

# **Memorandum of Association**

## **Assam Small Farmers' Agri-Business Consortium (Assam SFAC)**

### **1. The name of the Society**

“Assam Small Farmers' Agri-Business Consortium” (ASFAC).

### **2. The Office of the Society is situated in the Provinces / State:**

The society is situated in the State of Assam with its office in Guwahati and presently located at the Directorate of Agriculture Campus, Assam, Khanapara, Guwahati-781 022.

### **3. The objective for which the Society is established are as follows -**


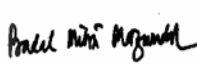
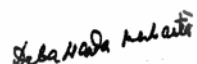
- i. To catalyse agro industrial growth in different parts of Assam based on principles of ecological sustainability, economic efficiency and social equity.
- ii. To undertake or assist in undertaking programmes for employment generation, growth and diversification of agriculture and other food based industries to increase food production and export of food products in both primary and processed from including field of Horticulture, Animal Husbandry, Fisheries, Poultry and other areas related with food.
- iii. To organize technology transfer through training and extension involving non-government organizations, farmers' association and Pathar parichalana Samitee (FMC).
- iv. To sponsor specific and relevant research projects and technology demonstration.
- v. To organize input, material supply and production services through public, private and co-operative sector.
- vi. To identify and promote post harvest processing / manufacturing units in the public, private and co-operative sectors.
- vii. To promote organization of marketing chains both for domestic and export marketing.
- viii. To build a cadre of skilled managers for managing the affairs of various units being established as a part of the development process.
- ix. To provide technology and marketing support for the development of rainfed and drought prone areas and marginal land.
- x. To create opportunities for skilled employment in villages through biological software industries such as the manufacture of bio-fertilizer and bio-pesticides and establishment of bio-mass refineries and promote agriculture and bio-mass related business activities for food security and for incremental incomes to producers in the context of liberalized world trade in food and agriculture commodities.
- xi. To revive and strengthen local institutions including Pathar Parichalana Samittee (FMC), seed villages and producers association of the farming community as instruments of decentralization / development process in agriculture sector.
- xii. To organize / catalyse the primary producers in suitable groups towards the performance of activities related to the achievement of the objectives of the Society.
- xiii. To influence government policies for correcting the terms of trade to make them favourable for agriculture, thereby increasing the flow of resources and augmenting the rate of capital formation in agriculture sector.
- xiv. To pave the way for establishment of integrated producers organization with forward and backward linkages and to organize Pathar Parichalana Samittees (FMC) with forward and backward linkage.
- xv. To assist and promote programmes aimed at conservation of the environment and natural resources.
- xvi. To prepare, print and public papers, periodicals, monographs and books, in furtherance of the objectives of the Society.
- xvii. To help farmers / farmers organization in setting up small agro based village industries.


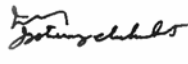
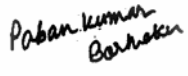

**4. The names, address and designation of present members of the Executive Committee (or Governing Body) are -**

The society "Assam Small Farmers' Agri-Business Consortium" (ASFAC) shall have a Board of Management with the following members -

Sl. No.	Name in Full	Address, Occupation and Designation	Designation
1.	Sri Jyoti Prasad Rajkhowa, IAS	Dispur, Assam Agriculture Production Commissioner, Assam	Chairman
2.	Sri Badal Mitra Mazumdar, IAS	Dispur, Assam Secretary to the Govt. of Assam, Agriculture Deptt.	Vice-Chairman
3.	Dr. Deba Nanda Mahanta	Directorate of Agriculture, Assam, Khanapara, Ghy-22 Chief Executive Officer, Assam Small Farmers Agri-Business Consortium (ASFAC)	Member-Secretary
4.	Dr. Arun Kumar Deka	Directorate of Agriculture, Director of Agriculture, Assam Assam, Khanapara, Ghy-22	Member
5.	Sri Jyotirmoy Chakraborty, ACS	Chief Executive Officer, Assam State Agril. Marketing Board, Ulubari	Member
6.	Sri Paban Kumar Barthakur, IAS	Director of Industries, Assam, Bamunimaidam	Member
7.	Sri Rajib Lochan Duarah, ACS	Joint Secretary to the Govt. of Assam, Finance Department, EC-1	Member
8.	Md. Mafizuddin Ahmed	President, Sadou Asom Pathar Parichalana Samittee	Member
9.	Sri Sudhir Kumar, IAS	Managing Director, Small Farmers' Agri-Business Consortium (SFAC), New Delhi	Member

We the undersigned are desirous of forming a Society in pursuance of this Memorandum of Association-

Sl No.	Signature in Full	Address, Occupation and Designation	Full Name with Seal and Signature of the Witness
1		Dispur, Assam Agriculture Production Commissioner, Assam	
2		Dispur, Assam Secretary to the Govt. of Assam, Agriculture Deptt.	
3		Directorate of Agril., Assam, Khanapara, Ghy-22, Chief Executive Officer, Assam Small Farmers Agri-Business Consortium (ASFAC)	

4		Directorate of Agriculture, Director of Agriculture, Assam, Khanapara, Ghy-22	
5		Chief Executive Officer, Assam State Agril. Marketing Board, Ulubari	
6		Director of Industries, Assam, Bamunimaidam	
7		Joint Secretary to the Govt. of Assam, Finance Department, EC-1	

  
 GOVT. OF ASSAM  
 Agriculture Department, A  
 Dispur, Guwahati-4

## Rules and Regulation

### 1. The name of the Society

“Assam Small Farmers’ Agri-Business Consortium” (ASFAC).

### 2. Address of the main office of this Society:

Directorate of Agriculture Campus, Assam, Khanapara, Guwahati-781 022.

### 3. Area of Operation:

The Society (ASFAC) will primarily in the State of Assam. It will however be freed to undertake suitable activities in other part of India, if necessary in connection with the work related to Assam or if invited to do so by the Central or other State Government or an institution having objects similar to its own. The head quarter of the Society shall be in Guwahati.

### 4. Objects:

- i. To catalyse agro industrial growth in different parts of Assam based on principles of ecological sustainability, economic efficiency and social equity.
- ii. To undertake or assist in undertaking programmes for employment generation, growth and diversification of agriculture and other food based industries to increase food production and export of food products in both primary and processed from including field of Horticulture, Animal Husbandry, Fisheries, Poultry and other areas related with food.
- iii. To organize technology transfer through training and extension involving non-government organizations, farmers’ association and Pathar parichalana Samitee (FMC).
- iv. To sponsor specific and relevant research projects and technology demonstration.
- v. To organize input, material supply and production services through public, private and co-operative sector.
- vi. To identify and promote post harvest processing / manufacturing units in the public, private and co-operative sectors.
- vii. To promote organization of marketing chains both for domestic and export marketing.
- viii. To build a cadre of skilled managers for managing the affairs of various units being established as a part of the development process.
- ix. To provide technology and marketing support for the development of rainfed and drought prone areas and marginal land.
- x. To create opportunities for skilled employment in villages through biological software industries such as the manufacture of bio-fertilizer and bio-pesticides and establishment of bio-mass refineries and promote agriculture and bio-mass related business activities for food security and for incremental incomes to producers in the context of liberalized world trade in food and agriculture commodities.
- xi. To revive and strengthen local institutions including Pathar Parichalana Samittee (FMC), seed villages and producers association of the farming community as instruments of decentralization / development process in agriculture sector.
- xii. To organize / catalyse the primary producers in suitable groups towards the performance of activities related to the achievement of the objectives of the Society.
- xiii. To influence government policies for correcting the terms of trade to make them favourable for agriculture, thereby increasing the flow of resources and augmenting the rate of capital formation in agriculture sector.
- xiv. To pave the way for establishment of integrated producers organization with forward and backward linkages and to organize Pathar Parichalana Samittees (FMC) with forward and backward linkage.
- xv. To assist and promote programmes aimed at conservation of the environment and natural resources.
- xvi. To prepare, print and public papers, periodicals, monographs and books, in furtherance of the objectives of the Society.
- xvii. To help farmers / farmers organization in setting up small agro based village industries.

## 5. Membership:

### (a) Qualification to become members:

- i. **First member:** Signatories of the Memorandum of Association shall be the first member of the Society.
- ii. **Members:** All such institution (farmers' association) desirous of participating in the affairs and business of the society can become members of the society on admission by the Board of Management and by fulfilling conditions as may be prescribed from time to time.
- iii. **Associate members:** Co-operative Societies Corporate Bodies, Non-resident Indians, Foreign Companies and other organizations involved in the functioning of the society may be admitted as Associate members subject to conditions laid down by the Board of Management. The Associate members shall have the right to attend the general body meetings of the society or any other meetings to which they are invited, but shall not be entitled to vote.

### (b) Subscription and donation etc:

Members and Associate members shall pay such subscription as may be prescribed by the Board of Management except the desired person. All the members of the Board of Management shall be included as desired persons.

### (c) Collection of fund :

The "Assam Small Farmers' Agri-Business Consortium" (ASFAC) Society may receive gift, grants, donations and benefactions from the Government or any other source in or outside India and the same shall be used by the society for exercising its functions and discharging its responsibilities subject to the condition that any acceptance from foreign agencies, institutions and Government will be on such terms as may be prescribed by the Government of Assam.

- a. A Corpus fund of Rs. 1.00 crore will be created with contribution from Small Farmers' Agri-Business Consortium, New Delhi, North Eastern Council as well as State and Central Government.
- b. All other sums of money that may be provided by the Government at the Central or State.
- c. All subscription & charges received from the members.
- d. All sums of money generated by way of grants and donations or any other manner or from any other sources.

### (d) Control of funds :

- I. The corpus fund of Rs. 1.00 crore shall be deposited with any nationalized / rural bank as fixed deposit and shall not be withdrawn except the interest accrued from the deposit. The interest so accrued may be applied towards administrative or other expenses of the society including expense incurred in the exercise of powers and discharge or its functions or in relation to any of the activities referred to the rules of business. In emergent situation, the part of the corpus fund may be utilized for discharge of the functions and responsibilities of the society or any of the activities referred to the rules of business of the society subject to the approval and decision of the Board of Management.
- II. All other sums of money credited to the said fund (ASFAC) subject to the regulation, if any made in this behalf be deposited with any nationalized bank or public finance institutions approved by the Board of Management.

**6. Procedure of the General Meeting: (How many times in a year the General meeting will be held)**

The Society shall hold an annual general meeting at least once in a year and not more than 18 calendar months shall elapse between the two successive annual general meetings. A notice of at least 21 days in advance shall be given to the members of the society.

**7. Place: (How many of the total members of the General body are required to be present to form quorum of the General body meeting)**

Guwahati shall be the venue of the meeting of the Board of Management unless it is decided to hold it at any other place with the express approval of the Chairman of the Board.

The presence of 1/3 (one third) of the members of general body will form the quorum of the general body meeting.

**8. Election procedure of the Executive Committee / Governing Body / Managing Committee:**

The Chairman of the Board of Management or his absence, the Vice-Chairman shall preside over the meeting of General body. If both the Chairman and the Vice Chairman are not present, members present shall elect one person from amongst themselves to chair the meeting.

All matters in the meeting shall be decided by majority of the members present. In case voting is required each member of the Board have one vote and in the event of a tie, the chairman shall have a second or casting vote.

**9. Short description of the Executive body:**

The "Assam Small Farmers' Agri Business Consortium" (ASFAC) Society have a Board of Management with the following members -

1. Agriculture Production Commissioner, Assam	-	Chairman
2. Secretary to the Government of Assam, Agriculture Department.	-	Vice-Chairman
3. Chief Executive Officer, Small Farmers Agri-Business Consortium (ASFAC)	-	Member-Secretary
4. Director of Agriculture, Assam Khanapara, Guwahati-22	-	Member
5. Chief Executive Officer, Assam State Agril. Marketing Board	-	Member
6. Director, Industries, Assam	-	Member
7. Representative of Finance Department	-	Member
8. President, Sadou Asom Pathar Parichalana Samittee	-	Member
9. Representative of Small Farmers' Agri-Business Consortium, New Delhi.	-	Member

**10. The term of the Executive body:**

(i) Nominated members of the Board under Rule 9 shall hold office at the pleasure of the Board. However, no member shall be nominated for a period of more than 4 (four) years at a time. Member so nominated shall not be eligible for renomination for a second consecutive term.

(ii) The membership of person, who becomes a member of the Board by reason of the office or post he holds, shall terminate when ceases to hold that office or post and his successors shall automatically replace him in the society.

- (iii) A nominated member may at any time resign from the office by sending his resignation to the Chairman of the Board of Management. Such resignation shall take effect the day it is accepted.

**11. Procedure of Re-election of the members of the Executive Body:**

The membership of the founder member will cease as and when a person is transferred from the post. The new person taking over the charge of the post will automatically be a member of the Board of Management.

So far as other member from farmers' association, co-operative societies, corporate bodies, etc. are concerned the re-election procedure of the concerned institution will hold good for "ASFAC" society also.

**12. Procedure of the meeting of the Executive body: (How many times in a year or months the meeting of the Executive body will be held)**

Meeting of the Board of Management of "Assam Small Farmers' Agri-Business Consortium" (ASFAC) Society shall be ordinarily held once in every three months with the approval of the Chairman of the Board of Management.

**13. Quorum of the meeting of the Executive body: (How many of the total members of Executive body are required to be present to form quorum of the Executive body)**

The quorum of the meeting of the Board of Management shall be in accordance with the relevant provision of the Rules of Business. The presence of 1/3 (one third) of the Board of Management will form the quorum of the Board of Management. If within 30 minutes from time appointed for the meeting, no quorum is present at any meeting of the Board, the meeting shall be adjourned. The adjourned meeting may be reconvened at the discretion of the Chairman and no quorum shall be necessary in that meeting and the members present may transact the business for which the meeting was called.

**14. Expulsion of undesirable number:**

A member of associate member shall cease to be a member by not fulfilling the condition laid down by the Board of Management or due to reason adjudged by the Board of Management as injurious the functioning of the society.

**15. Auditor:**

A qualified auditor will be appointed by the Board of Management who shall audit the accounts of the society at least once in a year and annual audit report will be submitted to the Registrar of Societies regularly.

The accounts of the Society shall at least once every year by audited by a reputed Chartered Accountant appointed by the Board of Management

A copy of the audited accounts together with the audit report shall be submitted by the Board of Management to the general body for approval. Department will take up with CAG for auditing of the accounts by the Accountant General (Audit), Assam.

A copy of the audited account and audit report for each financial year as approved by the general body shall be submitted to the government not more than six months after the end the financial year.

**16. Legal procedure:**

The society may sue or be sued in the name of the Chief Executive as per provision laid down under section - 6 of the Registration of Societies Act. 1860 (Act. XXI of 1860).

**17. Dissolution:**

If on holding up or dissolution of society (ASFAC) there shall remain, after satisfaction of all debts and liabilities, any assets or property, they shall be dealt within such manner as the Government of Assam may determine.

A certified copy of the Rules of Business of the society (ASFAC) is filling along with Memorandum of Association.

We the undersigned persons, having associated ourselves for the purpose described in this Memorandum of Association do hereby unto the form ourselves into a society under Registration of Society Act. 1980 [(XXI) of 1860] this day of 12<sup>th</sup> December 2001 at Guwahati.

<b>Sl. No.</b>	<b>Name &amp; Address</b>	<b>Occupation</b>
1.	Sri Jyoti Prasad Rajkhowa, IAS Dispur	Agriculture Production Commissioner, Assam
2.	Sri Badal Mitra Mazumdar, IAS Dispur	Secretary to the Government of Assam, Agriculture Department, Dispur.
3.	Dr. Deba Nanda Mahanta Khanapara, Guwahati-22	Chief Executive Officer, Assam Small Farmers' Agri-Business Consortium (ASFAC)



**(a) An appraisal about “Assam Small Farmers’ Agri-Business Consortium” (ASFAC)**

Considering the enormous potentiality of Horticulture in North Eastern States of India, the Govt. of India launched the "Technology Mission for Integrated Dev. of Horticulture in North Eastern States of India" Scheme to develop this sector in a mission mode manner. Many Central and centrally Sponsored Schemes after being amalgamated and incorporated in this "Technology Mission", it was also proposed to stream line the flow of fund from Govt. of India to the concerned states and accordingly "Small Farmers' Agri-Business Consortium" (SFAC), New Delhi was constituted as a funding agency at national level. In the mean time, all the North Eastern States including Sikkim were asked to constitute a State Small Farmers' Agri-Business Consortium (SFAC) unit as a financing organisation to receive fund from Central "Small Farmers' Agri-Business Consortium" (SFAC) and release fund to different implementing agencies as per rules. Accordingly, the Assam unit of "Small Farmers' Agri-Business Consortium" was constituted briefly named as "Assam Small Farmers' Agri-Business consortium" (ASFAC) vide Govt. notification No. AGA 153/99/107 dt. 1st Oct/2001 with nine member Board of Management under Chairmanship of Agriculture Production Commissioner, Assam which was registered under Societies Registration Act, 1860(Act XXI of 1860) on 24th Dec/2001 and presently located at Directorate of Agriculture Campus, Assam, Khanapara, Guwahati - 781022. Since its establishment, this Society (ASFAC) has framed up its own constitution and network by opening Bank Account under "Technology Mission" in all the 23 districts of Assam and started release of fund to those districts for implementing various components of "Technology Mission" Schemes approved by Govt. for Integrated Development of Horticulture and to be implemented by the districts through "District level Implementation and Monitoring Committee" headed by Additional Deputy Commissioner (Dev.) of concerned district as constituted vide Govt. Notification No. AGA 306/99/338, dated Dispur, the 19th March, 2002.

It may be mentioned that to facilitate co-ordination among constituent states of North Eastern India and also with Central "Small Farmers’ Agri-Business Consortium” (ASFAC), a Regional Office at "Small Farmers’ Agri-Business Consortium” has been setup at G.S. Road, Jain Complex (3<sup>rd</sup> Floor), Near Old Dispur Post Office, Guwahati-781005 with an implied objectives of prescribed consultancy services of states as and when required.

Agriculture Department, Govt. of Assam has already taken up implementation of different schemes under "Technology Mission" on Integrated Dev. Of Horticulture at different districts funded by Govt. of India through Central "Small Farmers’ Agri-Business Consortium” (SFAC) and "Assam Small Farmers Agri-Business Consortium” (ASFAC) for the following programmes :

Area expansion of certain horticultural crops, creation of water sources, on farm water management, production of planting materials (Integrated Multi crop Nursery), transfer of technology through training, organic farming, promotion and popularisation of Agriculture Equipments, Integrated Pest Management (IPM) etc. under MM-II and strengthening of State Agmark Laboratories under MM-III (The details of Mini Mission (MM) are indicated under ANNEXURE-III)

The pattern of funding is by way of subsidy at different rates to the beneficiaries.

**Functions and Activities of the “Assam Small Farmers’ Agri-Business Consortium” (ASFAC)**

In furtherance of the aims and objects of the “Assam Small Farmers’ Agri-Business Consortium” (ASFAC) indicated in the Memorandum of Association, the Society may undertake itself and / or cause to be undertaken by the concerned departments / agencies / units one or more of the following tasks or activities in addition to any other tasks or activities as may be considered to be appropriate and necessary.

- I. Organize, assist and help initiatives for improving the production and productivity levels of identified agriculture produce.
- II. Organize, assist and help establishment of appropriate link / integrated arrangement between production & marketing.
- III. Facilitate development of a sound marketing infrastructures covering inter-alia establishment of processing units, quality control arrangements, market intelligence and information, transportation, storage and such other arrangement as may be necessary.
- IV. Arrange / Promote market studies and/ or specific commodity surveys at the field levels with a view to identify the agriculture products which have potential for export and export development, quality standards and specifications, competitive price level, trading channels, delivery schedules, promotional measures etc.
- V. Arrange / facilitate the formulation of integrated commercial development programme or subject preferably farm or unit-wise, setting out, inter-alia products for export targets, the import need of raw materials etc., processing arrangements between the producers and exporters, marketing etc.
- VI. Assist / Organise export promotion programme including the sponsoring of marketing teams, participation in specialized fairs and exhibition etc.
- VII. Facilitate identification and establishment arrangements for undertaking production for exports and help in meeting the import needs, ensuring quality standards, reaching suitable marketing tie Ups.
- VIII. Facilitate / Monitor transport and storage arrangement under the specific programmes and projects that may be formulated.
- IX. Facilitate / Monitor the conclusion of contractual arrangements according to the established commercial practices and norms.

## Objectives and Structure of the Technology Mission

In order to improve livelihood opportunities and to bring prosperity to the North Eastern Region (NER) including Sikkim, Govt. of India has launched a Technology Mission (TM) for Integrated Development of Horticulture. The objective of the scheme is to improve the production and productivity of horticultural crops by harnessing the potential of the region. Through this Mission, a horticultural based farming system is to be developed, thereby providing viable and ample opportunities for employment, especially for women, besides improving the productivity of land.

The specific objectives of the Technology Missions are:

To improved productivity and quality of horticultural corps through adoption of improved varieties / technology and up gradation of existing production / farming technologies:

- To reduce post harvest losses and improve marketability of the produce and its availability to consumers.
- To promote better utilization and increased consumption of the produce to ensure higher returns to farmers / producers and better nutritional health to the people.
- To promote exports and export oriented growth.
- To develop a strong base for transfer of technology and human resource development to support developmental activities.
- The Technology Mission has a structure of four Mini Mission (MM) viz.

### **Mini Mission-I**

In order to provide technology support, this Mini Mission aims at :

- Supply of Nucleus / Basic seed and Planting Materials of Horticultural Crops.
- Standardization of Production and Protection Technologies.
- Technology Generation, Refinement and Training through on farm Trials.

### **Mini Mission-II**

The Department of Agriculture and Co-operation (DAC) is the nodal department for this Mini Mission. The Mini Mission primarily aims at increasing the production and productivity of the horticultural produce in the region through integrated implementation of various Governmental programme based on Compact Area Development Approach.

The Major components of this Mini Mission are:

- Area Expansion
- Creation of Water Sources
- On-Farm Water Management
- Production of Planting Materials
- Transfer of Technology through Training, Frontline Demonstration, Publicity and Training of Trainers.
- Popularization of Organic Farming and use of Bio-Fertilizers.
- Promotion and Popularization of Agricultural Equipments.
- Promotion of Integrated Pest Management.
- Establishment of Plant Health Clinics.
- Establishment of Tissue / Leaf Analysis Laboratories.
- Entrepreneurial Development of Women Farmers' etc.

### **Mini Mission-III**

The major components are:

- Post Harvest Management
- The existing approved schemes of “National Horticulture Board” (NHB) with additional outlays are to be implemented in a more focused way in the Mission mode. These include :
- Development of Commercial Horticulture through production & Post Harvest Management.

- Capital Investment Subsidy Schemes for Construction Modernization / Expansion of Cold Storage.
- Technology Development & Transfer for Promotion of Horticulture.
- Strengthening of Nutritional Status in Rural Areas.
- Strengthening of Marketing Infrastructure.
- Improvement of Services in Wholesale Markets.
- Development of Rural Primary Markets.
- Development of Apni Mandis.

#### **Mini Mission-IV**

The Mini Mission aims at addressing all the issues of processing and marketing of processed products. The schemes of the Department of Food Processing Industries Ministry of Agriculture are to be integrated in this Mini Mission. The Mini Mission envisages:

- Promotion of New Units.
- Up gradation and Modernization of Existing Units.
- Market Promotion, Research and Development.
- Human Resource Development.