



**Course Report on**

**International Programme on**

**“Agri Export Procedures and Documentation for Cooperatives”**

**At VAMNICOM, Pune**

**(8<sup>th</sup> – 11<sup>th</sup> January, 2024)**

**(CICTAB-MOC-VAMNICOM)**

**Centre for International Cooperation and Training  
in Agricultural Banking**

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## **Background**

Fueled by population growth, rising incomes, and liberalized trade rules, today's international marketplace offers great opportunity for firms willing to think and act globally. Properly structured information on export documentation can enhance the market position of the cooperatives and the marketability of members' products. Cooperatives must recognize that globally focused strategies and business structures are essential to the interests of member-growers. A successful organization take an outside-inside view of their business and plan for acquiring knowledge on international marketing and learn export related procedures to enter into an expanding new market and avail the new business opportunities.

## **About CICTAB**

Centre for International Cooperation and Training in Agricultural Banking (CICTAB) was set up as a special initiative of FAO of United Nations and Ministry of Agriculture, Government of India way back in 1983. Currently, CICTAB has 39 Member institutions in SAARC region countries including India, Bangladesh, Nepal, Sri Lanka, Bhutan and Maldives. The centre is dedicated for the training in agricultural banking and other related areas in these member institutions. CICTAB through its member institutions promotes International cooperation in the establishment and expansion of facilities for training in agricultural banking & Facilitates exchange of experience and information on harnessing of National systems of finance and banking for agricultural and rural development.

## **About the Ministry of Cooperation**

The Ministry of Co-operation is a ministry under the Government of India which was formed in July 2021. The ministry provides a separate administrative, legal and policy framework for strengthening the cooperative movement in the country. The ministry's creation was announced on 6 July 2021 along with its vision statement of "Sahkar se samridhi". Before the creation of this ministry, the objectives of this ministry were looked after by the Ministry of Agriculture.

The ministry works in strengthening co-operatives at the grassroot level, working to streamline processes for 'Ease of doing business' for co-operatives and enabling the development of Multi-State Co-operatives (MSCS).

## **About VAMNICOM**

Vaikunth Mehta National Institute of Cooperative Management is a premier National Institute under the Ministry Of Cooperation, Govt of India. It was conceived as an intellectual nerve centre for the co-operative movement. It caters to management development through training, education, research and consultancy needs of various co-operative organizations, government departments and other national bodies.

## About the Programme

The International Programme on "Agri Export Procedures and Documentation for Cooperatives" At VAMNICOM, Pune from 8th – 11th January, 2024. In collaboration with Ministry of Cooperation, Government of India & Vaikunth Mehta National Institute of Cooperative Management, Pune. The programme was conducted in physical mode in VAMNICOM, Pune.

Dr. D. Ravi, Consultant, CICTAB inaugurated the programme and interacted with participants. He briefed about the programme outline.

### **Group photo and interaction session:**

Dr. Hema Yadav, Director, VAMNICOM interacted with the participants in group photo session. Director shared that most basic ways to measure a product's potential in foreign markets is its success in domestic markets. Cooperatives first identify the market where there is demand for their product. Then they have to study product standards and as per their standard produce the product to serve in foreign market. Ministry of cooperation formed a export federation to help the cooperatives in exportation.

Total 21 Participants from Mulkanoor Co-operative Rural Credit and Marketing Society, Mulkanoor (2), National Agricultural Cooperative Marketing Federation of India Ltd(3), NCCF (1), Head of Department, Training Division, Maharashtra Cooperative Organization (1), Shri Mahalaxmi Mahila Nagari Sahakari Patsantha Ltd, Shri Sidhivinayak Nagari Sahakari Patsanstha Ltd (5), Sri Channabasaveshwara Vividoddesha sauhardha sahakari Niyamit (3), Bhopal Coop. Central Bank Ltd., Bhopal (2), Shivasindhwa Pattina Souharda Sahakari Sangh Ltd., Siragate, Tunkur (2), Jila Sahakari Kendriya Bank Mydt., Dhar (2) were attended the programme.

**For detailed List of Participants refer Annexure A.**

## Objective of the Programme

The broad objectives of the programme was:

- To familiarize the participants with the properly structured information on export documentation.
- To sensitize the participants about the knowledge on international marketing and learn export related procedures to enter into an expanding new market and avail the new business opportunities for cooperatives
- To provide knowledge on Agri-Export procedures & documentation.

## Coverage of the Programme

The training programme was for Chief Executive Officers / Senior Executives of Agricultural Banking, Rural Financing Institutions, Cooperatives and Rural Development Organisations / Institutions in the Countries of the SAARC Region. The 4-day long programme comprised of 12 sessions of 1 hour 15 mins minutes duration each on the following broad topics:

- Identifying the agri and horticulture products for export by Dr. Mahesh Kadam,

Faculty, VAMNICOM

- Agri Export Procedures and Documentation for Cooperatives by Shri Sudhir Chitrakar, Director, Swayambhu Exim
- Warehouse Management -Sameer Ashok Nadgauda, Storage superintendent, MSWC
- Custom Procedures- Captain A. V. Samarth, Samson Freight Ltd.
- Opportunities and challenges in Agriculture Export, Agriculture Export procedure and Documentation, Traceability net system for Pesticide Residue assurance for Export and farm registration procedure, Importance of Geographical indication , current status and future scope for export -Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture, Pune
- Profitable import-export businesses - Mr. Abhijit Shinde, Founder, Export Import Federation
- Initiatives of SMART project for agri export-Dr. Abhay Gaikwad,SMART Project Gov. of Maharashtra
- Evaluation / Feedback & Valediction- Dr. Hema Yadav, Director, VAMNICOM & CICTAB

One day visits were arranged to KSH Distripark, Talegoan & Horticulture Training Centre, Talegoan

**For detailed Programme Schedule refer Annexure B.**

**Day 1 : 8<sup>th</sup> January 2023**

### **Session -1**

**Topic : Identifying the agri and horticulture products for export**  
**Faculty/Resource person : Dr. Mahesh Kadam, Faculty, VAMNICOM**

Dr. Mahesh Kadam addressed that supply side constraints have hindered production, and in turn the export of agro-products, making Nepal a net-importer of agriculture goods. Further he explained that how to select the agricultural commodity for export. At time of selection of product strictly check the government policies related to the export of a particular product. Though there are very few restrictions in export - it is better to check regulatory status of your selected product.

Carefully study the various government incentive schemes and tax exemption like duty drawback and DEPB. Import regulation in overseas markets, specially tariff and non-tariff barriers. Though a major non-tariff barrier (textile quota) has been abolished - there are still other tariff and non-tariff barriers. If product attracts higher duty in target country - demand obviously falls.



## Session -2

**Topic : Agri Export Procedures and Documentation for Cooperatives**

**Faculty/Resource person : Shri Sudhir Chitrakar, Director, Swayambhu Exim**

Shri Sudhir Chitrakar explained that there are many policies for export the agricultural produce. Like EXIM, Export Incentive Scheme, Duty Remission Scheme, Government-Grant-In Aid and Subsidy. Steps to start the export business he explained. How the documentations and procedures to be followed for exportation also he briefly explained to the participants with help of example of Mango export from India to other countries.



## Session -3

**Topic : Warehouse Management**

**Faculty/Resource person : Shri Sameer Nadgauda Storage superintendent, MSWC**

Shri Sameer Nadgauda briefed about the role of the storage facility in the export and import business. He further explained that Warehousing and inventory storage are key components within both the logistics and supply chains. Used by customs, transporters, manufacturers, wholesalers and import / export companies they enable the storage and distribution of raw materials and finished goods, as well as everything in-between. He also suggested to the participants that they can start the warehouse business at their cooperatives.



**Day 2 : 9<sup>th</sup> January 2023**

## Session -4

**Topic : Custom Procedures**

**Faculty/Resource person : Captain A. V. Samarth, Samson Freight Ltd.**

Captain A. V. Samarth explained that the Customs procedures are the set of managements and operations that are carried out related to a specific customs destination, when you want to import or export a certain merchandise. Goods are imported or exported in India through air, sea, land. Goods can come to India through baggage with customers. Procedures generally vary with the mode of import and export bill of entry. He explained the import general manifest, passenger and crew arrival manifest, grant of entry inwards by custom officer, unloading payment of duty.



Export procedure are entry of goods for exportation export declaration export manifest/export, report entry outward no conveyance to leave without written order clearance of goods for exportation difference b/w transit and transhipment.



### Session -5 to 9

**Topic : Opportunities and challenges in Agriculture Export, Agriculture Export procedure and Documentation, Traceability net system for Pesticide Residue assurance for Export and farm registration procedure, Importance of Geographical indication , current status and future scope for export**  
**Faculty/Resource person : Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture, Pune**

Prof. Govind Hande had taken four sessions in the programme. He covered the topics (i) opportunities and challenges in Agriculture Export, Agriculture Export procedure and Documentation, (ii) Traceability net system for Pesticide Residue assurance for Export and farm registration procedure, (iii) Importance of Geographical indication, (iv) Current status and future scope for export. In these four topics he covered the detailed agri export process and the role of cooperatives in the agri export with the help of many examples.



### Session -10

**Topic : Profitable import-export businesses**  
**Faculty/Resource person : Mr. Abhijit Shinde, Founder, Export Import Federation**

Participants of this programme got the opportunity to interact with the person who is actually dealing with the export. Mr. Abhijit Shinde briefed participants about the foreign markets. Scope for the cooperatives in the export business. He explained that cooperatives are having the producer group as members with them and it is the positive point for export business. He shared the success stories with the participants.



**Day 3 : 10<sup>th</sup> January 2023**

**One day study Visit to (i) KSH Distripark, Talegoan  
(ii) Horticulture Training Centre, Talegoan**

### **(i) KSH Distripark, Talegoan:**

The Study visit was arranged on 10<sup>th</sup> January 2024 for the participants to KSH Distripark, Talegoan to know the procedures followed for export of agri produce.

The important functions carried out in the KSH Distripark, Talegoan are (i) Anti Smuggling and Preventive work including of anti-narcotic functions – collection of intelligence, Joint Sea Patrolling, Night Road Patrolling, Patrolling of Coast / Creeks through departmental boats / vessels, Rummaging of cargo vessels. (ii) Assessment of Bills of Entry and Shipping Bills and related work at CFS Pimpri, ICD Dighi, ICD Pimpri-Chinchwad and coastal customs divisions at Ratnagiri and Dapoli (iii) enforcement of NDPS Act, 1985 (v) Marine wing operations at Ratnagiri and (v) manning of the telecommunications network in the entire Konkan area both in the inland region as also along the coast line starting from Bankot in the north to Kiranpani in the south.

### **Glimphases of the study visit:**



**Study visit to KSH Distripark, Talegoan**

### **(ii) Horticulture Training Centre, Talegoan**

In the export market flowers like e Rose, Carnation, Gerbera, Anthurium, Lilium, Chrysanthymum & Orchids have high demand. To know the export of flowers study visit was arranged to Horticulture Training Centre, Talegoan on 10<sup>th</sup> January 2024 afternoon.

The Maharashtra State Agricultural Marketing Board, Pune has established a full fledged Post Harvest Technological Institute in the year 1993 and subsequently got registered as Non Government Organization (NGO) under the Society Act, 1860 on 10.12.1998 and as a Trust under the Trust Act, 1950 on 12.1.1999. to address the post harvest issues facing the farming community. Since its inception, the institute has been continuously engaged in carrying out practical and applied training, research and technology development work. Under the NIPHT, a specialized Horticulture Training Center (HTC) has been set up with financial support from MSAMB and the Netherlands Development Finance Company of the Netherlands Government along with technical support from the Practical Training Center Plus (PTC+) of the Netherlands. HTC is presently engaged in conducting short duration practical training programs of one week in high-tech horticulture.

## Glimphases of the study visit:



**Study visit to Horticulture Training Centre, Talegoan**

**Day 4: 11<sup>th</sup> January 2023**

## Session -11

**Topic : Initiatives of SMART project for agri export**

**Faculty/Resource person : Dr. Abhay Gaikwad, SMART Project, Pune**

Dr. Abhay Gaikwad explained about the Hon. Balasaheb Thackeray Agribusiness & Rural Transformation i. E. SMART project. It is the project, supported by the World Bank Group and the Korea-World Bank Partnership Fund, is focused on supporting the development of inclusive and competitive agri value chains

The SMART project is committed to establish the SMART AgTech Integration Facility to help farmers and their collectives in Maharashtra access innovative technologies. The Bootcamp is an important step in building partnerships between DAT solution providers and Community-Based Organizations (CBOs) to enable farmers to access more lucrative markets and achieve greater economic returns.



## Valedictory Session

Valedictory Session of the training programme was graced by Dr. Hema Yadav, Director, CICTAB & VAMNICOM in presence of Dr D Ravi, Consultant, CICTAB & CICTAB team.

Director shared that cooperatives should take part in the agri export and help their members for export and documentation. Government and Ministry of Cooperation are also supporting the cooperatives for export. National Cooperative Exports Limited (NCEL) was conceptualized and now it is serving as an umbrella organization in the country for exports from the cooperative sector concurrently. NCEL will promote exports through various activities including procurement, storage, processing, marketing, branding, labelling,



packaging, certification, research & development, and trading of all types of goods and services produced by cooperative societies. The NCEL will also help in arranging finance, provide technical guidance, help in training and capacity building, develop and maintain market intelligence system. Implement related government schemes and undertake any other such activities which will increase exports from the cooperative sector and other related entities.

Participants shared their views about the programme in the presence of Dr. Hema Yadav, Director, CICTAB.

Certificate distributions was done by Dr. Hema Yadav, Director, CICTAB



Valedictory Session of the training programme was graced by Dr. Hema Yadav, Director, CICTAB & VAMNICOM



Dr D Ravi, Programme Director briefed about the sessions conducted and study visits arranged.



Participants shared their learning's with the Dr. Hema Yadav, Director, CICTAB & VAMNICOM and Dr D Ravi, Programme Director



Certificates were distributed to the participants by the Dr. Hema Yadav, Director, CICTAB



### Learning outcome:

- ❖ One district one product i.e. the product with is the identity of the particular region may promote for export.
- ❖ Export oriented agriculture businesses should be increased.
- ❖ Agriculture Marketing & value chain analysis of Agricultural good may be built in a way to support the export of agricultural produce.

- ❖ Geographical indications / status / data of agriculture will be available at one place.
- ❖ Cooperatives / FPOs make ware with the custom procedures & export finance.

**Group Photo of the Programme:**



## **CICTAB Secretariat**

1. Dr. Hema Yadav, Director
2. Dr. D. Ravi, Consultant
3. Ms Kalyani Sahoo, Programme officer
4. Ms. Smita Kadam, Research officer
5. Mrs Usha Kulkarni, Stenographer
6. Mr. J.B. Gaikwad, Asst. Accountant
7. Mr Shivsagar Patil, Jr. Clerk
8. Mr. Suresh Salvi, MTS
9. Mr. Nitin Koli, MTS

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**International Programme on  
"Agri Export Procedures and Documentation for Cooperatives"  
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(CICTAB-MOC-VAMNICOM)**

**List of Participants**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Organization</b>
	<b>INDIA</b>		
1.	Shri Mucha Achyuth Reddy	Agri business Section	NCUI - Mulkanoor Co-operative Rural Credit and Marketing Society, Mulkanoor
2.	Shri Gutam Abhilash Reddy	Mill Manager	NCUI - Mulkanoor Co-operative Rural Credit and Marketing Society, Mulkanoor
3.	Ms. Surbhi Rajput	Assistant Manager	NAFED - National Agricultural Cooperative Marketing Federation of India Ltd
4.	Shri Saurav Singh	Management Trainee	NAFED - National Agricultural Cooperative Marketing Federation of India Ltd
5.	Shri Shiv Wardhan	Accountant Executive	NAFED - National Agricultural Cooperative Marketing Federation of India Ltd
6.	Ms. Madhu Sharma	Branch Manager	NCUI - National Cooperative Consumers' Federation of India Limited
7.	Shri Digambar Sable	Head of Department, Training Division	NCUI - Head of Department, Training Division, Maharashtra Cooperative Organization, Pune
8.	Mrs. Gopika Rahul Thorat	Manager	NCUI - Shri Mahalaxmi Mahila Nagari Sahakari Patsantha Ltd.
9.	Ms. Pooja Keshav Badadhe	Staff	NCUI - Shri Mahalaxmi Mahila Nagari Sahakari Patsantha Ltd.
10.	Ms. Sharda Balasaheb Ingale	Manager	NCUI - Shri Sidhivinayak Nagari Sahakari Patsantha Ltd
11.	Ms. Ashwini Anil Gore	Branch Manager	NCUI - Shri Sidhivinayak Nagari Sahakari Patsantha Ltd
12.	Ms. Pooja Ganesh Kadam	Cashier	NCUI - Shri Sidhivinayak Nagari Sahakari Patsantha Ltd
13.	Shri N S Nagaraju	Director	NCUI - Sri Channabasaveshwara Vividoddesha sauhardha sahakari Niyamit
14.	Shri N K Ravi Kumar	Director	NCUI - Sri Channabasaveshwara Vividoddesha sauhardha sahakari Niyamit
15.	Shri R. Jayanna	Director	NCUI - Sri Channabasaveshwara Vividoddesha sauhardha sahakari Niyamit
16.	Shri Nimesh Shahi	Marketing Officer	NCUI – Bhopal Coop. Central Bank Ltd., Bhopal
17.	Shri Rahul Yadav	Banking Assistant	NCUI – Bhopal Coop. Central Bank Ltd., Bhopal
18.	Shri Manjunath Swamy	Director	NCUI – Shivasindhwa Pattina Souharda Sahakari Sangh Ltd., Siragate, Tunkur
19.	Shri Siddananje Gowda M.B.	Director	NCUI – Shivasindhwa Pattina Souharda Sahakari Sangh Ltd., Siragate, Tunkur
20.	Shri Tej Pratap Singh	Sub Engineer Civil	NAFSCOB – Jila Sahakari Kendriya Bank Mydt., Dhar
21.	Shri Saksham Arora	Banking Asst.	NAFSCOB – Jila Sahakari Kendriya Bank Mydt., Dhar





**CENTRE FOR INTERNATIONAL COOPERATION AND  
TRAINING IN AGRICULTURAL BANKING (CICTAB), PUNE**

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(8<sup>th</sup> – 11<sup>th</sup> January, 2024)  
(CICTAB-MOC-VAMNICOM)  
TIME TABLE**

**Room No. 11**

<b>Date</b>	<b>Time</b>	<b>Topics</b>	<b>Resource Person</b>
8 <sup>th</sup> Jan, 2024 Monday	9.30 AM – 10.00 AM	Registration & Climate Setting	Dr. D. Ravi Programme Director
	10.00 AM – 10.30 AM	Interaction and Inauguration	Dr. Hema Yadav Director, VAMNICOM & CICTAB
	10.30 AM – 11.00 AM	Group Photo & Tea	
	11.00 AM – 12.15 PM	Identifying the agri and horticulture products for export	Dr. Mahesh Kadam, Faculty, VAMNICOM
	12.15 PM – 1.30 PM	Agri Export Procedures and Documentation for Cooperatives	Shri Sudhir Chitrakar Director, Swayambhu Exim
	1.30 PM – 2.30 PM	Lunch Break	
	2.30 PM – 3.45 PM	Agri Export Procedures and Documentation for Cooperatives	Shri Sudhir Chitrakar Director, Swayambhu Exim
	3.45 PM – 4.00 PM	Tea Break	
	4.00 PM – 5.30 PM	Warehouse Management	Sameer Ashok Nadgauda Storage superintendent MSWC
9 <sup>th</sup> Jan, 2024 Tuesday	9.15 AM – 9.30 AM	Recap	
	9.30 AM – 11.00 AM	Custom Procedures	Captain A. V. Samarth, Samson Freight Ltd.
	11.00 AM – 11.15 AM	Tea Break	
	11.15 AM – 1.00 PM	Opportunities and challenges in Agriculture Export	Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture, Pune
	1.00 PM – 2.30 PM	Lunch Break	
	2.30 PM – 4.00 PM	Agriculture Export procedure and Documentation	Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture Pune
	4.00PM-4.15 PM	Tea Break	
	4.15 PM – 5.30 PM	Profitable import-export businesses	Mr. Abhijit Shinde, Founder, Export Import Federation

<b>Date</b>	<b>Time</b>	<b>Topics</b>	<b>Resource Person</b>
10 <sup>th</sup> Jan, 2023 Wednes day	Visit to KSH Distripark, Talegoan & Horticulture Training Centre, Talegoan		
11 <sup>th</sup> Jan, 2023 Thursda y	9.15 AM – 9.30 AM	Recap	
	9.30 AM – 11.00 AM	Initiatives of SMART project for agri export	Dr. Abhay Gaikwad,
	11.00 AM – 11.15 AM	Tea Break	
	11.15 AM – 1.00 PM	Traceability net system for Pesticide Residue assurance for Export and farm registration procedure	Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture , Pune
	12.45 PM – 2.30 PM	Lunch Break	
	2.30 PM – 4.00 PM	Importance of Geographical indication , current status and future scope for export	Prof. Govind Hande, State Level Technical Advisor Export Department of Agriculture , Pune
	4.00 PM – 4.15 PM	Tea Break	
	4.15PM – 5.15 PM	Action plan presentation	By participants
	5.15 PM – 6.00 PM	Evaluation / Feedback & Valediction	Dr. Hema Yadav Director, VAMNICOM & CICTAB

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