As and when actors received request for physical verification of site and go-down before renew the license to company.
Primary Actor:	Concerned Authority Other Actor License Issuing Authority
Preconditions:	User must be registered on State agriculture portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of Site.
Basic Flow:	1. Entry Physical Verification Report (Renew) a) System presents the actor with an interface with listing of 'Renew pest control license request' which are assign to him for physical verification. b) Actor review the all details submitted. c) Actor will change to 'completed' from 'assign' status for physical verification. d) Actor will change the status 'positive' or 'negative' accordingly. e) Actor shall enter all related field (data Requirement 3.5.5.7) and also will upload all scan copy to system which is used during the physical verification. f) Before sending the data to the core system needs to validate the input fields and also verify the check list as below: The Physical Verification report must be Uploaded. Upon validating data system will instruct to save data. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.

Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the physical verification status and result will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.7.8 Renew Pest Control Operation license

UC 3.2.3.2.7.8	Renew Pest Control Operation License
Version:	00
Context:	This use case is used for renew license of company or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew Pest Control Operation License
	a) System presents the actor with an interface with listing of 'Renew pest control license request'
	b) Actor review the all details submitted for physical verification.
	c) Actor can provide grace period to company if physical verification is

	negative.
	d) Actor can issue the renew license to company if all details he found valid and verified.
	e) Actor will change the status to 'License Renew'
	f) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
	2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the renewal of Pest Control Operation license will be sent to the recipient mobile.
	4. System will renew the license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	License Issuing authority is different in each state. Application shall move to following authorities:
	> State Level License (Distributor/ Wholesaler) - DOA / Notified officer as Per State
	> Range Level License (Distributor/ Wholesaler/ Dealer)- DDPP/ JDA or Notified officer as Per State
	> District Level License (Dealer) – DAO or Notified officer as Per State
	▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra.
	▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license)
	▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level.

	(Separate Process & use case of Grant of permission)
Unresolved Issues:	

3.2.3.2.8 LICENSE FOR PEST CONTROL OPERATION (NEW/ RENEWAL) FOR ALL STATE AT DISTRICT LEVEL

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.8.1	Apply Pest Control Operation License	This use case is used to apply the pest control operation license (Form VI/ VIA).	A person/ company who need a license
UC 3.2.3.2.8.2	Acceptance of Application	This use case is used to accept the license	Assistant Official
UC 3.2.3.2.8.3	Issue Pest Control Operation License	This use case is used to issue the license	License Issuing Authority

3.2.3.2.8.1 Capture Pest Control Operation License Data

UC 3.2.3.2.8.1	Capture Pest Control Operation License Data
Version:	00
Context:	This use case is used to obtain a license for Pest Control Operation of pesticide in state.
Priority:	
Frequency:	As and when actors wants to enter/update details for issue the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal.

	Actor is logged into SAP application over the web using UC 3.2.1.1.
	User should be authenticated by system and set his/her states as Login.
	Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data
	a) System presents the actor with an interface with an option to add license information.
	b1) Actor will presented the interface of form for non restricted insecticide with following options
	State: Applicant selects the state where he has to apply**.**
	District: Applicant selects the state where he belongs to.
	Name of the Applicant: The actor shall specify his/ her full name or the name of the company.
	Address: The actor shall specify the complete address.
	Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.
	If yes, the name of the principal, if any, whose he represent.
	Enclose a Certificate of Principal
	Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.
	Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.
	Particulars of License issued in his/ her name by other state govt.
	Upload Option for all scanned document and certificates
	> Affidavit
	> Agreement of site and storage
	> Identity Proof
	> Residential Proof
	> No Objection Certificate
	> Principal Certificate from Manufacturer

b2) Actor will presented the interface of form for restricted insecticide with following options

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Registered Office: The actor shall submit the details of the registered office.

Zonal Office: The actor shall submit the details of the Zonal Office.

Email ID

Mobile Number

Premises for which application is made: The actor shall submit the details of premises.

Is the applicant is already in business or newcomer

Qualification of responsible technical person

Educational Qualification

- Training in the pest control operations

experience in using restricted insecticide (Attach Proof)

If in Trade, give full particulars of the names of restricted insecticide handled and categories of operation undertaken, the period and place at which the trade was carried on

Quantity of each restricted insecticide in possession on the

Date of application.

Details of person engaged or proposed to be engaged

Details of safety application available to along with antidotes.

Situation of the branch office and depots where the restricted insecticide will be stored for use.

Name of restricted insecticide which the applicant describe to use.

Category Applied for

Upload Option for all scanned document and certificates

> Affidavit

> Agreement of site and storage

> Identity Proof

> Residential Proof

> No Objection Certificate

	> Principal Certificate from Manufacturer
	c) The actor verifies all the above mentioned info with the help of physical documents.
	d) Actor shall instruct the system to save data.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Data is not blank in case of name and address. Email and Mobile number are mandatory.
	f) System shall save the data for future use.
	g) The System will provide an interface to an actor to enter payment data.
	h) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface: > Cash Payment > Demand Draft > Cheque Payment > Internet Banking > Debit Card > Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details: > Challan No: > Date of Challan: > Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:
  > Date of Challan:
  > Cheque Deposited In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:
  > Select DD created Through
  > Challan No
  > Challan Date
  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the

	State. Select name of the treasury in which the DD was deposited.
	- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,
	The System will navigate the actor to the use case Payment Gateway to make payment online.
	Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.
	i) Before sending the data to the core system needs to validate the input fields and also verify the check list: Payment information is completely mandatory so it is there.
	Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.
	System shall forward the application to the Assistant Official of the particular district.
	The use case ends.
Alternative Flow:	1. A Form with above data (Form VI for non-restricted / VIA for restricted in existing in manual) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents. 2. The actor can also download the check list from the SAP. 3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant.

	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end. Editing facility make available before submission of application. After submission application can not be edited. Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra. Applicant can apply for additional Product for manufacturing during the existing license period through a simple application.
Unresolved Issues:	

3.2.3.2.8.2 Acceptance of Application

UC 3.2.3.2.8.2	Acceptance of Application
Version:	00
Context:	This use case is used to verify initial details which are required for issue the license. All the applications shall be viewed as new.
Priority:	High
Frequency:	As and when actors received request for issue 'pest control license request'
Primary Actor:	Assistant Official Other Actor: License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. Details for 'Pest Control License request' are added in System.
Basic Flow:	1. Acceptance of Application a) System presents the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.8.1, with 2 new option - Status list option [new / in-process / cancel / renew]

	- Assign to : List of concerned Authority
	b) Assistant Official reviews all the details submitted.
	c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents.
	e) Assistant Official shall physically verify the site and store and physical verification report shall updated on SAP.
	f) Upload the Physical verification report.
	g) Assistant Official Forward the application to License Issuing Authority.
	h) Before sending the data to the core system needs to validate the input fields.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license. 2. A SMS shall be thrown to the applicant from the system of current status of application. 3. Physical verification report must be updated on SAP.
Special Requirements:	Mandatory fields, validation done from client and server both end. Assistant Officer must receive the original copy of challan in case of cash payment and original draft in case of payment through draft.
Business Rules	1. The attached documents could be in .doc, .jpg, .pdf, .txt, .docx formats 2. Only one record at a time could be allowed to change.
Unresolved Issues:	

3.2.3.2.8.3   Issue Pest Control Operation License

UC 3.2.3.2.8.3	Issue Pest Control Operation License
Version:	00
Context:	This use case is used to issue new pest control license to actor or provide grace period for physical verification.
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Issue Pest Control Operation License a) System presents the actor with an interface with listing of 'pest control license request' b) Actor reviews the all details and physical verification report. c) Actor can issue the new license to company if all details he found the valid and verified. d) Actor will change the status to 'issue' new license. e) System will instruct to save data. f) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation. The use case ends.
Alternative Flow:	a) **Cancel** If Actor cancels the form then system will reach at home page. b) **Exit:** If Actor exists the form then system will close.

Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the license is issued will be sent to the recipient mobile.
	4. New license will generated for the request.
	5. License number should be unique.
	6. License number format will be "No./ calendar Year"
	7. DAO or Notified Officer as per State can issue the license for Pest Control of Insecticide at District level.
	8. System will generate license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	Assistant Official and License Issuing Authority may be different in different states at District Level.
	▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra.
	▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license)
	▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.8.4	Apply Renewal of Pest Control Operation License	This use case is used for renew the license of pest control license (Form VII/ VI B)	A person/ company who need a license

UC 3.2.3.2.8.5	Acceptance of Application	This use case is used to accept the application.	Assistant Official, License Issuing Authority
UC 3.2.3.2.8.6	Renew pest control operation license	This use case is used to renew the license	License Issuing Authority

3.2.3.2.8.4 Capture Pest Control Operation License Data (Renewal)

UC 3.2.3.2.8.4	**Capture Pest Control Operation License Data (Renewal)**
Version:	00
Context:	This use case is used to renew a license for Pest Control Operation of pesticide in district.
Priority:	
Frequency:	As and when actors wants to enter/update details for renew the license.
Primary Actor:	A Company
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User must be registered on SAP. User should be authenticated by system and set his/her states as Login. Actor should have all document/certificates scanned copy.
Basic Flow:	1. Capture Pest Control Operation License Data (Renewal) a) System present the actor with an interface with option add licensing information: b1) Actor will presented the interface of form for non restricted insecticide with following options **Existing License Number & Date** **Name of the Applicant:** The actor shall specify his/ her full name or the name of the company. **Address:** The actor shall specify the complete address.

Is the Applicant a newcomer (Yes/ No): The Actor shall specify the status as Yes or No.

If yes, the name of the principal, if any, whose he represent.

Enclose a Certificate of Principal

Address of the premises of Store / Sold: The actor shall specify the complete address of the premises where the manufacturing activity will be done.

Name of insecticide: The actor shall mention the name of the pesticide for which he would like to take license.

Particulars of License issued in his/ her name by other state govt.

- **Upload Option for all scanned document and certificates**

    > Affidavit

    > Agreement of site and storage

    > Identity Proof

    > Residential Proof

    > No Objection Certificate

    > Principal Certificate from Manufacturer

b2) Actor will presented the interface of form for restricted insecticide with following options

Existing License No. & Date

Name of the Applicant: The actor shall specify his/ her full name or the name of the company.

Address: The actor shall specify the complete address.

Registered Office: The actor shall submit the details of the registered office.

Zonal Office: The actor shall submit the details of the Zonal Office.

Email ID:

Mobile Number:

Category of operation

Expert Staff

Restricted insecticide Used

Premises of stocking

Situation of the branch office and depots where the restricted insecticide

will be stored for use.

Whether any new branch/ unit has been opened after grant or renewal of license.

Any other change

Give latest details of person engaged

- Upload Option for all scanned document and certificates
> Affidavit
> Agreement of site and storage
> Identity Proof
> Residential Proof
> No Objection Certificate
> Principal Certificate from Manufacturer

c) The actor verifies all the above mentioned info with the help of physical documents.

d) Actor shall instruct to save the data of application.

e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Data is not blank in case of name and address.
Email and Mobile number are mandatory.

f) The System will provide an interface to an actor to enter payment data.

g) System shall save the data for future use.

h) The System will provide an interface to an actor to enter payment data.

i) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface:

> Cash Payment

> Demand Draft

> Cheque Payment

> Internet Banking

> Debit Card

> Credit Card

- If actor selects Cash Payment, the System will prompt to specify following details:

  > Challan No:

  > Date of Challan:

  > Payment Deposit in: Select Bank or Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.

- If actor selects Mode of Payment as Check, the System will prompt to specify following details:

  > Challan No:

  > Date of Challan:

  > Cheque Deposited In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.

If the actor selects treasury, the System will prompt the actor to specify the

treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.

- If actor selects Mode of Payment as DD, the System will prompt to specify following details:

  > Select DD created Through

  > Challan No

  > Challan Date

  > DD Deposit In: Bank/Treasury

If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Invoke Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

j) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Payment information is completely mandatory so it is there.

Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

	System shall forward the application to Assistant Official at District Level. The use case ends.
Alternative Flow:	1. A Form with above data (Form VII for non-restricted/ VIB for restricted) will also be available on SAP for download. The actor can download the form and submit the form at Director of Agriculture with all required documents.
	2. The actor can also download the check list from the SAP.
	3. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
	4. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the registration is complete will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
	- System shall search the database on the basis of previous license number, if data exits then system will show the existing data to the applicant in editing mode.
	- Maharashtra State has already developed the License Application for their state. It should be linked with SAP of Maharashtra.
Unresolved Issues:	

3.2.3.2.8.5 Acceptance of Application (Renewal)

UC 3.2.3.2.8.5	**Acceptance of Application (Renewal)**
Version:	00
Context:	This use case is used to assign renew 'pest control license request' to concerned Authority for physical verification.
Priority:	

Frequency:	As and when actors received request for renew pest control operation license request
Primary Actor:	Assistant Official, License Issuing Authority
Preconditions:	User must be registered at State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login. License renewal request is added in System.
Basic Flow:	1. Acceptance of Application (Renewal) a) System present the actor with an interface with listing of 'pest control license request' added in UC 3.2.3.2.8.4, with 2 new option - Status list option [new / in-process / cancel / renew] - Assign to : List of concerned Authority b) Actor review the all details submitted. c) Assistant Official shall verify the application and attached documents. Actor can also download or take the print out of the application and documents. d) Assistant Official shall physically verify the site and store and physically verification report shall update at SAP. e) Assistant Official shall forward the application to the License Issuing Authority. f) Before sending the data to the core system needs to validate the input fields. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of new request of license.

	6. A SMS shall be thrown to the applicant from the system of current status of application. 2. A SMS indicating the documents are checked and official assign for physical verification will be sent to the recipient mobile.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.8.6 Renew Pest Control Operation license

UC 3.2.3.2.8.6	Renew Pest Control Operation License
Version:	00
Context:	This use case is used for renew license of company for Pest Control
Priority:	
Frequency:	As and when actors received update about complete physical verification process.
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Actor completed the physical verification of site and update system with physical reposts status.
Basic Flow:	1. Renew Pest Control Operation License a) System presents the actor with an interface with listing of 'Renew pest control license request' b) Actor reviews all the details related to application. c) Actor can issue the renew license to company if all details he found valid and verified. d) Actor will change the status to 'License Renew'

	e) Actor shall instruct to save data and also instruct the assistant official to print the License for Pest Control Operation. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details of physical verification. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the renewal of Pest Control Operation license will be sent to the recipient mobile. 4. System will renew the license which is valid only for 2 calendar Years.
Special Requirements:	Mandatory fields, validation done from client and server both end. Assistant Official and License Issuing Authority may be different in different states at District Level. ▪ Jharkhand & Maharashtra are states which issuing license at all levels. Mumbai is only Division exist in Maharashtra. ▪ Assam is issuing license at State & District level. (Separate use case is for Assam for State level license) ▪ HP, MP, Karnataka, & Kerala are issuing license at District level only. License taker can supply their product in whole States. MP, Karnataka, & Kerala states are grating permission on state level. (Separate Process & use case of Grant of permission)
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.2.9	Issuance of Duplicate License	This use case is used to issue duplicate license	License Holder, Assistant Officer
UC 3.2.3.2.10	Cancellation/ Suspension of License	This use case is used to Cancel or Suspend the	License Issuing Authority

		License	
UC 3.2.3.2.11	Endorsement of Product	This use case is used to endorsement of product	License Issuing Authority

3.2.3.2.9 ISSUANCE OF DUPLICATE LICENSE

UC 3.2.3.2.9	Issuance of Duplicate License
Version:	00
Context:	This use case enables the license holder to apply a duplicate copy of license (RC).
Priority:	
Frequency:	Rare
Primary Actor:	License Holder, Assistant Official
Preconditions:	Applicant must be license holder. Applicant details shall be in master record. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login.
Basic Flow:	1. Actor shall instruct to issue a duplicate copy of license. 2. System presents dealer details form. 3. Actor shall enter the registration number. 4. System Captures the input, generates ref. no. and triggers sent to the alert system. 5. If any fee to remitted , do online or offline payment 6. System displays the ref. no. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page. 2. **Exit:** If Actor exists the form then system will close.
Post Condition:	1. Trigger mail / msg sent to the respective stakeholders (system administrators)
Special	Mandatory fields, validation done from client and server both end.

Requirements:	Dealer must exist in the master tables, certificate should not be expired, surrendering the original if he has, at the time of receiving the new one.
Unresolved Issues:	

3.2.3.2.10 CANCELLATION/ SUSPENSION OF LICENSE

UC 3.2.3.2.10	Cancellation/ Suspension of License
Version:	00
Context:	This use case enables the license issuance authority to cancel / suspend the existing license (RC).
Priority:	
Frequency:	Rare
Primary Actor:	License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login.
Basic Flow:	1. Actor shall instruct the system to cancel/ suspend the license. 2. System presents the actor an interface with following option: - Name - Registration No. 3. Actor shall enter the required details and instruct to submit. 4. System asks for remark and then confirmation. 5. Actor shall enter the remark and confirm 6. System captures the inputs and updates the table. - Triggers sent to alert system. OR (if the dealer registered in old system) 7. Under the instructions from DOA, AO visits the site and tears of the original RC in front of notary public. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.

	2. Exit: If Actor exists the form then system will close.
Post Condition:	Trigger mail / msg sent to the respective stakeholders and changes the status of the application "Registration Cancelled / Suspended"
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.2.11 ENDORSEMENT OF PRODUCT

UC 3.2.3.2.11	Endorsement of Product
Version:	00
Context:	This use case is used to endorsement a license for manufacturing or marketing or pest control of pesticide in state/ range / district.
Priority:	
Frequency:	As and when actors wants to enter/update details for endorsement.
Primary Actor:	Manufacturer/ Dealer/ Wholesaler, License Issuing Authority
Preconditions:	Actor is logged into SAP application over the web using UC 3.2.1.1. User should be authenticated by system and set his/her states as Login.
Trigger	The actor chooses to select endorsement of application.

Basic Flow:	1. Endorsement of Product:
	
	a) System presents the actor with an interface with an option to search existing license information.
	
	     - License No.
	     - Date of Issue
	     - Name of Company
	
	b) Actor shall instruct to search the existing information.
	
	c) System shall presents the existing information of license in editable mode of following information:

	- Email ID:
	- Mobile Number:
	- Name of pesticides: The actor shall mention the name of the pesticide for which he would like to take license.
	d) Actor shall update the data or add the pesticide for license.
	e) The actor verifies all the above mentioned info with the help of physical documents.
	f) Actor shall instruct the system to save data.
	g) Before sending the data to the core system needs to validate the input fields and also verify the check list as below. Data is not blank in case of name and address. Email and Mobile number are mandatory.
	h) System shall save the data for future use.
	i) The System will provide an interface to an actor to enter payment data.
	j) Make Payments: The System will prompt the actor to select Mode of Payment from the list provided by the interface: > Cash Payment > Demand Draft > Cheque Payment > Internet Banking > Debit Card > Credit Card
	- If actor selects Cash Payment, the System will prompt to specify following details: > Challan No: > Date of Challan:

	> Payment Deposit in: Select Bank or Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the banks specified in the database. Select name of the bank in which the cash was deposited.
	If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the cash was deposited.
	- If actor selects Mode of Payment as Check, the System will prompt to specify following details:
	> Challan No: > Date of Challan: > Cheque Deposited In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/ State/ Cooperative/Private banks specified in the database. Select name of the bank in which the Cheque was deposited.
	If the actor selects treasury, the System will prompt the actor to specify the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the Cheque was deposited.
	- If actor selects Mode of Payment as DD, the System will prompt to specify following details: > Select DD created Through > Challan No > Challan Date > DD Deposit In: Bank/Treasury
	If actor selects Bank, the System will prompt the actor to select the Bank Name from the drop down enlisting all the Central/

| | State/Cooperative/Private banks specified in the database. Select name of the bank in which the DD was deposited.

If the actor selects treasury, the System will prompt the actor to the treasury name from the drop down enlisting all the treasuries created across the State. Select name of the treasury in which the DD was deposited.

- If actor selects Mode of Payment as Internet Banking/ Debit Card/ Credit Card,

The System will navigate the actor to the use case Payment Gateway to make payment online.

Specifying all the details belonging to the Cash/ Cheque/ DD, the System will prompt the actor to specify the Amount of the license fee paid.

k) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
Payment information is completely mandatory so it is there.

Upon Validating data system will instruct to submit data and system shall provide the acknowledgement to application with reference number.

System shall forward the application to Assistant Officer.

l) Assistant Officer shall verify the application.

m) Assistant Official shall forward the application to License Issuing Authority.

n) License issuing authority shall receive the request.

o) License issuing authority shall instruct to assistant official to issue a letter for endorsement of product on the basis of application. |

	p) License holder shall receive the application. The use case ends.
Alternative Flow:	1. The actor can also download the check list from the SAP. 2. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again. 3. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the endorsement is complete will be sent to the recipient mobile.
Special Requirements:	1. Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.3 Pesticide Quality Testing
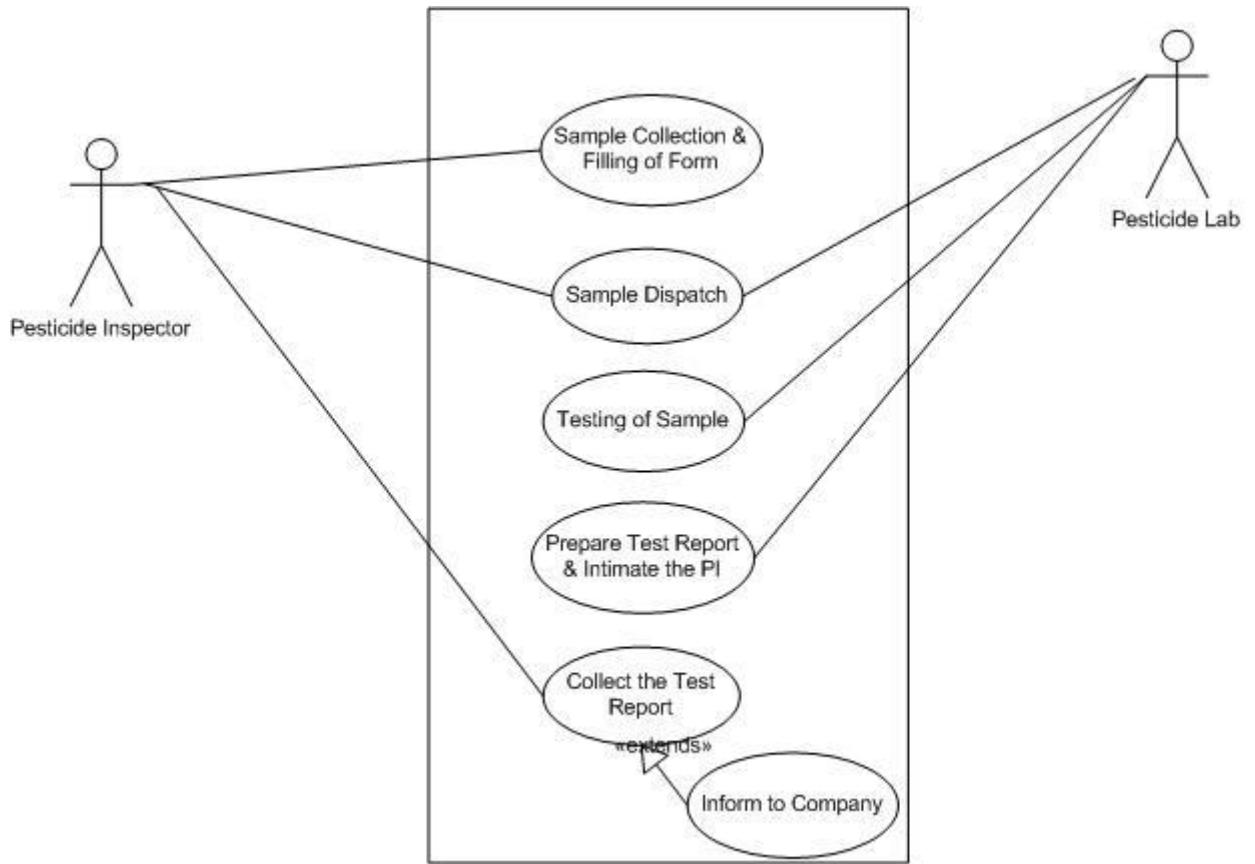
Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.3.1	Alert for Sample Collection	This use case is used to send alert to pesticide inspector.	DOA
UC 3.2.3.3.2	Sample Collection	This use case is used for sample collection	Pesticide Inspector
UC 3.2.3.3.3	Updating Sample Report	This use case is used for update the sample report	Pesticide lab, Pesticide Inspector
UC 3.2.3.3.4	Action Taken Report	This service enables the actor to update action report	Pesticide Inspector

3.2.3.3.1 ALERT FOR SAMPLE COLLECTION

UC 3.2.3.3.1	Alert for Sample Collection
Version:	00
Context:	This use case is used to send the alert for sample collection.
Priority:	
Frequency:	As and when actor want to see the pending sample collection of manufacturer.
Primary Actor:	DOA
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login.
Basic Flow:	1. Alert for Sample Collection

a) Actor shall instruct to system to view the pending samples from manufacturer.

b) System presents the actor the list of pending samples of manufacturers.

c) Actor shall view the list and can save the list in form of PDF or xls.

d) Actor shall able to send alert to respective Pesticide Inspector for Sample Collection from manufacturer /Dealers.

e) Respective Pesticide Inspector shall receive the alert.

The use case ends. |
| Alternative Flow: | 1. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
2. **Cancel** If Actor cancels the form then system will reach at home page. |
| Post Condition: | 1. Database is updated and mail trigger to respective person with consolidated information details.
2. The system shall generate application reference no and thrown a message |

	to the Pesticide Inspector.
Special Requirements:	Mandatory fields, validation done from client and server both end. There shall be one quality testing process for Manufacturer. This may be vary as per state policy.
Unresolved Issues:	

3.2.3.3.2 SAMPLE COLLECTION

UC 3.2.3.3.2	**Sample Collection**
Version:	00
Context:	This use case is used for collect the sample and fills the form.
Priority:	
Frequency:	As and when actors collect the sample and fill the form.
Primary Actor:	Pesticide Inspector, Testing Lab
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login. Pesticide Inspector shall collect the sample from the dealer/ company with the required data. Actor collected the sample.
Basic Flow:	1. Sample Collection a) Actor shall instruct to system for entering Pesticide sample data. b) System presents the actor with an interface with listing of form with the important fields : - Sample ID: Auto Generated - Date of Receipt of Sample - date of Submitting Sample - Name of Inspector - Designation of Inspector - Designation of Forwarding Officer

	- State
	- District
	- Subdivision
	- Block
	- Address of Inspector
	- Code No. given by Inspector
	- Address of Forwarding Officer
	- Forwarding Officer's Memo No.
	- Forwarding Officer's Memo Date
	- Mobile No. of Inspector
	- Email ID of Inspector
	- Brand Name of the Collected Sample
	- Quantity of the Collected Sample
	- Name & Address of the manufacturer
	- Email ID
	- Mobile Number
	- Date on which sample collected
	- Date of manufacturer
	- Date of expiry
	- Batch No.
	- Name of the active ingredient as mentioned on the label of the collected sample
	- Percentage of the active ingredient as mentioned in the label of the collected sample
	- Dealer's name and address from whose firm sample collected
	- Option for upload all collected documents
	i) Memorandum of Govt. Analysis
	ii) Application Form
	c) The actor inputs all above mentioned details from collected sample.
	d) Actor instructs to save data and reference number is generated
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below:

<table>
<tr>
<td></td>
<td>Brand Name of Collected Sample, Name & Address of the Manufacturer /dealer, Email ID and Mobile number shall not blank.

Upon Validating data system will instruct to save data.

f) System shall intimate the user in Form XII that sample is collected on email and msg.

g) Actor shall dispatch the sample with the Memorandum to Govt. Analysis and Details of Sample to the Pesticide Lab.

The use case ends.</td>
</tr>
<tr>
<td>Alternative Flow:</td>
<td>1. **Invalid Data** System will check for any invalid data before saving. If data is not valid, system halts processing and no data will be saved and system will ask to enter the data again.
2. **Cancel** If Actor cancels the form then system will reach at home page.</td>
</tr>
<tr>
<td>Post Condition:</td>
<td>1. Database is updated and mail trigger to respective person with consolidated information details.
2. The system shall generate application reference no and thrown a message to the applicant.
3. An SMS indicating the sample is collected will be sent to the recipient mobile.
4. Database is updated.
5. Actor can print details repots using system on Form XXI.
6. Then sample send to Pesticide lab, Faridabad, Haryana</td>
</tr>
<tr>
<td>Special Requirements:</td>
<td>Mandatory fields, validation done from client and server both end.
Pesticide Inspector shall receive the sample report and PI shall update the action report or recommendation on SAP, if any.</td>
</tr>
<tr>
<td>Unresolved Issues:</td>
<td></td>
</tr>
</table>

3.2.3.3.3   UPDATING SAMPLE REPORT

UC 3.2.3.3.3	**Updating Sample Report**

Version:	00
Context:	This use case is used to update system with sample test result.
Priority:	
Frequency:	As and when actors get the test result from laboratory.
Primary Actor:	Pesticide Lab, Pesticide Inspector
Preconditions:	User must be registered on State Agriculture Portal.
	Actor is logged into SAP application over the web using UC 3.2.1.1.
	Actor should be authenticated by system and set his/her states as Login.
	Actor has the results of sample from the laboratory.
Basic Flow:	1. Updating Sample Report
	a) System presents the actor with an interface with listing of form which is filled.
	- Sample ID
	- Lab Ref. No,
	- Date of Analysis
	- Outgoing Memo No.
	- Outgoing Memo Date
	- Name of the Insecticide Inspector
	- Serial No.
	- Date of Insecticide Inspector's memorandum
	- Number of Sample
	- Date of Receipt
	- Name of the Insecticide purporting to be Contained in the Sample
	- Condition of Sales on the Package
	- Result of test or an analysis with protocols of test applied.
	- Date
	b) The actor inputs the test results and also uploads the report into SAP.
	c) Actor instructs to save data.
	d) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
	Sample Report Updated.
	Data shall not be blank.

	e) System shall send alert to the Pesticide Inspector. f) Pesticide Inspector can get the print out from the web. g) Pesticide Inspector shall update the action report taken on report. Upon Validating data system will instruct to save data. The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details. 2. The system shall generate application reference no and thrown a message to the applicant. 3. An SMS indicating the result of sample will be sent to the recipient mobile. 4. Actor can get the sample test result any time from the system
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

3.2.3.3.4 ACTION TAKEN REPORT

UC 3.2.3.3.4	Action Taken Report
Version:	00
Context:	This service enables the PI to update the action taken report.
Priority:	
Frequency:	As and when actors wants to update the action report
Primary Actor:	Pesticide Inspector or Quality Control Officer
Preconditions:	User must be registered on State Agriculture Portal. Actor is logged into SAP application over the web using UC 3.2.1.1. Actor should be authenticated by system and set his/her states as Login.

Basic Flow:	1. Action Report
	a) System shall presents the actor an option to select the sample:
	- Sample ID: Auto Generated
	Or
	- License Number
	b) Pesticide Inspector can also view the Lab Test Report.
	- Sample ID from Lab
	- Date of Analysis
	- Outgoing Memo No.
	- Outgoing Memo Date
	- Name of the Insecticide Inspector
	- Serial No.
	- Date of Insecticide Inspector's memorandum
	- Number of Sample
	- Date of Receipt
	- Name of the Insecticide purporting to be Contained in the Sample
	- Condition of Sales on the Package
	- Result of test or an analysis with protocols of test applied.
	- Date
	- Status (Sub Standard/ Misbranded)
	- Action Taken
	c) System presents the actor an interface to enter :
	- Action taken report on Suspension of license
	- Prosecution launched (date)
	- Decision of court (date)
	d) Actor shall submit the action taken on the basis of report if any and also upload the report.
	e) Before sending the data to the core system needs to validate the input fields and also verify the check list as below.
	Sample Report Updated.

	Data shall not be blank.
	Upon Validating data system will instruct to save data.
	The use case ends.
Alternative Flow:	1. **Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. Database is updated and mail trigger to respective person with consolidated information details.
	2. The system shall generate application reference no and thrown a message to the applicant.
	3. An SMS indicating the result of sample will be sent to the recipient mobile.
	4. Actor can get the sample test result any time from the system
Special Requirements:	Mandatory fields, validation done from client and server both end.
Unresolved Issues:	

Use Case No.	Functionality	Description	Actor(s)
UC 3.2.3.4	Invoke Payment Gateway	This use case is used for payment gateway.	SAP User
UC 3.2.3.8	Auto Alert System	This is a use case for alert system	System
UC 3.2.3.9	Manual Alert System	This is a use case for alert system which should be functioning when manual commands given	All System Users
UC 3.2.3.10	Printing System	This use case is used for printing.	SAP User

3.2.3.4 Invoke Payment Gateway

Overview: Payment gateway facilitates the actor to deposit there fees through online transactions like internet banking, debit card or credit card. Payment gateway works as a bridge between the sender's bank account and the recipient bank accounts.

UC 3.2.3.4	Invoke Payment Gateway
Version:	00
Context:	A payment gateway facilitates the transfer of information between a payment portal (such as a website, mobile phone or IVR service) and the Front End Processor or acquiring bank.
Priority:	
Frequency:	As and when actors want to pay the fees.
Primary Actor:	The person/agency who wishes to deposit fee charges for registration, licensing or various activities through this application using internet banking or online transactions.
Secondary Actor	Payment Gateway
Preconditions:	1. The user must be registered on the SAP. He must be logged in, and should have permissions to access SAP application and making online payments for various transactional activities. 2. The person/agency must be registered with their banks for availing online transactions facility. 3. The person/agency must have Debit/Credit Card for online transactions.
Basic Flow:	1. The actor clicks on the option "Online Payments". 2. The System will prompt the actor to specify the Amount (in Rs.) which he/she wants to pay. 3. The system will prompt the actor to select the mode of online payment from the drop down enlisting following card types i.e. Debit Card, Credit Card and internet banking. **4. If Actor select the debit cards.** a) The actor selects the Bank Debit Card, which he/she wants to use for

payment and Clicks Submit.

b) The System will display the specified payment details for confirmation.

     a. If there are some **transaction charges** imposed by the payment gateway service provider, that amount will also be displayed here as added in the specified amount for deductions.

c) Once the actor confirms the payment details,

d) The System will navigate you to the selected Bank's payment gateway, whose debit card you have selected for payment.

     a. The Payment Gateway will prompt you to specify following the Debit Card Details like:

- Card Number
- Name on Card
- Expiry Date
- CVV2/CVC2 Number
- Capcha shown on the screen

     b. After specifying all the details, System will prompt you to click on the Make Payment Link.

e) Actor clicks on the Make Payment link

f) The System will start processing transactions using 3D secure Authentication

     a. The System will prompt the actor to specify 3D Secure PIN (6 digits).

g) The actor specifies 3D secure PIN and clicks on the Submit link

h) The System will confirm transactions processing and a display the payment confirmation details.

5. *If actor selects Mode of Payment as Internet Banking*

The System will prompt the actor to select the bank name whose internet banking facility do you wish to avail.

a) Select One bank internet banking option and click on the Submit link

b) The System will display the specified payment details for confirmation.

- If there are some **transaction charges** imposed by the payment gateway service provider, that amount will also be displayed here as added in the specified amount for deductions.

c) Once the actor confirms the payment details,

d) The System will navigate you to the selected Bank's online Personal Banking interface.

- The System prompts the actor to specify internet banking User id and Password.

e) The actor specifies User id and Password details and Clicks on the Submit link.

f) The System will display the actor's account details along with the specified payment charges to confirm the transaction details

g) The actor confirms the transaction details

h) The System will again display you the specified transaction details along with the **Service Charges** in INR (if any).

i) Once the actor confirms the details

j) The System will navigate the actor to the 3D secure transaction gateway for transaction Processing.

- Once the transaction processed successfully, the System will generate Receipt of Payment transaction.

6. **If Actor select the credit cards.**

i) The actor selects the credit Card service provider (Visa/ Master/ American Express), which he/she wants to use for payment and instruct to submit.

j) The System will display the specified payment details for confirmation.

    a. If there are some **transaction charges** imposed by the payment gateway service provider, that amount will also be displayed here as added in the specified amount for deductions.

k) Once the actor confirms the payment details,

l) The System will navigate you to the selected service provider payment gateway, whose credit card you have selected for payment.

    a. The Payment Gateway will prompt you to specify following the

	Credit Card Details like:
	- Card Number - Name on Card - Expiry Date - CVV2/CVC2 Number - Capcha shown on the screen b. After specifying all the details, System will prompt you to click on the Make Payment Link. m) Actor clicks on the Make Payment link n) The System will start processing transactions using 3D secure Authentication a. The System will prompt the actor to specify 3D Secure PIN (6 digits). o) The actor specifies 3D secure PIN and clicks on the Submit link The System will confirm transactions processing and a display the payment confirmation details. Use Case Ends.
Alternative Flow:	**1. Cancel** If Actor cancels the form then system will reach at home page.
Post Condition:	1. The amount will be deducted from your account and an SMS alert with the transactions reference number will be thrown to the actor's registered mobile number. 3. After successful transactions, the system will generate payment receipt details, shown to the actor on the screen. The actor could print the Payment Receipt.
Special Requirements:	Mandatory fields, validation done from client and server both end.
Technical Requirement	Secured Payment Gateway Services
Business Rule	1. User not to interrupt the process while processing transaction. 2. Minimum amount to be specified for transaction must be 1 Rs. 3. Only Master Card and Visa Debit Cards could be accepted.

	4. If amount has been deducted from the actor's account but successful transaction receipt has not been displayed, the deducted amount will be refunded back to the actor's account within 3 working days. 5. All transaction should be governed by RBI.
Exception	The actor refreshes or clicks on the back link or presses any key while transaction is being processed in 3D secure environment. The System responds with an error message on the page and the transaction will not be completed successfully.
Assumption	a. The actor is registered either on SAP and access the application/service through single sign on. b. Hardware like computer/laptop system and network connection is available to the actor. c. The actor is having a valid mobile number. d. Actor is having an internet banking access, debit card and credit card
Unresolved Issues:	

3.2.3.5 Auto Alert System

UC 3.2.3.8	Auto Alert System
Version:	00
Context:	This is a use case for alert system
Priority:	HIGH
Frequency:	As and when alert required.
Primary Actor:	System
Preconditions:	Message should comply with the alert system's interface/api
Basic Flow:	• Actor reads the message and the details shall contain; -time stamp -target mail id and mobile no -message • Stores the details in the table • Sends the message to target Use Case Ends.

	The Use Case Ends.
Alternative Flow:	
Post Condition:	1. 1. On success, Trigger mail / msg sent to the respective stakeholders as received from the use case. 2. 2. On failure, retries until success or drops the message and table is updated
Special Requirements:	Mandatory fields, validation done from client and server both end.
Technical Requirement	SMS Gateway
Business Requirement	1. Should try for 24 hrs before dropping the message or as per system admin policy 2. All acknowledgements could be auto-erased as per system admin policies
Unresolved Issues:	

3.2.3.6 Manual Alert System

UC 3.2.3.9	Manual Alert System
Version:	00
Context:	This is a use case for alert system which should be functioning when manual commands given
Priority:	HIGH
Frequency:	As and when alert required.
Primary Actor:	All System Users
Preconditions:	Actor is logged into SAP application role based over the web using UC 3.2.1.1.
Basic Flow:	• Actor selects SMS / Mail • Actor types the message and the details shall contain; - purpose -message -target (other system users / registered business users) • Clicks submit • Captures the details and displays confirmation dialogue

	• Stores the details in the table • Sends the message to target The Use Case Ends.
Alternative Flow:	
Post Condition:	1. 1. On success, Trigger mail / msg sent to the respective stakeholders as received from the use case. 2. 2. On failure, retries until success or drops the message and table is updated
Special Requirements:	Mandatory fields, validation done from client and server both end.
Business Requirement	1. Should try for 24 hrs before dropping the message or as per system admin policy 2. All acknowledgements could be auto-erased as per system admin policies 3. Based on role the system should allow / restrict sending SMS to other officers. 4. Only registered dealers/farmers/manufacturers list will be available to send SMS
Unresolved Issues:	

3.2.3.7 Printing System

UC 3.2.3.10	Printing System
Version:	00
Context:	This use case is used for printing.
Priority:	HIGH
Frequency:	Frequent
Primary Actor:	SAP Users
Preconditions:	Actor is logged into SAP application role based over the web using UC 3.2.1.1.
Basic Flow:	• Actor selects Printing option • System presents an printing option available in system • Actor instructs to give print.

	The Use Case Ends.
Alternative Flow:	1. System shows an error if printer is not attached with the system.
Post Condition:	
Special Requirements:	
Business Requirement	
Unresolved Issues:	

3.3 MIS Report Section

1. Stock & Price

- State wise, Manufacturer wise, Pesticide wise, Prices and Monthly Pesticide Production as per sample format in Annexure "Report Format-1"
- Prices of Chemical Pesticide and Bio-Pesticides "Report Format- V"
- State/District/block wise list of Manufacturers/Dealers who have reported the Stock (Period/ Product)
- State/District/block wise list of Manufacturer/Dealer who have not reported the Stock (Period/ Product)
- Pesticide wise ,state /district / Block Wise list of Dealers where the stock & price of pesticide

2. Pesticide Registration

- Monthly Report on Application Received details , Date of Application, Where Pending, Approval Date (RC Date), Date of issuance of certificate as per sample format in Annexure "Report Format-VIII"

3. License Application (Manufacturer/ Marketing/ Pest Control)

- State wise Statement showing the Number of Pesticide Sale Points as per sample format in Annexure "Report Format-III"
- State wise report on License Application (Manufacturer/ Marketing/ Pest Control)

     i. No of Application Accepted (Period/ License Issuing Authority)

     ii. No of Application Rejected (Period/ License Issuing Authority)

     iii. No of Application Under Process (Period/ License Issuing Authority)

4. Pesticide Quality Testing

- Number of Insecticide Inspectors Notified as per format in Annexure "Report Format-IV"

- Manufacturer wise pesticide samples collected during the month, Sample found misbranded, Laboratory Name, No of license suspended as per format in Annexure "Report Format-II"

- Half yearly Report on Pesticide Poisoning cases Survived people or deied as per format in Annexure "Report Format-VI"

- Monthly or Season wise Report on Seed Treatment as per format in Annexure "Report Format-VII"

- Laboratory wise Report on

  - No of Sample Received (Period Wise/ Lab Wise)

  - No of Test Completed (Period Wise/ Lab Wise)

  - No of Misbranded (Period Wise/ Lab Wise)

  - No of sample found as per Standard (Period Wise/ Lab Wise)

3.4 Performance Requirements

3.4.1 *SCALABILITY REQUIREMENTS*

Scalability refers to the how the proposed system will be scaled up with need and time. In the current scenario, there will be average 100,000 application users of the system at central, state and village level. At any point of time, no more than 25,000 simultaneous application users would be expected in the system. At any point of time, the software should support a peak load of 25000 concurrent users.

3.4.2 *RESPONSE TIME*

The response time should be as follows:

90% of the responses should be within 5 sec.

5-10 second: For user operation on data (for e.g. sorting of data in a column) or (5 to 50 records per page up to max of 100,000 records)

10-20 second: For user awaiting response from the system upon executing a transaction (for e.g. a query/update).

1 minute – Unacceptable response time.

The SMS alerts to reach the users mobile or handheld device in an acceptable time limit from the SMS gateway/applications. Ideally it is within 120 Seconds from information trigger, from central server to national jurisdiction.

3.5 Software System Attributes

3.5.1 *USABILITY*

The Screens should be designed for ease of use by non technical users who do not have any computer knowledge. The GUI design shall be intuitive and task-based without any superfluous design. The design should adopt the following principles:

- Use relative font size so that a user can easily change overall font size from the browser interface.
- Text equivalents should be given for all graphics.
- Application should function even if Java script, CSS and Frames are turned off.
- **Navigability** –The user should be able to perform operations without having to navigate through multiple pages/links – No operation should require more than 2 to 3 clicks.
- **Familiarity –** The system's interfaces and navigations should be based on other systems that the users are familiar with.
- **Administration –** The system should not require any administration tasks at the user level. Interfaces should be available for administration/setup operations.
- **Help -** The system should come equipped with Computer based tutorial in English and ten other languages for users to "self-solve" any navigability or operational doubts.
- **Standards Adherence –** The system should adhere to commonly accepted standards of web-design (such as acceptable size of web pages, minimal images, small style sheets etc)
- **Sever Maintenance Notification –** When any server maintenance operation is on progress, the prior meaningful notification will be provided to the window to inform the users.

3.5.2 *RELIABILITY*

It is expected that there shall not be any bug and the system shall be tested on end cases to offer user a quality and reliable package. The system should work consistently.

3.5.3 *AVAILABILITY*

This application shall be up and running and must be available 24x7 and any one should be able to connect to it from anywhere. It should trap all errors and prevent users from accessing unauthorized areas of the application. In case of application or a hardware failure, the system should re-initiate immediately. In case of a possible hardware failure or corruption of database the system administrator should immediately restore the backup.

3.5.4 *SECURITY*

The system should have protection against

- Unauthorized creation/modification of data - through user name and password authentication as defined for relevant user groups.

- Unauthorized viewing of data - through user name and password authentication as defined for relevant user groups.

- The software should adhere to security guidelines, standards and policies prescribed by NIC's Security Division and should be audited & certified for compliance to these standards by Security Division before it is hosted in Production Environment.

- The software should be protected against any unauthorized access to the software.

- System Administrator should moderate for the audio and video contents those are uploaded into the system to check any objectionable information is not uploaded.

3.5.5 *MAINTAINABILITY*

In order to ensure maintainability of the application, the following should be ensured :

- The application will be designed and developed using Open latest Tools and Technologies. Software Code must be modular and well documented

- All the artifacts related to the software such as code, design document, User Manual etc. should be well documented and self-explanatory for any programmer to understand. Detailed documentation shall be available at each stage for easy comprehensions of the application system.

- All documents shall be prepared as per the defined documentation standards.

3.5.6 *PORTABILITY*

The software will be hosted / installed in the environment as decided by NIC/DAC later on.

3.5.7 *LANGUAGE SUPPORT*

The system will support the entry and display of:

- Non-Latin scripts such as Hindi, Tamil and other Indian vernacular languages

- The application will store data using Unicode representation.

Nowadays there are many plug-in based applications are available in market, through which the phrase written in one language can be translated in different languages. By using this plug-ins, a portal that supports vernacular languages can be developed.

The database can develop in a base language for e.g. in English. This plug-in is then placed between the database and the application. The language of the data is first selected in the application and then data is entered through the form available in the application. This information of the language and the data reaches the plug-in first. The plug-in understands the language and then translates the data in to base (English) language and then stores the data in the database. Similarly, when the information is retrieved from the database, it reaches the plug-in first, meanwhile; the plug-in also has the information of the language in which the data in base (English) language needs to be translated into, from the form available in the application. The plug-in then translates this data in the language of the user's choice and displays the same on the form available in the application.

Examples of the above mentioned plug-ins are as below:

- An Application related to Land Use and Acquisition has been developed by NIC which makes use of the plug-in developed by C-DAC, Pune.

- Details of another such Plug-in software developed by C-DAC, Pune is available at the mentioned link: http://pune.cdac.in/html/aai/mantra.aspx

- A software by the name of "MANTRA – Rajbhasha" has been developed by C-DAC, Pune. The details of the same are available at the below mentioned link :
http://pune.cdac.in/html/aai/mantra_rajbhasha_en.aspx

3.5.8 *INTEROPERABILITY*

The software will interoperate with other software applications which are being developed under National e-Governance Program, Mission Mode Project, in particular Central Agriculture Portal and State Agriculture Portal. The following are the likely points of information exchange/reconciliation:

➢ State Codes/Names

3.6 Logical Database Requirements

3.6.1 *DATA REQUIREMENT*

3.6.1.1 Master Tables

a. At SAP

- Licensing Issuing Authority
- Validity of Certificate
- Type of Certificate (RC, LC, QC&A)
- Local Body Code
- Designation
- Fee Criteria
- Home Page Information
- Product Directory in Local Language
- Lab Test Name
- Certified Parameters for quality testing
- Welfare Schemes & implementation guidelines
- Pest Category

b. At CAP

- Type of inputs
- Type of Dealer
- Type of Applicant (Dealer/ farmer)
- State
- District
- Block
- Purpose of Lab Testing samples (export/ issuing license/ registration etc)
- Purpose of Issuing Certificate
- List of registered, banned, restricted pesticide for use (This is for CAP)
    a. Pesticide banned for manufacture, import and use
    b. Pesticide Formulations banned for use but their manufacture is allowed for export
    c. Pesticide formulation banned for import, manufacture and use
    d. Pesticide Withdrawn
- List of Pesticide refused registration
- List of Pesticide restricted for Use In India

- List of designated inspectors for quality control
- List of Pathogens/ Pests/ Disease/ Nematode/ Weed/ Disorder

3.6.1.2 User Creation Form

Definition

Application form for user creation

Data

The system shall provide the following data elements

Data Element	Description	O / M 1	1 / N	Remarks
User ID	Alphanumeric	M	1	User ID shall be unique
Password	Alphanumeric	M	1	Combination of Letters A-Z, a-z, 0-9, and special character.
Name	Text	M	1	
Address	Text	M	1	
Residential Address	Text	M	1	
Designation	Text	M	1	
Contact	Number	M	1	
Departmental Email ID	Text	M	1	
Alternate Email ID	Text	O	1	
Date of Birth	Date	O	1	

---

[1] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Category	Text	M	1	Departmental/ External
Department Name	Text	M	1	If Category is Departmental
State	Text	M	1	
District	Text	M	1	

3.6.1.3 User Management Form

Definition

Application form for user Management

Data

The system shall provide the following data elements

Data Element	Description	O / M 2	1 / N	Remarks
User ID	Alphanumeric	M	1	For Departmental User Only
Role ID	Alphanumeric	M	1	List of Roles.
Level's of User Role	Text	M	1	State/ Range/ District Level
Range/ District Name	Text	M	1	Default is State, Mention the related Range/ District Name

3.6.1.4 ADD Pesticide Product Form

Definition

Application form for ADD Pesticide Product

---

2 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Data

The system shall provide the following data elements

Data Element	Description	O / M 3	1 / N	Remarks
Pesticide Name (Technical)	Text	M	1	
Group Name (Insecticide Schedule Name)	Text	M	1	
Product Category (TI/ FI/ TIM/ FIM/ BIO)	Text	M	1	
Type (Insecticide/ Herbicide)	Text	M	1	
Sub Type (Contact/ House Hold)	Text	M	1	

---

[3] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

3.6.1.5 FORM III

Definition

Application for grant of license of Manufacture of Pesticide

Data

The system shall provide for the following data elements

Data Element	Description	O / M 4	1 / N	Remarks
Licensing Authority Details		M	1	Designation to which Application has been submitted
Licensing Authority Office Address		M	1	
State				
Name of applicant	Text	M	1	
Address of applicant	Text	M	1	
Status of the Applicant	Text	M	1	Director/Propriety/Participatory
Name of Concern	Text	M	1	
Address of the Company	Text	M	1	Office Address

---

[4] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Address of Premises for manufacturing	Text	M	1	Manufacturing Unit Address (This is the address on which license is issued)
Name of the insecticides	Text	M	N	
Registration No of insecticides	Date	M	N	
Registration date of insecticides	Date	M	N	
Whether any registration is provisional	Text	M	N	
Name of Experts	Text	M	N	Number of Staffs can be more then one.
Qualification of experts	Text	M	N	Number of Staffs can be more then one.
Experience	Text	M	N	Number of Staffs can be more then one.
Details facilities	Text	M	N	Separate Annexure with Details
Particular of fees	Text	M	1	

3.6.1.6 FROM V

Definition

Format for issuing license to Manufacturer of Pesticide

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 5	1/ N	Remarks
License Number	Alphanumeric	M	1	
Date of Issue	Date	M	1	
Name of Concern	Text	M	1	
Address of Premises for Manufacturing	Text	M	1	Address of Manufacturing Unit
Name of Expert Staff	Text	M	N	
Pesticide Name	Text	M	N	
License Period	Alphanumeric	M	1	
Licensing Authority	Text	M	1	

---

5 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

3.6.1.7 FROM IV

Definition

Application for renewal of license to Manufacturer of Pesticide

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 6	1/ N	Remarks
Name of applicant	Text	M	1	
Old License No.	Alphanumeric	M	1	
License Date	Date	M	1	
Address of Premises for Manufacturing	Text	M	1	

---

[6] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

3.6.1.8 FROM VI

Definition

Application for Issuance of license for Marketing of Pesticide

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 7	1/ N	Remarks
License Issuing Authority	Text	M	1	Designation
State	Text	M	1	Actor select when application is for State Level.
Division	Text	M	1	Actor select when application is for Divisional Level.
District	Text	M	1	Actor select when application is for District Level.

---

7 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Purpose	Text	M	1	Wholesale/ Retail/ Stock / Exhibit / Pest Control
Full Applicant Name	Text	M	1	
Applicant Address	Text	M	1	
Name of Concern	Text	M	1	Dealer Company Name
Is Applicant a New Comer	Text	M	1	Mention as Yes / No
If Yes, Name of Principals, if any, whom he represent	Text	M	1	
Address of Premises for Storage	Text	M	1	Where insecticide will be stored.
Address of Premises for Sale	Text	M	1	Where insecticide will be sold.
Name of Pesticides	Text	M	N	In which the business will carry on.
Full Particulars of Already Issued License	Text	M	1	Issued From State Govt.
License Fee	Currency	M	1	
Treasury	Alphanumeric	M	1	

Challan No.				
Sub Treasury	Alphanumeric	M	1	
Remark	Text	O	1	

3.6.1.9 FROM VIII

Definition

Format of License Issued for Marketing of Pesticide

Data

The system shall provide for the following data elements.

Data Element	Description	O/M 8	1/N	Remarks
Name of Company	Text	M	1	
Applicant Address	Text	M	1	
Name of Pesticide	Text	M	N	Licensed issued for Pesticide
Address of Premises for sale	Text	M	1	
License Period	Date	M	1	
License Number	Alphanumeric	M	1	
License Issuance Date	Date	M	1	

---

[8] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

3.6.1.10 FROM VII

Definition

Application form for Renewal of the License for Marketing of Pesticide

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 9	1/ N	Remarks
Name of State	Text	M	1	
Company Name	Text	M	1	
Address	Text	M	1	
Old License No.	Alphanumeric	M	N	
Issued Date	Date	M	1	
Address of Premises for Storage	Text	M	N	
Address of Premises for sale	Text	M	N	Where pesticide to be sold.

---

9 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

3.6.1.11 FROM for Physical Verification

Definition

Format of Physical Verification Report on site.

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 10	1/ N	Remarks
Applicant Name	Text	M	1	
Applicant Address	Text	M	1	
License Issued For	Text	M	1	Home Pesticide/ Normal Pesticide
Address of Premises	Text	M	1	
Is Form VI included	Text	M	1	"Yes/ No"
Name of Authority	Text	M	1	Mention the officer name license applied to.
Principal	Alphanumeric	M	1	

---

10 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Certificate No.				
Formula	Alphanumeric	M	1	Mention on Principal Certificate
Challan No.	Number	M	1	
Challan Date	Date	M	1	
Fees	Currency	M	1	
Details of Store	Text	M	N	
Details of Selling Center	Text	M	N	
Is selling of Pesticide with the Food of human / animal	Text	M	1	"Yes/ No"
Is there provision to keep the pesticide on upper rake	Text	M	1	"Yes/ No"
Is Pesticide Packed Again	Text	M	1	"Yes/ No"
License holder has knowledge of Pesticide	Text	M	1	"Yes/ No"
Medical Facility Available	Text	M	1	"Yes/ No"
No of Selling Centers	Number	M	1	
Place of Selling	Text	M	N	

Centers				
No of Stores	Number	M	1	
Address of Stores	Text	M	N	
Is Store with Home	Text	M	1	"Yes/ No"
Is Store Air ventilated	Text	M	1	"Yes/ No"
Is Accounts Book, Cash Receipt Available	Text	M	1	"Yes/ No"
Is all documents Checked regularly	Text	M	1	"Yes/ No"
Remarks from Physical verification Officer	Text	M	1	

3.6.1.12 FROM VI - A

Definition

Application Form is used for the grant of License for Restricted Insecticides.

Data

The system shall provide for the following data elements.

Data Element	Description	O/M[11]	1/N	Remarks
Licensing Authority	Text			Designation
Licensing Authority Address -State	Text			
Applicant Name	Text	M	1	
Applicant Address	Text	M	1	

[11] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Registered Office	Text	M	1	
Zonal Office	Text	M	1	
Premises Address	Text	M	1	
Is the applicant already in business or newcomer	Text	M	1	
Qualification of Responsible Technician	Text	M	1	
Educational Qualification	Text	M	1	
Training in Pest Control	Text	M	1	
Experience in using Restricted Insecticide	Text	M	1	
If is in trade, give full detail	Text	M	1	Name of insecticide, Period, Place
Quantity of Each restricted Pesticide	Text	M	1	As on Date of Application
Details of Engaged Person	Text	M	1	
Details of Safety	Text	M	1	Along with Antidotes and

Application				other facilities
Situation of Branch Office	Text	M	1	
Situation of Depots	Text	M	1	
Name of Restricted insecticides	Text	M	N	Which applicant describe to use
Category Applied for	Text	M	1	
Particulars of Fees Deposited	Text	M	1	
Whether Technical Expert	Text	M	1	

3.6.1.13 FROM VI - B

Definition

Application Form is used for the renewal of License for Restricted Insecticides.

Data

The system shall provide for the following data elements.

Data Element	Description	O/M 12	1/N	Remarks

---

12 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Applicant Name	Text	M	1	
Style	Text	M	1	
Previous License No.	Alphanumeric	M	1	
Date of License Issued	Date	M	1	
State of Change	Text	M	1	If Any
Category of Operation	Text	M	1	
Expert Staff	Text	M	1	
Restricted Insecticide Used	Text	M	1	
Premises of Stocking	Text	M	1	
Address including Branch Office	Text	M	1	
Whether Any Branch/ Unit has been opened after grant of License	Text	M	N	
Any Other Change	Text	M	N	
Particulars of Fee Deposited	Currency	M	1	
Give Latest details of	Text	M	1	

person engaged				

3.6.1.14 FROM of Sample Collection

Definition

Application Form is used for the sample collection

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 13	1/ N	Remarks
Sample ID	Number	M	1	Auto Generated
Date of Receipt of Sample	Date	M	1	
Date of Submitting Sample	Date	M	1	
Name of Inspector	Text	M	1	
Designation of Inspector	Text	M	1	
Designation of	Text	M	1	

---

13 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Forwarding Officer					
State	Text		M	1	
District	Text		M	1	
Subdivision	Text		M	1	
Block	Text		M	1	
Address Of Inspector	Text		M	1	
Code No. given by Inspector	Text		M	1	
Address of Forwarding Officer	Text		M	1	
Forwarding Officer's Memo No.	Number		M	1	
Forwarding Officer's Memo Date	Number		M	1	
Mobile No. of Inspector	Number		M	1	
Email ID of Inspector	Text		M	1	
Brand Name of the Collected Sample	Text		M	1	
Quantity of the Collected Sample	Text		M	1	
Name &	Text		M	1	

Address of the manufacturer					
Email ID	Text		M	1	
Mobile Number	Number		M	1	
Date on which sample collected	Date		M	1	
Date of manufacturer	Text		M	1	
Date of expiry	Date		M	1	
Batch No.	Number		M	1	
Name of the active ingredient as mentioned on the label of the collected sample	Text		M	1	
Percentage of the active ingredient as mentioned in the label of the collected sample	Text		M	1	
Dealer's name and address from whose firm sample collected	Text		M	1	

3.6.1.15 Pestcide Registration

Definition

Format used for sharing the Pesticide Registration data

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 14	1/ N	Remarks
Registration Number	Number	M	1	
Name of the Registrant	Text	M	1	
Name of Insecticide	Text	M	1	
Date of Registration	Date	M	1	
State	Text	M	1	
Validity, If applicable	Text	O	1	
Purpose of Registration (Manufacture/ Export/ Import)	Text	M	1	

---

14 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Types of Registration (Technical/ Formulation)	Text	M	1	
Category of Registration (9(3), (3b),9(4))	Alphanumeric	M	1	
Date of endorsement	Date	M	1	
Date of Cancellation	Date	M	1	

3.6.1.16 IPM Package of Practice

Definition

Application Form is used for the IPM Package of Practice.

Data

The system shall provide for the following data elements.

Data Element	Description	O/ M 15	1/ N	Remarks
Crop Name	Text	M	1	
Insect Pest of National Significance	Text	M	1	

---

15 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued.

Insect	Text	M	1	
Disease	Text	M	1	
Disorder	Text	M	1	
Weed	Text	M	1	
Rodent	Text	M	1	
Bird	Text	M	1	
Nematode	Text	M	1	
Insect Pest of Regional Significance	Text	M	1	
Insect	Text	M	1	
Disease	Text	M	1	
Disorder	Text	M	1	
Weed	Text	M	1	
Rodent	Text	M	1	
Bird	Text	M	1	
Nematode	Text	M	1	
Scientific Name	Text	M	1	
Local Name	Text	M	1	
Insect Description	Text	M	1	
Symptom	Text	M	1	
Photo	Text	M	1	
Time & ETL	Text	M	1	
Culture Management	Text	M	1	
Chemical Control	Text	M	1	
Pesticide Name	Text	M	1	

Toxicity	Text	M	1	
Direction of Use	Text	M	1	
Precaution	Text	M	1	
Antidote	Text	M	1	
Recommended Use	Text	M	1	
Doses per Hec. Area	*Text*	*M*	*1*	
Time of Apply	*Text*	*M*	*1*	
Waiting Period	*Text*	*M*	*1*	
Bio Control	Text	M	1	
Mechanical Control	Text	M	1	

3.6.1.17 Company Registration Data for Stock Update

Definition

Application Form is used for the registration of Company for Stock update.

Data

The system shall provide for the following data elements.

Data Element	Description	O/M 16	1/N	Remarks
State	Alphanumeric	M	1	

---

[16] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued, Address Field should contain Address 1, State, District, Pin C ode

Company Name	Text	M	1	
Contact Person	Text	M	1	
Email ID	Alphanumeric	M	1	
Mobile Number	Number	M	1	
Address	Text	M	1	
License No.	Alphanumeric	M	1	
Validity	Alphanumeric	M	1	
License Issue date	Date	M	1	
Insecticide Name	Name	M	1	

3.6.1.18 Dealer Database

Definition

Application Form is used for the dealer database.

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 17	1/ N	Remarks
License Issuing	Text			Disignation

---

17 Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued, Address Field should contain Address 1, State, District, Pin C ode

Authority					
State Code	Number		M	1	
Division Code	Number		M	1	
District Code	Number		M	1	
Type (Wholesaler/ Retailer)	Text		M	1	
Name of Concern	Text		M	1	
Category	Text		M	1	State Agri. Dept./ cooperatives /Agros / Other Inst /Private Traders - distributers/ Private Traders -Dealers
Address of Premises of Sale	Text		M	1	
License Number	Number		M	1	
License date	Date		M	1	
Validity	Text		M	1	
Insecticide Name	Text		M	N	
Source Name					Manufacturer Name
Form 'O' Detais	DATE				Letter Date

Form 'O' Detais	Letter Number			Letter Number "Sacaned laletter should be attached"

3.6.1.19 Stock and Price

Definition

Application Form is used for the Stock and Price.

Data

The system shall provide for the following data elements.

Data Element	Description	O/M 18	1/N	Remarks
Dealer Name	Text	M	1	
Date of Reporting Stock	Dare	M	1	
Product Name	Text	M	N	Brand Name of Pesticide.
Opening Stock	Number	M	1	
Receipt Stock	Number	M	1	
Sold Stock	Number	M	1	

---

[18] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued, Address Field should contain Address 1, State, District, Pin C ode

Closing Balance	Number	M	1	
Price	Currency	M	1	

3.6.1.20 Notified Pesticide Inspector

Definition

Application Form is used for the Pesticide Inspector.

Data

The system shall provide for the following data elements.

Data Element	Description	O / M 19	1/ N	Remarks
PI Code	Alphanumeric	M	1	
Status	Text	M	1	Active/ Deactive
PI Name	Text	M	1	
PI Address	Text	M	1	
State	Text	M	1	
Division	Text	O	1	
Sub Division	Text	O	1	
District	Text	M	1	
Block	Text	O	1	
Panchayat	Text	O	1	
Pin Code	Number	M	1	
Mobile No.	Number	M	1	
Email ID	Text	M	1	

---

[19] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued, Address Field should contain Address 1, State, District, Pin C ode

Level	Text	M	1	State/ Division / Sub Division/ District/ Block/ Pachayat
Qualification	Text	M	1	

3.6.1.21 Pesticide Testing Lab

Definition

Application Form is used for the Pesticide Testing Lab

Data

The system shall provide for the following data elements.

Data Element	Description	O/ M 20	1/ N	Remarks
Type of Lab	Alphanumeric	M	1	CIL/ RPTL/ STPL/ Others
Lab Address	Text	M	1	
Capacity	Text	M	1	Per annum
Testing Facility	Text	M	N	
Man Power	Text	M	N	

3.6.2 *OTHER REQUIREMENTS*

This section lists the other non-functional requirement related to installation/un-installation /upgrades of IDSQP application. A non-technical person shall be able to setup and run the IDSQP application.

---

[20] Note: O = Optional, M = Mandatory, 1 = Single Value, N = Multi-Valued, Address Field should contain Address 1, State, District, Pin C ode

3.6.3 *BACKUP*

An automated and scheduled data backup mechanism shall be provided which will write a backup of the data to one of the system's disks. From there, the backup date can be manually written to CD or tape if required.

The data backup should cover data held in a database and any data held outside of the database such as files uploaded through the software.

3.6.4 *RECOVERY*

A simple manual data recovery procedure will be provided to recover the data from a data backup when required by the system administrator. The data backup will be used to recover the data in the event of a disk corruption or database corruption.

3.6.5 *DATA RETENTION*

The latest data on the Server will be kept for the seasons of the two calendar years. The data for more than five years is to be backed up on to a CD and remove from the Server.

3.6.5.1 Customer/User Training

It is proposed that NIC will conduct a training program for 5 days at NIC, HQ to fully train selected IDSQP Administrator on the installation, use, backup, recovery, plan creation/updating and problem diagnosis. These Administrators will become "IDSQSFP Master Trainers (also known as Trainers of Trainers) who will then train IDSQSFP users in the use of the software. (Consultation with NIC require on this point)

3.6.5.2 Audit Trail

The Software shall offer a comprehensive report on the user actions (changes made with time stamp) through audit trail and will be maintained in log server in identified government domain.

3.6.6 *STATE WISE LICENSE ISSUANCE LEVEL*

Sr No	License	State	License Issuance on Levels		
			State	Range	District
	License for Manufacture of Pesticide		Applicable	-	-

1	License for Marketing of Pesticide	Assam	Applicable (District -> State)	-	Applicable
	License for Pest Control of Pesticide		Applicable (District -> State)	-	Applicable
	License for Manufacture of Pesticide		Applicable	-	-
2	License for Marketing of Pesticide	Jharkhand	Applicable	Applicable	Applicable
	License for Pest Control of Pesticide		Applicable	Applicable	Applicable
	License for Manufacture of Pesticide		Applicable	-	-
3	License for Marketing of Pesticide	Karnatka	Permission	-	Applicable
	License for Pest Control of Pesticide		Permission	-	Applicable
	License for Manufacture of Pesticide		Applicable	-	-
4	License for Marketing of Pesticide	Kerala	Permission	-	Applicable
	License for Pest Control of Pesticide		Permission	-	Applicable
	License for Manufacture		Applicable	-	-

	of Pesticide				
5	License for Marketing of Pesticide	Madhya Pradesh	Permission	-	Applicable
	License for Pest Control of Pesticide		Permission	-	Applicable
	License for Manufacture of Pesticide		Applicable	-	-
6	License for Marketing of Pesticide	Maharashtra	Applicable	Applicable	Applicable
	License for Pest Control of Pesticide		Applicable	Applicable	Applicable
	License for Manufacture of Pesticide		Applicable	-	-
7	License for Marketing of Pesticide	Himachal Pradesh	-	-	Applicable
	License for Pest Control of Pesticide		-	-	Applicable

3.7 Annexure

3.7.1 *FORM III*

FORM III

APPLICATION FOR THE GRANT OF LICENCE TO MANUFACTURE INSECTICIDES

[Rule 9]

1. Name, address and status of the applicant

   _____

2. Address of the premises where the manufacturing activity will be done

   _____

3. Name of the insecticide with their registration number and date for which manufacturing license is applied for (enclose copies of certificate of registration duly signed by the applicant).

   Name of insecticide / Registration No./ Date

   1_____

   2_____

   3_____

4. Whether any registration is provisional, if so, give particulars

   _____

5. Details of full time expert staff connected with the manufacture and testing of the insecticides in the above unit:_____

   Name / Qualification / Experience

   1_____

   2_____

   3_____

6. Whether all the facilities required under Chapter VIII of the rules have been provided. Give full details in a separate sheet._____

7. Particulars of the fee deposited:_____

Signature of the applicant_____

VERIFICATION

I _____S/o_____do hereby solemnly verify that to the best of my knowledge and belief the information given in the application and the annexure and statements accompanying it, is correct and complete.

I further declare that I am making this application in my capacity as_____and that I am competent to make this application and verify it by virtue of _____ a photo/ attested copy of which is enclosed here with.

Date:_____
Place:_____

Signature with seal._____

3.7.2 *FORM IV*

FORM IV

APPLICATION FOR RENEWAL OF LICENSE

TO MANUFACTURE INSECTICIDES

[Rule 9(1)]

1. I/We _____of _____hereby apply for the renewal

    of the license to manufacture insecticide on the premises situated at

    _____ (license No. and date to be given).

2. The other details *regarding the manufacture of the insecticide continue to remain the same.

3. Particulars of the fee deposited _____

4. The license is enclosed herewith.

    Date_____   Signature_____

    VERIFICATION

    I_____S/o _____ do hereby solemnly verify

    that what is stated above is true and correct to the best of my knowledge and belief.

    I further declare that I am making this application in my capacity as _____

    (designation) and that I am competent to make this application and verify it, by virtue of

    _____ a photo/ attested copy of which is enclosed.

    Date:_____

    Place:_____   Signature with seal_____

    *if there is any change in the details in manufacture or conditions of license subject to which

    the license is required to be renewed, the same may be indicated here.

3.7.3 *FORM V*

FORM V

[See Rule 9(2)]

LICENSE TO MANUFACTURE INSECTICIDES

1. Number of license and date of issue _____

2. _____of _____is hereby granted a license to manufacture the following insecticides on the premises situated at _____under the direction and supervision of the following expert staff.

  a. Expert staff (names)_____

  b. Name of insecticide _____

3. The license authorizes the sale by way of wholesale dealing by the license and storage for sale by the license of insecticide manufactured under the license (Provided such sales are made from or storage is done in the factory premises)

4. The license shall be in force for a period of _____years from the date of issue.

5. The license is subject to the conditions stated below and to such conditions as may be specified in the rules for the time being in force under the insecticide Act, 1968.

Date: _____   Signature_____

Designation_____

Seal of the licensing officer_____

CONDITIONS

1. This license and any certificate of renewal shall be kept on the approved premises and shall be produced for inspection at the request of an Insecticides Inspector appointed under the Insecticides Act, 1968, or any other officer or authority authorised by the licensing officer.

2. Any change in the expert staff named in the license shall forthwith be reported to the licensing officer.

3. If the licensee wants to undertake during the currency of the license to manufacture or sale of additional insecticides, he should apply to the licensing officer for the necessary endorsement in the license on payment of fee of rupees _____ for every category of insecticides.

   An application for the renewal of a license shall be made as laid down in rule 11

4. The licensee shall comply with the provisions of the Insecticides Act, 1968, and the rules made there-under for the time being in force.

5. The licensee shall obtain ISI Mark Certificate from Bureau of Indian Standard within three months of the commencement of the manufacture.

6. No Insecticides shall be sold or distributed without ISI Mark Certification.

3.7.4 *FORM VI*

FORM VII

[Rule 10(1)]

APPLICATION FOR RENEWAL OF THE LICENSE TO SELL, STOCK OR
EXHIBIT FOR SALE OR DISTRIBUTE INSECTICIDES

To

The License Authority

State of_____

I/we hereby apply for renewal of the license to sell stock or exhibit for sale or distribute insecticides under the name and style of _____. The license desired to be renewed was granted by the licensing authority for state of _____ and allotted license No._____ on the _____day of _____ 20   .

The situation of the applicant's premises where the insecticides are / will be-
(a) stored and (b) sold

(i) I/we hereby declare that the situation of my /our premises where the insecticides are stored, and (b) sold, as stated below;

(a)_____ (b) _____

premises where insecticides are stored / Premises where insecticides are sold.

 (ii) the insecticides in which I/we am/are carrying on business and the name of the principals whom I / we represent are as stated below :

Full name and address of the applicant in block letters

_____

Date:_____

Place:_____   Signature of applicant(s)_____

3.7.5 *Form VI*

FORM-VI

[See Rule 10(1)]

APPLICATION FOR THE GRANT OF LICENCE TO SELL, STOCK OR EXHIBIT FOR SALE OR DISTRIBUTE INSECTICIDES

To

The Licensing authority,

State of _____

1. Full name and address of the applicant._____

_____.

2. Is the applicant a newcomer (Say "Yes" or " No")_____

3. If yes, the name of the principals, if any, whom he represent _____

4. [****]

5. I enclose a certificate from the principals whom I represent or whom I intend to represent and the source/ sources from which insecticides will be obtained.

6. [****]

7. Situation of the dealer's premises where the insecticide will be (a) stored; and
    (b) sold

8. The names of the insecticides in which the applicant desires to carry on business.

9. Full particulars of license issued in his name by other state government, if any, in their area.

10. I have deposited the license fee._____

Treasury Challan No._____

Sub-Treasury_____

11. Declaration:

a. I/we declare that the information given above is true of my /our knowledge and belief, and no part thereof is false.

b. I/we carefully have read the terms and condition of the license and agree to abide by them.

Name and address of the applicant(s) in block letters

_____

_____

Date: _____

Place: _____   Signature of the applicant._____

Remarks by the Licensing Authority

3.7.6 *Form VI – A*

FORM VI-A

[Rule 10(3A)]

APPLICATION FOR THE GRANT OF LICENSE TO STOCK AND USE
RESTRICTED INSECTICIDE(S) FOR COMMERCIAL PEST CONTROL
OPERATION(S)

To

The licensing authority,

_____

1. Full name of the applicant (block letters)_____

Address: _____

1. registered office_____

zonal office_____

2. premises for which applications is made_____

is the applicant already in business or newcomer_____

3. qualification of responsible technical person._____

educational qualification_____

1. training in pest control operations
2. experience in using restricted insecticide (s) (Attach proof in respect of
    claims)_____

5. if in the trade, give full particulars of the names of restricted insecticide(s) handled and categories of operation undertaken, the periods and the place(s) at which the trade was carried on._____

6. Quantity(s) of each restricted insecticide in possession on the date of application (give details of places where it is stored)_____

7. Details of person engaged or proposed to be engaged (attach separate sheet, duly authenticated)_____

8. Details of safety application available to along with antidotes and all other facilities required under chapter will be stored for use._____

9. Situation of the branch office and depots where the restricted insecticide(s) will be stored for use._____

10. Name(s) of restricted insecticide(s) which the applicant describe to use._____

Category(s) applied for._____

11. Particulars of the fee(s) deposited._____

12. Whether technical expertise _____

3.7.7 *Form VI – B*

FORM VI-B

[Rule 10(3 A)]

APPLCATION FOR RENEWAL OF LICENSE TO STOCK AND USE OF RESTRICTED INSECTICIDES FOR COMERCIAL PEST CONTROL OPERATION(S)

To

The licensing authority,

State _____

I/we hereby apply for renewal of the license to stock and use of restricted insecticide for categories, 1, 2 and 3, under the name and style of _____. The license desired to be renewal was granted by the licensing authority and allotted license No._____ on the day of_____2000_____.

2. state of change if any, in:

   a. category of operation

   b. expert staff

   c. restricted insecticides used

   d. premises of stocking

   e. address including of branch offices

   f. whether any new branch/ unit has been opened after grant or renewal of license.

   g. any other change.

   3. particulars of fee deposited

3. give latest details of person engaged (attach separate sheet duly authenticated)

signature of the Applicant_____

Verification

I _____ s/of _____do hereby solemnly verify that to the best of my knowledge and belief the information given in the application and the annexure and statements accompanying it, is correct and complete.

I further declare that I am making this application in my capacity as (designation) and that I am competent to make this application and verify it by virtue of a photo/ attested copy of which has already been submitted.

Date._____

Place._____   Signature with seal_____

3.7.8 *Form VII*

FORM VII

[Rule 10(1)]

APPLICATION FOR RENEWAL OF THE LICENSE TO SELL, STOCK OR EXHIBIT FOR SALE OR DISTRIBUTE INSECTICIDES

To

The License Authority

State of_____

I/we hereby apply for renewal of the license to sell stock or exhibit for sale or distribute insecticides under the name and style of _____. The license desired to be renewed was granted by the licensing authority for state of _____ and allotted license No._____ on the _____day of _____20   .

The situation of the applicant's premises where the insecticides are / will be-
(a) stored and (b) sold

(i) I/we hereby declare that the situation of my /our premises where the insecticides are stored, and (b) sold, as stated below;

(a)_____ (b) _____

premises where insecticides are stored / Premises where insecticides are sold.

(ii) the insecticides in which I/we am/are carrying on business and the name of the principals whom I / we represent are as stated below :

Full name and address of the applicant in block letters

_____

Date: _____

Place: _____   Signature of applicant(s) _____

3.7.9 *Form VIII*

FORM VIII

LICENSE TO SELL, STOCK OR EXHIBIT FOR SALE OR

DISTRIBUTION OF INSECTICIDES

[Rule 10(4)]

1. _____ is hereby licensed to sell stock or exhibit for sale or distribute by retail, insecticide _____ on the premises situated at _____ subject to the condition specified below and to the provisions of the Insecticides Act, 1968, and the rules there-under.

2. License shall be in force from _____to _____

License No._____

                                        Licensing Authority Seal

Date: _____

Conditions:

1. The license shall be displayed in a prominent place in a part of the premises open to the public.
2. The license shall comply with provisions of the Insecticides Act, 1968, and the rules made there under for the time being in force.
3. No insecticides shall be sold or distributed except in packages which are or may be approved by the Indian Standards Institutions from time to time.
4. If the licensee wants to sell, stock or exhibit for sale or distribute any additional insecticide during the currency of the license he may be apply to the Licensing Officer for issuance of separate licenses for each insecticide on payment of the prescribed fee.

3.7.10 *Report Format –I*

State…………………………….

Month   Year

Name of Pesticide	Manufacturer Name	Registration No & Date	Manufacturing Licence & Date of Validity	Trade Name of product	Capacity for Production	Quantity Manufactured during the year(up to month)	Price Per Kg/Liter

3.7.11 *Report Format –II*

Quality of Pesticides

Name of Manufacturer	Name of Pesticides and Trade Name	Sample Collected		Sample found misbranded		Name of laboratory	Suspension of licence				Prosecution launched (date)	Decision of court (date)
		During Month	Cumulative during year	During month	Cumulative during year		During Month	Cumulative during year	During Month	Cumulative during year		

3.7.12 *Report Format –III*

STATEMENT SHOWING THE NUMBER OF SALE POINTS OF PESTICIDES during the

month

S. No	State/UTs	Distribution /Sale Points					
		State Deptt. Of Agri.	Cooperatives Agros	Other Institutions	Private Traders		Total
					Distributors	Dealers	

3.7.13 *Report Format –IV*

NUMBER OF INSECTICIDE INSPECTORS IN THE STATES

State ………………………..

Month ……………….. Year ………………………

S. No	Name of the State	No. of Insecticide Inspectors Notified

3.7.14 *Report Format – V*

PRICE OF CHEMICAL PESTICIDES AND BIOPESTICIDES

S. N o	Name of the Chemical /bio-pesticides	Grou p	Price 2011-12 (in Rs./litre or Rs./Kg during month		Average Price of Pesticides during the year
			LT R	K G	

3.7.15 *Report Format – VI*

PESTICIDES POISONING REPORT (HALF YEARLY RETURN)

Total No. of pesticide poisoning cases (person)

State

Survived………………

Died……………………..

(Period………………………….

S. No	State	Suicidal	Homicidal	Accidental	Occupational	Details of qualified functionaries notified for pesticide poisoning	Safety measures
1.	2.	3.	4.	5.	6.	7.	8.
1.	Poisoning cases **Survived** a) No of persons b) Culprit pesticides c) Name of Mfr. & Batch No.						
2.	Poisoning cases **Died** a) No of person b) Culprit pesticides c) Name of Mfr. & Batch No. d) Whether postmortem done. report thereof						

3.7.16 *Report Format –VII*

DEPARTMENT OF AGRICULTURE, _____(NAME OF STATE)

SEED TREATMENT KHARIF / RABI: -   Month…………………………

Year……………………..

Sl. No.	State	Crop	Area (in lakh Hect.)	Qty. of seed treated by Deptt. of Agriculture (In Qt.)		Qty. of seed treated by different agencies (In Qt.)		Qty. of seed treated at farmer level (In Qt.)		Total Qty of seed treated (In Qt)	
				Target	Achievement	Target	Achievement	Target	Achievement	Target	Achievement

3.7.17 *Report Format –VIII*

<u>Registration of Pesticides</u>

Month…………………. Year …………………………

Sl. No	Category of Registration	Name of Pesticides	Name of Applicant	Date of Application	Where Pending (and date)	Approval date (RC date)	Date of Issuance of Certificate of Registration / Permit

3.7.18 *Report Format –IX*

Pest situation

State

Week…………… Month………….. Year………………

Sl. No.	Crop	Disease/ Pest	State	Intensity	Recommended Treatment

* The above report is already computerized in http://pdmis.dacnet.nic.in