

**GOVERNMENT OF WEST BENGAL**  
**DIRECTORATE OF FOOD PROCESSING INDUSTRIES**  
**BENFISH TOWER 4<sup>TH</sup> FLOOR, GN-31, SECTOR- v, SALT LAKE, KOLKATA-700 091**

Memo No. 254/FPI

Date: 11/01/2024

Directorate of Food Processing Industries, Government of West Bengal (DFPI) is the State Nodal Agency to implement a Centrally Sponsored Scheme 'PM Formalization of Micro Food Processing Enterprises'. The objective of the scheme is to enhance competitiveness of micro food processing enterprises and promote formalization of the sector. To promote the scheme and extend hand-holding support to potential beneficiaries availing financial support under the scheme, a number of District Resource Persons (DRP) have been empanelled.

Now, DFPI is inviting applications for further empanelment of DRPs in all Districts of West Bengal as per approved terms.

Eligibility criteria, detailed terms & conditions and application form can be downloaded from ([www.wbfpih.gov.in](http://www.wbfpih.gov.in) / [www.ipshabengal.com](http://www.ipshabengal.com)).

Interested eligible candidates/organizations are requested to submit application through email ([wbpmedrp@gmail.com](mailto:wbpmedrp@gmail.com)) as per prescribed proforma along with scanned copies of (i) Photo identity proof (ii) Address Proof (iii) Qualification & Experience of candidates on 31/01/2024 at 5.00 p.m. positively. Chambers of Commerce and NGOs with expertise and experience may also apply. No application will be entertained after the stipulated date and time.

  
Director (Food Processing Industries)



**GOVERNMENT OF WEST BENGAL**  
**DIRECTORATE OF FOOD PROCESSING INDUSTRIES**  
**BENFISH TOWER 4<sup>TH</sup> FLOOR, GN-31, SECTOR- v, SALT LAKE, KOLKATA - 700091**

**Terms & Conditions for engagement of 'District Resource Persons (DRPs)' under PMFME Scheme**

**Background**

Directorate of Food Processing Industries under Department of Food Processing Industries and Horticulture, Government of West Bengal is the designated 'State Nodal Agency' for implementation of new Centrally Sponsored 'PM Formalization of Micro Food Processing Enterprises Scheme (PM FME)'. The aim and objective of the Scheme is to enhance the competitiveness of existing/new individual micro enterprises in the unorganized segment of food processing industry and promote formalization of the sector. Credit Linked Capital Subsidy @ 35%, max. Rs. 10 lakh to individuals and upto Rs. 3 Cr. to Groups for construction of common infrastructure (Farmer Producer Organizations (FPOs), Self Help Groups (SHGs), Producers Cooperatives and Govt. Agencies) is provided for up-gradation of existing unit or setting up of new food processing unit/infrastructure. The information about the Scheme can be seen from the portal of Ministry of Food Processing Industries, Govt. of India [www.pmfme.mofpi.gov.in](http://www.pmfme.mofpi.gov.in) , [www.wbfpih.gov.in](http://www.wbfpih.gov.in)

**District Resource Persons (DRPs)**

**Roles and Responsibilities**

- 1) Identification and facilitation of applications for availing credit linked subsidy.
- 2) Hand holding micro enterprises in preparation of Detailed Project Reports(DPRs) and getting bank loan sanctioned.
- 3) Facilitating up gradation and formalization of the unit by getting necessary regulatory approvals & certifications etc. like FSSAI, Udhyaam, GST, as applicable.
- 4) Facilitating training of the beneficiaries or mobilizing the beneficiaries (trainees) for training in coordination with SNA/ SLTI or Designated Training Agency.
- 5) Assessment of beneficiaries (trainees) at the time of Training of Beneficiaries- DRPs shall visit the training programme and certify the attendance of the trainees.



### **Qualification in order of preference**

- 1) Degree/Diploma in Food Technology with experience or without experience  
or
- 2) Degree in Agriculture with experience in food technology & preparation of DPR.  
or
- 3) Bachelor's equivalent degree in any field with relevant knowledge/experience in DPR preparation.  
or
- 4) Any suitable person(s) like retired Govt./Bank Officials, Insurance agents, Bank Mitras, individual professionals etc. facilitating / handholding the individual micro food processing enterprises/applicants.

### **Payment / Incentive**

Payment of Rs. 20,000/- to the DRPs would be given in 2 installments i.e. 50% of the payment would be made after sanction of bank loan and remaining 50% after the completion of the Unit and also obtaining FSSAI, GST & Udyog Aadhar registration.

There is no fixed monthly remuneration or TA/DA except the above payment. In no case, you will be treated as an employee of Government of West Bengal in any manner whatsoever.

### **Other eligibility**

Should be a resident of West Bengal and minimum 21 years of age. DRP should be familiar with the local language (Bengali/ Nepali in case of hill areas of West Bengal).

### **How to apply**

Candidates /organizations are applying for empanelment as DRP must mention the name of district he/she/organization likes to be engaged.

Interested eligible candidates/organizations are requested to submit applications through email ([wbpmedrp@gmail.com](mailto:wbpmedrp@gmail.com)) as per prescribed proforma along with scanned copies of (i) Photo identity proof (ii) Address Proof (iii) Qualification & Experience of candidates on 31/01/2024 at 5.00 p.m. positively. Chambers of Commerce and NGOs with expertise and experience may also apply. No application will be entertained after the stipulated date and time. Organizations submitting applications must submit a forwarding letter along with list of applications as mentioned above and supporting documents of organizations and credentials.

Shortlisted candidates/organizations will be called by respective district nodal officer, PMFME Scheme for empanelment.



## Prescribed format of Application (Resource Person)

1. Name of Applicant:		Photo		
2. Date of Birth:				
3. Father/Mother/Husband/Wife name:				
4. Permanent Address:				
5. Aadhar Number*:				
6. PAN Number*:				
7. Education*:				
8. Work experience*:				
9. Languages known:				
Degree/ Diploma* (attach self attested copies)	Institute		Year of passing	
Language	Speak	Read	Write	
10. Preference for District: a) _____ b) _____ c) _____				
11. Employment Record*:				
From	To	Employer	Position held	Work undertaken (Brief)
12. Certification:				
I, the undersigned, certify that to the best of my knowledge and belief, the above information is correct. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.				
Date:		Place:		
Contact No. Email id:				
Signature of Applicant (with full name)				

\*Note: Kindly send the relevant documents along with this Performa via email [wbpmfmedrp@gmail.com](mailto:wbpmfmedrp@gmail.com)