

OPERATIONAL GUIDELINES

Of

**“Pradhan Mantri Kisan Samman
Nidhi (PM-KISAN)”**

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1. Scheme

The Government with a view to augment the income of the Small and Marginal farmers has approved a Central Sector Scheme, namely, “**Pradhan Mantri Kisan Samman Nidhi (PM-KISAN)**” in the current financial year. The Scheme takes effect from 01.12.2018 for transfer of benefit to eligible beneficiaries during this financial year 2018-19.

2. Objective and Benefits

2.1 With a view to provide income support to all Small and Marginal landholding farmer families having cultivable land, the Government has launched **PM-KISAN**. The scheme aims to supplement the financial needs of the farmers in procuring various inputs to ensure proper crop health and appropriate yields, commensurate with the anticipated farm income.

2.2 Benefits under the Scheme

Under the scheme, financial benefit as given below will be provided to all Small and Marginal landholder farmer families across the country:-

- (a) Landholder Farmer families with total cultivable holding upto 2 hectares shall be provided a benefit of Rs.6000 per annum per family payable in three equal installments, every four months.
- (b) The first installment to eligible beneficiaries during this financial year 2018-19 shall be for the period from 01.12.2018 to 31.03.2019.

2.3 Definition

A Small and Marginal landholder farmer family is defined as “a family comprising of husband, wife and minor children who collectively own cultivable land upto 2 hectare as per land records of the concerned State/UT”. The existing land-ownership system will be used for identification of beneficiaries for calculation of benefit.

2.4 Exclusions

2.4.1 The following categories of beneficiaries of higher economic status shall not be eligible for benefit under the scheme:

- (a) All Institutional Land holders; and

- (b) Farmer families in which one or more of its members belong to following categories :
- a) Former and present holders of constitutional posts
 - b) Former and present Ministers/ State Ministers and former/present Members of Lok Sabha/ Rajya Sabha/ State Legislative Assemblies/ State Legislative Councils, former and present Mayors of Municipal Corporations, former and present Chairpersons of District Panchayats.
 - c) All serving or retired officers and employees of Central/ State Government Ministries /Offices/Departments and its field units Central or State PSEs and Attached offices /Autonomous Institutions under Government as well as regular employees of the Local Bodies
(Excluding Multi Tasking Staff / Class IV/Group D employees)
 - d) All superannuated/retired pensioners whose monthly pension is Rs.10,000/-or more(Excluding Multi Tasking Staff / Class IV/Group D employees) of above category 2.4.1 (c)
 - e) All Persons who paid Income Tax in last assessment year.
 - f) Professionals like Doctors, Engineers, Lawyers, Chartered Accountants, and Architects registered with Professional bodies and carrying out profession by undertaking practices.

2.4.2 For the purpose of exclusion State/UT Government can certify the eligibility of the beneficiary based on self declaration by the beneficiaries. In case beneficiary is not available /does not reside in the village, State/UT Governments may consider certification based on the declaration by other adult member of his/her family. In case of incorrect self declaration, beneficiary shall be liable for recovery of transferred financial benefit and other penal actions as per law.

3. Methodology for calculation of benefit

3.1 As mentioned in Para 2.3 above, the benefit of the scheme would be provided to all Small and Marginal landholder farmer families who collectively own cultivable land upto 2 hectare as per land records of concerned State/UTs, subject to exclusions as detailed in para 2.4 above.

3.2 If within a landholding farmer family, there are land parcels owned by family members spread across different revenue records in the same or different villages, then in such cases, land will be pooled for determining the benefits under the scheme. In case of joint holding the benefit will be transferred to the bank account of the person within the family with highest quantum of landholding. If the quantum of cultivable land owned by two or more individual family members is same, the benefit will be transferred to the bank account of the elder/eldest, as the case may be, of such members of that farmer family. Few illustrative examples for the eligibility of the benefits can be seen in **Annexure-I**.

3.3 The cut-off date for determination of eligibility of beneficiaries under the scheme shall be 01.02.2019 and no changes thereafter shall be considered for eligibility of benefit under the scheme for next 5 years. However, benefit will be allowed in those cases where transfer of ownership of cultivable land takes place on account of succession due to death of the landowner.

3.4 Cases where, transfer of ownership of cultivable land has happened due to any reason which could be purchase, succession, will, gift, etc., between 01.12.2018 and 31.01.2019, shall be eligible for benefits under the scheme. However, the first installment during the financial year (2018-19) shall be proportionate amount from date of transfer till 31.03.2019 with respect to the 4 months period.

3.5 In some of the North Eastern States, the land ownership rights are community based and it might not be possible to assess the quantum of Land holder farmers. In such States an alternate implementation mechanism for eligibility of the farmers will be developed and approved by the Committee of Union Ministers of Ministry of Development of North East Region (DoNER), Ministry of Land Resources, Union Agriculture Minister and concerned State Chief Ministers or their Ministerial representative, based on the proposal by the concerned North Eastern States.

4. Strategy for Implementation

4.1 Responsibility of identifying the landholder farmer family eligible for benefit under the scheme shall be of the State/UT Government. The States shall prepare database of eligible beneficiary landholder farmer families in the villages capturing the Name, Age, Gender, Category (SC/ST) , Aadhaar Number (in case Aadhaar Number has not been issued then Aadhaar Enrollment Number together with any other prescribed documents for purposes of the identification such as Driving Licence, Voters' ID Card, NREGA Job Card, or any other identification documents issued by Central/State/UT Governments or their authorities, etc.), Bank Account Number, IFSC Code. Though mobile number is not mandatory but it is advised that when available it may be captured so that the information related to sanction/transfer of benefit can be communicated. In case of beneficiaries in States of Assam, Meghalaya, J&K where Aadhaar number has not been issued to most of the citizens, Aadhaar number shall be collected for those beneficiaries where it is available and for others alternate prescribed documents can be collected for identity verification purposes. States/UTs shall ensure that there is no duplication of the payment transferred to eligible families. Speedy reconciliation in case of wrong/incomplete bank details of the beneficiary should be ensured.

4.2 For the purpose of exclusion States may device their own modalities. However, they have to take a self declaration from the beneficiaries as detailed in par 2.4.2 above. In the said self declaration taken by the States/UT Governments an undertaking should also be included wherein

the consent of the beneficiaries should be taken for using the Aadhaar number for verification of his eligibility for the scheme with the concerned agencies. This consent of the beneficiary should be “to agree that the department responsible for implementation of the Pradhan Mantri Kisan Samman Nidhi Yojana in Union Govt or the State Government / Union Territory Administration can use the beneficiary Aadhaar number and other information provided in the declaration to verify the eligibility of the beneficiary for scheme as per extant scheme guidelines with the concerned agencies”.

4.3 The existing land-ownership system in the concerned State/UT will be used for identification of beneficiaries. Accordingly, it is of utmost importance that the land records are clear and updated. Further, State/UT Governments would also expedite the progress of digitization of the land records and linking the same with Aadhaar as well as bank details of the beneficiaries.

4.4 The lists of eligible beneficiaries would be published at the village level to ensure transparency. Small and Marginal Farmer families who are eligible but have been excluded should be provide an opportunity to represent their case.

5. Review, Monitoring and Grievance Redressal Mechanism

5.1 There will be a stratified review/monitoring mechanism at National, State and District Level. At the National level, the Review Committee will be headed by Cabinet Secretary. The States shall notify the State and District Level Review / Monitoring Committee.

5.2 The States shall also notify State and District Level Grievance Redressal Monitoring Committees for looking into all the grievances related to implementation of the scheme. Any grievances or complaints which are received should be disposed off on merit preferably within two weeks time.

6. Setting up of Project Monitoring Unit (PMU)

6.1 A Project Monitoring Unit (PMU) at Central level will be set up in DAC&FW. This PMU shall be tasked with the responsibility of overall monitoring of the scheme and shall be headed by Chief Executive Officer (CEO). PMU shall also undertake publicity campaign (Information, Education and Communication-IEC).

6.2 Each State/UT Government will designate a Nodal Department for implementation of the scheme and coordinating with Central Government with regard to implementation of the Scheme.

6.3 On the lines of PMU at central level, States/UTs may consider setting up dedicated Project Monitoring Units at State/UT Level. 0.25% of the amount earmarked for the first installment and 0.125% for the subsequent installments can be transferred by GoI to State/UT Government to cover the expenditure on their PMUs, if established and for meeting other related administrative expenses including cost to be incurred for procurement of stationary, field verification, filling of prescribed formats, their certification and its uploading as well as incentive for field functionaries, publicity, etc. States/UTs will furnish the details of the account to which Administrative Charges are credited by the Central Government. The administrative charges payable to the States/UTs will be provided by Government of India- based on the volume of work and the number of beneficiaries.

7. PM Kisan Portal for implementation of the scheme (Beneficiary Details uploading by State)

(a) Beneficiaries under the scheme are to be identified by the respective State/UT. The details of farmers are being maintained by the States/UTs either in electronic form or in manual register. To make integrated platform available in the country to assist in benefit transfer, a platform named **PM Kisan Portal** available at URL(<http://pmkisan.nic.in>) shall be launched for uploading the SMF details at a single web portal in a uniform Structure.

(b) The PM Kisan Portal has been conceptualised with the following objectives -

1. To provide verified and single source of truth on SMF details at the portal.
2. Timely assistance to the farmers in farm operation
3. A unified e-platform for transferring of cash benefits into farmers bank account through PFMS integration.
4. Location wise availability of benefited farmers list.
5. Ease of monitoring across the country on fund transaction details.

(c) **PM Kisan Portal :**

The following farmer attributes need to be entered in the Portal:

Farmer Attributes: (Essential):

State, District, Sub-District/Block, Village, Farmer Name, Type of Identity –Aadhaar Number and in case Aadhaar not available, Aadhaar enrollment number with any other ID proof like Voter ID etc, Gender, Category, IFSC Code, Bank Account Number.

Farmer Attributes (Optional):

Father name, Address, Mobile Number, Date of Birth/Age, Farm-Size in Hectare, Survey Number, Khasra Number

Optional attributes such as Mobile number can be utilized for SMS alerts. Other optional attributes may be used for purpose of future requirement. However, these attributes are not essential for purpose of transfer of benefits as States/UTs are certifying that beneficiaries are eligible for transfer of benefit.

These attributes are illustrated on PM KISAN Portal <http://pmkisan.nic.in> as follows

The screenshot shows the PM Kisan Samman Nidhi Portal interface. At the top, there is a navigation bar with links for HOME, ABOUT US, DOWNLOAD, CONTACT US, and LOGIN. Below this is a header section with the PM Kisan Samman Nidhi Portal logo and the text: "Department of Agriculture, Cooperation & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Government of India". The main content area displays the "Farmer Registration Form" for a user named "Mr Rama Reddy". The form is divided into "Mandatory" and "Optional" sections. The "Mandatory" section includes fields for State (ANDHRA PRADESH), District (ANANTAPUR), Sub-District (---Select Sub District---), Block (AGALI), and Village (---). Below these are fields for Farmer Name (Farmer Name), Gender (---Select Gender---), Category (---Select Category---), Identity Proof (---Select Identity Proof---), Identity Proof No. (Aadhar Number), IFSC Code (IFSC Code), and Account No. (Account No.). The "Optional" section includes fields for Father/Mother/Husband Name (Father's Name), Address (Address), Mobile No (Mobile), Age/DOB (DDMMYYYY), Ownership (Land Holding) (Single and Joint), Survey/Khata No. (Survey/Khata No.), and Khasra/ Drag No. (Khasra/ Drag No.). At the bottom of the form are buttons for "Submit for Aadhar Authentication", "Save", and "Reset". The footer of the page contains the NIC National Informatics Centre logo and the text: "Site is designed and hosted by National Informatics Centre. Contents published and managed by Department of Agriculture, Cooperation & Farmers Welfare, Ministry of Agriculture and Farmers Welfare, Government of India. All rights reserved. For any query and Suggestions Please write to agri-dat[at]gov[dot]in".

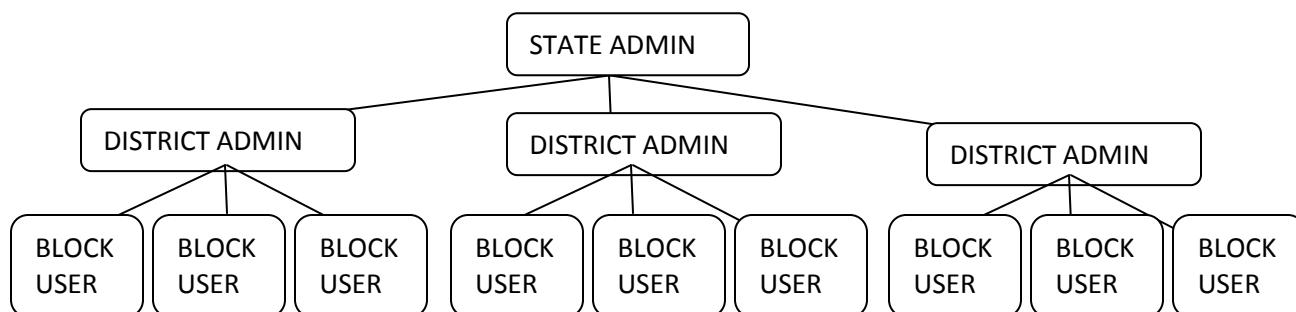
2. There are 3 ways through which a State/UT can onboard on the PM Kisan Portal:
 - (a) If a State/UT has village/district wise list of SMF, they may upload the same in a pre-defined format and with the help of local NIC State Unit.
 - (b) Some existing data of farmers is already available on the PM Kisan Portal (like Pradhan Mantri Fasal Bima Yojana, Soil Health Card etc.) which will be visible on selection of States/Districts/Village. States/UTs which do not have their own list may use this village-wise list of farmers as provided on the portal and edit the same to finalize the SMF list. For this the correction window shall be available at PM Kisan portal for authorized users of District and Block. Socio Economic and Caste Census (SECC), can also be utilized for this purpose.

State/UT wise status of number of farmer records shall be available at <http://pmkisan.nic.in>.

- (c) If States/UTs want to make fresh entry of a farmer, provision is there for registration of these farmers in a defined and standardized format.

(d) **Records preparation process through PM-KISAN Portal:**

1. State admin and District admin need to be identified for creation of login credentials or approval of login credentials in case of self registration by District and Block/Tehsil/Taluka officials.



2. Farmers list as available on the portal shall be available at Block/Tehsil/Taluka level official's login.
3. Search facility will also be available to get details on Farmers by Name, Aadhaar Number or Mobile Number in case PM KISAN Portal data is being used. Facility to add new Farmers details shall be available, if details are not found in the list.
4. The verified list shall be e-signed by the District level or block/tehsil/taluka level officials as the case may be. The **exclusion categories specified in scheme guidelines** also need to be taken care before e-signing the verified farmers list.
5. The States Nodal Officer shall submit a district wise e-Signed list of SMF to Program Division of DAC&FW through PM Kisan Portal.

8. Modalities for transfer of benefit

8.1 The funds pertaining to income support benefit as well as administrative charges shall be released from Govt. of India to the States designated account/mechanism. The benefit shall be transferred by Government of India to the beneficiaries through a mechanism wherein district-wise beneficiaries lists shall be certified and uploaded by the States/UTs and the funds will be electronically transferred via State Notional Account (similar to Mahatma Gandhi National Rural Employment Guarantee Scheme (MNREGS)) to the beneficiary' Aadhaar enabled DBT bank account through Aadhaar Payment Bridge (APB). In case where the Aadhaar number of the beneficiary is not on the APB, benefit will be transferred directly into the bank account of the beneficiary provided by the State/UT Government for the first installment for the period up to 31 March, 2019 and thereafter the beneficiary account shall mandatorily have to be verified with Aadhaar and brought on to the Aadhaar Payment Bridge except for States of J&K, Meghalaya and Assam. For ease of implementation the States may consider assigning the job of sponsoring bank for the scheme to the same bank being used by concerned State for MNREGS.

8.2 The amount due to the beneficiaries under the scheme is to be paid directly into their bank account through the mechanism of Direct Benefit Transfer (DBT). The amount will flow to the account of the beneficiaries, held in destination banks, through the accredited bank of Department and sponsoring bank of the State/UT, using PFMS portal. The destination bank can be a Schedule Bank, Post office, Rural Bank, Cooperative Bank or any other Financial Institution.

8.3 The important steps to be taken by State/UT Governments and Union Governments, for timely payment into the beneficiary account are listed below:

A. State/UT Government:

- i. State/UT Governments are to identify the beneficiaries and upload the beneficiary details on the web portal of the scheme.
- ii. Correctness of beneficiary details is to be ensured by State/UT Governments. Further, speedy reconciliation in case of wrong/incomplete bank details of the beneficiary should be ensured.
- iii. For facilitating payment, Fund Transfer Order (FTO) for the total amount in a batch of beneficiaries, is to be signed by State/UT, on the web portal of the scheme.
- iv. State/UT Governments are also required to identify a bank in each State/UT and designate it as sponsoring bank for this scheme. States may consider designating the same bank being used for transfer of fund for MNRGES as sponsoring bank for this scheme.

- v. The bank to be designated as sponsoring bank, is to have well developed IT systems with the capabilities of integration with web portal of the scheme and Public Financial Management System (PFMS).
- vi. Details of sponsoring bank along with IFSC code and bank account number in which funds are to be transferred are to be provided to the Department.
- vii. States/UT Governments are to authorise the sponsoring bank to directly transmit the amount received under the scheme to destination banks, having beneficiary account.
- viii. The sponsoring bank is to transmit the funds to destination bank soon after the same are received by it.

B. Union Government:

- I. The Programme Division in the Department is to issue Sanction Order on the basis of FTOs received from States/UTs.
- II. The beneficiary account is to be credited periodically after the issuance of the Sanction Order.
- III. Beneficiary would be intimated about credit of amount to his account by Short Messaging Service (SMS).
- IV. The confirmation of credit to the beneficiary account would be received back by the Department on the day next to the day of credit to the beneficiary account.
- V. Failed/unsuccessful transactions would be reported back by the banking system to the Department, on the day next to the day of reporting of the successful transactions, along with amount involved.
- VI. Details of failed transactions would be made available to States/UTs for further verification of beneficiary details and reprocessing.

8.2 The beneficiary lists would be displayed at Panchayats to ensure greater transparency and information. Further, States/UTs would notify the sanction of benefit to the beneficiary through system generated SMS. In cases of complaints/grievances emanating subsequent to publication of beneficiary list, the same should be addressed and remedial action taken expeditiously. Efforts should be undertaken by State/UT Governments to ensure random checking for around 5% of the beneficiary for the eligibility during the year by Supervisory officers.

9. Timelines

9.1 For transfer of benefits of the first installment (for the period from 01.12.2018 to 31.03.2019), States/UTs are expected to take immediate steps for finalization of eligible beneficiaries' lists and uploading of the same on the PM Kisan portal by 25th February, 2019, so that the benefits may be transferred into the accounts of beneficiaries thereafter.

10. **Validity of the list of beneficiaries**

10.1 This list of beneficiaries prepared by States/UTs for transfer of first installment shall be valid for one year. However, States/UTs can upload names of eligible beneficiaries who have been identified subsequently. States/UTs should also implement a mechanism to ensure revision of the name of the beneficiary list in case of mutation /changes in the land record after uploading list on the portal for updation of the eligible beneficiary details for such lands as per above para 3.3. It should be noted that after 01.02.2019 benefit will be allowed to transferees only on succession due to death as detailed in para 3.3.

Different Scenarios for computation of benefit to eligible beneficiaries

(Amount in Rs.)

Scenario	Benefit per annum
In case of landholding of 10 hectare owned by a single farmer family.	No benefit
In case of landholding of 10 hectare owned by 5 families each owning 2 hectare.	Rs. 6000 to each family
In case of landholding of 16 hectare owned by 12 families with 4 families owning 1 hectare each and other 8 families owning 1.5 hectare each.	Rs. 6000 to each family
In case of landholding of 1.8 hectare in different parcels owned by family members are spread across different revenue records in the same or different villages.	Rs. 6000 to each family
In case of land holding of 10 hectare owned by 4 families 1 family owns 5.5 hectare and other 3 families own 1.5 hectare each.	Family owing 5.5 hectare- No benefit Other 3 families owing 1.5 hectare each - Rs.6000 each.
If transfer of ownership of lands take place on account of sale/succession, etc. on 5th of January, 2019.	Proportionate benefit of first installment (for two months and 25 days only) shall be eligible to the new land owner.
If there is a landowner having 1.5 hectare cultivable land but spouse of the landowner is in exclusion list detailed in para 2.4.1 of the Guidelines	No benefit.
