The requirements for applying for online Regional Council Application under PGS-INDIA web portal

Details About the Organization

1. Name of the applicant Organization
2. Organization Logo

A.) Registered address of the organization
   1. State
   2. District
   3. City/Town
   4. Address
   5. Pin code
   6. Email ID
   7. Phone Number

B.) Correspondence address of the organization (If different from above)
   1. State
   2. District
   3. City/Town
   4. Address
   5. Pin code
   6. Email ID
   7. Phone Number

3. Legal status of organization
4. Registration Number
5. Registration Expiry date
6. Upload Certificate Copy.

C.) Owner/Promoters/Directors Details
   1. Name
   2. Address
   3. ID Type
   4. ID Number

7. Organization PAN Card Number
8. Upload PAN Card
9. GSTN Available
10. GSTN Number
11. Upload GST Copy
12. Details of other business activities
13. Provide institutional structure of the organization including total staff strength in separate sheet & Upload

D.) Head Person Details
   1. Name of the Head of the Organization
   2. Phone Number
   3. Mobile Number
   4. Email ID
   5. ID Type (details)

E.) Incharge Person Details
   1. Name of the Head of the Organization
   2. Phone Number

3. Mobile Number
4. Email ID
5. ID Type (details)

F.) Upload last 2 years audited balance sheet

Details of Certification and Organic Management

G.) Experience In Certification Management
1. In management of third-party certification
2. Upload experience documents
3. In management of PGS
4. Upload experience documents
5. Any other certification system applicable to agriculture
6. Upload experience documents

H.) In Organic Agriculture Management
1. Give Details
2. Upload Supporting documents

I.) Other Area
1. Processing and Handling
2. Upload Supporting documents

Experience of Working personals in certification

J.) Other core staff
1. Name
2. Experience details
3. Upload Experience supporting documents

K.) Executive authority/ Quality manager
1. Name
2. ID card type
3. ID Details
4. Upload ID Copy
5. Experience details
6. Upload supporting documents

L.) Certification personal
1. Name
2. Experience details
3. Upload supporting documents

Operational Requirements

14. Have you developed operational manual with necessary SOPs.
    If yes, upload a copy
15. Proposed scopes for certification being applied for
16. Proposed area of operation please list out the States/UTs
17. Please list the States/UTs in which you have existence of functional offices/establishment
18. Signature
19. Name
20. Seal of the organization

Note :

1.Regional Council application processing Non-refundable fees is Rs.10000/- . It is to be submitted in the form of DD in favor of PAO (Sectt-II), New Delhi payable at SBI branch, Nirman Bhavan, New Delhi

 2. Submission of Hard Copies: Along with submitted online Application, Undertaking, Fees (DD) and all required supporting documents made into spiral binding and with covering letter need to submitted to Director, NCOF , Ghaziabad