

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY
(MINISTRY OF COMMERCE & INDUSTRY GOVT. OF INDIA)
PANAMPILLY NAGAR, KOCHI

File No: QC-ELAB/GEN/1/2022-QC

09/11/2022

CIRCULAR

PROTOCOL OF PRE-HARVEST TESTING
(For the reference of MPEDA officials)

1. The farmers who require Pre Harvest Test Certificate for their aquaculture produce may at first update their email and mobile number in the Farmer log in page of the PHT Online System by clicking on to the link "Click here to Update Farmer Mobile Number" given at the bottom of the webpage (http://e-mpeda.nic.in/PHTOnlineSystem/Pht_Login_Farmer.aspx).
2. Only two farms can be linked to one mobile number.
3. There should be a **minimum gap of 5 days** between the date of sampling request by the farmer and the tentative/expected date of harvest.
4. After updation of email and mobile number, the farmer shall login and request for sampling and PHT certificate in the webpage (http://e-mpeda.nic.in/PHTOnlineSystem/Pht_Login_Farmer.aspx)
5. The farmer has to enter the Farm enrollment number and the security code displayed on the screen to generate an OTP.
6. Upon receipt of OTP in his / her registered mobile number, the farmer shall enter the OTP number received and the new security code displayed on the screen to log in to the portal.
7. For placing a new sampling request, farmer shall click the "PHT Request" on the top 'Menu', which will give pop-down options of "New" and Edit". The farmer shall select item "New" of the Menu.
8. Since the farmer has registered and logged in with his / her mobile number, the farm details are automatically populated from the enrollment data base.
9. The name of the nearest ELISA Lab to which the request will be sent is displayed in the 'Request details" section of the page.

10. The farmer may fill in details such as pond ID, Year of allocation, tentative date of harvest, date of stocking, species of shrimp, size of shrimp, water spread area (WSA), number of ponds intended to harvest, type of harvest (full harvest/ partial harvest), expected production, source of seed etc. by keying in the text or by selecting the drop down menu.
11. All the fields with * (asterisk symbol) are mandatory.
12. After making the entries, the farmer may click 'Submit request' button at the bottom of the page to move on the payment screen.
13. Before proceeding with the payment, the farmer is given an option to verify and edit the details displayed by clicking on the "Modify request' button at the bottom right portion of the screen.
14. If any corrections are required, farmer can make the corrections and submit again.
15. After verifying entered details, the farmer can make the payment by clicking on the "Proceed for payment" button at the bottom of the page displayed.
16. Farmer shall check / tick the box of 'Terms and Conditions' and make the payment.
17. The farmer shall pay the prescribed testing fee & GST using any of the payment options such as Debit Card / Credit Card/ Internet Banking / QR Code / UPI interface etc. following the instructions of the payment gateway.
18. After successful payment of the fee, an invoice will be generated by the system and sent automatically to the registered email id of the farmer and to the concerned laboratory.
19. A SMS alert will also be received at the registered mobile number of the farmer.
20. Upon successful payment, the system automatically generates a “**Sample request**” (Indent) with a “**Request ID**” to the concerned ELISA laboratory and also sends an “**SMS**” message to the farmer in this regard.
21. Upon receipt of sampling request, the ELISA laboratory shall initiate the sampling proceedings.
22. Laboratory in-Charge has to cross verify the details in “Sample request” with the farm data already available in MPEDA e-PHT portal and generate a “**Sample Note**” in the e-PHT portal, which include farm location, farm ID, Farmer name etc. Sample note will be issued to the sampler by the official in-charge for the sampling.

23. Once the sample note is generated a "SMS" message will be received by the sampler assigned as well as by the farmer.
24. Sampler will visit the farm as per the details given in the sample note. He will also collect other available information from the ELISA Laboratory regarding the Farmer, farm location and important land mark nearby farm etc. in order to reach the exact farm.
25. As soon as Sampler reaches the farm, the sampler shall verify the original MPEDA acknowledgment/ original MPEDA enrollment card of the farmer and ensure the authenticity of the farmer and farm.
26. Sample request will be rejected if (a) the farmer details do not match the farmer details as per original MPEDA acknowledgment / original MPEDA enrollment card of the farmer (b) sampler notices that the farmer has done any alteration of farm / pond / pond no. compared to the request placed by the farmer (c) if the harvest is done by the farmer prior to sampling by ELISA lab sampler.
27. In case of rejection of PHT sampling requests for any of the above instances as 26 (a), 26 (b) and 26 (c), laboratory in-charge of ELISA laboratory shall deduct 50% of the basic testing fee paid by the farmer.
28. The Sampler shall use the GPS provided by the ELISA lab to identify the farm. He shall use it for tracking and for capturing the way points of the farm from a corner of each pond. Four way points to be taken by the GPS by standing in each corner of the pond to identify the pond. However, if minimum two way points from any two adjacent bunds of a single pond provides the identity of the pond, that will be sufficient.
29. After recording way points, Sampler shall draw sample of minimum 250 gm of the cultured shrimp from the pond for which sample request is generated. Sample should be a composite of shrimps collected from 4 to 5 locations in the pond. Sample netting may be done in the pond at equidistant places.
30. Collected samples shall be put in a HDPE bag supplied by the ELISA lab and wrapped with aluminum foil and sealed with sticker of MPEDA (provided by ELISA lab). Write the code number for identification and pack it appropriately for transfer to the designated lab.
31. If the farmer requires to draw a reference sample to be kept in his custody, he shall place a separate request by email or letter on the same day of placing the sampling request to the concerned ELISA lab.
32. In case a farmer requests for a reference sample to be retained with him / her, the sampler shall draw a representative sample of 500 grams, divide it into two equal parts of 250 grams each, pack one part of the 250 grams for analysis in the ELISA lab as mentioned above, and the other part of 250 grams may be handed

over to the farmer in a sealed cover/container with the code number to be kept in the custody of the farmer with the condition that the sample shall be preserved by the farmer in a deep freezer at -18 to -20 deg C , with its seal intact.

33. An acknowledgement in the prescribed format shall be obtained by the sampler from the farmer for the reference sample handed over to the him / her as per request.
34. Samples shall not be drawn from any farm/pond for more than three occasions during one year period, unless MPEDA issues specific instructions. Generally, there shall be minimum four months gap in between two harvests, for drawl of samples for screening and issue of PHTC, except in the case of partial harvest.
35. In case the farmer claims of a of higher production, the system will generate an e-mail alert automatically indicating the excess production. The alert will be sent to concerned RD/SRD of MPEDA. Based on the alert, the concerned RD/SRD shall visit the farm and assess the production. The officials of RD/SRD who has assessed the higher production will enter the assessed production in e-PHT portal for HO approval. On approval by HO, the concerned ELISA Lab will issue PHT certificate to the farmer.
36. For traditional farms, the harvest percentages are relaxed and provide fields for the applicants to enter a harvest percentage manually, but not exceeding 20% at a given time. Accordingly, a traditional farm in West Bengal that harvests upto 20 times per year may prefer to enter a value of 5% or 10% each time ie., 10% or max. 20% in a month. Similarly, a traditional farm in Kerala may prefer to enter 10% or 20% each time they intend to harvest and the monthly harvest will be max. 40%. The above are subjected to the quantity ceiling fixed per Ha area per month as decided for the states (100kg/Ha/ month for West Bengal & 100kg/Ha/ month during February, March & April, and 70kg/Ha/ month during the remaining months for Kerala), which will be monitored. The system will also ensure that the sum of percentages entered does not exceed 100% at the end of harvest.
37. On receipt of sample at ELISA laboratory, Lab In-charge shall download the data from GPS and verify the way points and confirm that the sample was collected by the assigned sampler from the requested pond.
38. Lab In-charge shall also check critical requirements of sample such as temperature, weight, labeling, and condition of seal etc. as per the sample acceptance criteria before physically accepting the sample. In case of discrepancies noticed in the critical requirements in the sample, the lab In-charge may reject it and report to concerned QC Laboratory and Lab Section, HO.
39. Lab In-charge will enter the details of the collected sample such as its weight, species, farm enrollment ID in the e-PHT portal of MPEDA and system will generate a “**Sample ID**” for the particular sample. Further, based on the sample ID, a “**JOB order**” will be generated by the e-PHT website. For each sample,

Job orders are generated with Job order numbers, without mentioning sample ID, Farm details, Farmer details etc in order to keep the confidentiality of sample and farmer.

40. The job order is allocated to the analysts using the Scientist Allocation Option in the e-PHT website by the Laboratory In-charge and also has to divide the 250g sample as 150g and 100g. 150g sample will be taken and homogenized for testing and balance 100g will be stored as such in Deep Freezer (-20⁰C) as remnant sample. The remnant sample (100g) and the test sample (150g) should bear the same sample code.
41. Once the Job Order is issued, Analyst shall start the sample extraction and then carry out the ELISA analysis.
42. The analysis shall be completed and test report shall be issued within 4 working days from the date of issue of Job Order. This condition is waived in case of (i) positive cases reported after analysis that warrants confirmatory tests, (ii) equipment breakdown and (iii) sub contracting the analysis to another ELISA lab of MPEDA
43. In case the laboratory is not able to do analysis due to breakdown of machine OR due to any unforeseen reasons, the non-functional laboratory can collect and receive the sample as per the protocol and also issue a sample note through e-PHT portal. However, the sample note has to be sent to another nearby laboratory through e-PHT portal for analysis. For that, after generating sample note ID, the laboratory In-charge of non-functional ELISA laboratory has to select individual sample ID in e-PHT portal and choose a functional ELISA laboratory using the provision “**sub-contract**” and submit the sample. The functional laboratory will get the Sample note generated by non-functional laboratory and will issue the job order to their analyst. An email automatically generated by e-PHT portal will also be received by the functional laboratory regarding the dispatch of samples on subcontract. Meanwhile, physical sample has to be packed and dispatched to the functional laboratory along with necessary identification code and documents by the non-functional laboratory.
44. ELISA test result will be based on the “cut-off Level” of the ELISA Laboratory as per the “*Community reference residues 2010*” and the Lab In-charge will enter the result in the provision “**Test result**” in e-PHT website and the report will be generated and the same shall be printed. A system generated “**SMS**” alert will be sent to the farmer on generation of test result.
45. Test report has a system generated QR-code and NABL symbol (in case of NABL accredited ELISA Laboratory).
46. The Lab in-charge or authorized signatory shall print the Pre Harvest Test certificate and affix his / her physical signature on it in the designated place.

47. For ELISA labs wherein the authorized signatories have e-token (DSC), they shall sign the PHT certificate digitally. In such cases, the PHT certificate shall be printed after digitally signing it.
48. After signing, the Lab In-charge or authorized signatory shall affix the required seals (name & designation and lab seal) on the test report in the designated place.
49. Afterwards, Lab In-charge or authorized signatory has to affix a two channel Hologram, provided by the Head Office of MPEDA to the ELISA lab, in the space earmarked for it in the certificate.
50. Lab In-charge or authorized signatory shall ensure that the 6-digit serial number of PHT certificate tallies with the serial number of the hologram affixed.
51. The PHT certificate number depicts the ELISA lab code followed by lab-wise serial number of the certificate and the year of issue indicated in last 2 digits. For eg., a PHT certificate with Number EL021/123456/21 is decoded as below.

EL021	123456	21
Lab code	serial number of the certificate generated by the system	2021- year of issue

52. Lab In-charge or authorized signatory may then upload the certificate on to the portal, which can be viewed by the farmer under "Reports" in the top Menu after logging in.
53. The ORIGINAL physical copy of the PHT Certificate shall be handed over in a clean envelope of appropriate size only to the farmer or a person properly authorized by the farmer after collecting a copy of the farm enrollment acknowledgement or enrollment card and a valid ID proof of the person authorised to collect the certificate on behalf of the farmer. The farmer or his / her authorised representative shall acknowledge the receipt of the PHT certificate in the concerned register maintained by the ELISA laboratory.
54. The PHT certificate issued by the ELISA Lab is valid for 20 days from the date of issue, unless otherwise approved by Competent Authority.
55. The analyst will have to save a copy of the PHT certificate as a pdf file in a particular folder of farmer.
56. If the ELISA test is found to be negative (screen negative), the remnant sample should be kept for future reference in the deep freezer for another twenty days (20) before it is discarded by the ELISA lab.
57. If any sample is found ELISA positive (screen positive) for the presence of antibiotic residue, the remnant sample will be sent in sealed condition by the

- concerned ELISA Screening Laboratory to the MPEDA Quality Control Labs at Bhimavaram / Nellore / Cochin / Bhubaneswar / Porbandar as per jurisdiction for carrying out the confirmatory test by LC MS/MS equipment. For that the Lab In-charge has to enter the ELISA screen positive results in the e-PHT portal and select the QC Laboratory as per the jurisdiction where he/she has to send the sample and choose the provision “**Sample despatch**” and submit.
58. As soon as the analysis is finished by QC Laboratory, QC lab personnel has to enter the test result in the e-PHT website where the provision for that is provided.
 59. After entry of the LCMS/MS result by QC lab personnel, the Lab in-charge or authorized signatory of the ELISA lab has to submit the final result in the e-PHT portal. In such cases, a combined test report (ELISA and LCMS/MS results) will be generated from the e-PHT website.
 60. If the sample is found ELISA positive and confirmed negative by LC MS/MS test in MPEDA QC lab, the ELISA Lab shall issue the test certificate for the sample to the farmer indicating the sample as compliant, ie. the sample does not contain the residues of the antibiotics, as per the specified limit (s).
 61. Once the combined test report is generated, the Lab in-charge or authorized signatory of the ELISA lab shall affix signature, seals and hologram on the printed certificate as explained vide sl.no. 44-48 above, and further upload the certificate on the e-PHT portal. The test report will be issued to the farmer or his / her authorized representative following the procedure as explained in sl. no. 52 above.
 62. On getting a non-compliant result as per confirmatory test by LC MS / MS method, the system (e-PHT) will generate an automatic alert to the QC Laboratory/ MPEDA Regional Division/ Sub Regional Division (assigned with the responsibility of monitoring the functioning of the ELISA Lab), Regional office of the Seafood Exporters Association of India (SEAI), President SEAI, EIC and the Department of Fisheries of the concerned state in order to ensure that the contaminated produce is not utilized.
 63. On getting a non-compliant result, a certificate to that effect will be issued to the farmer or his authorised representative following the same procedures as mentioned in sl. no. 52 above.
 64. The produce found to be non-compliant after confirmatory test by LC MS/MS method shall not be sold by the farmer for human consumption.
 65. Issue of duplicate certificate in case of loss/ damage of original PHTCs shall be against submission of the following with prior approval of MPEDA, HO Kochi. (1) A formal request given by the farmer to the respective lab within the validity period of the original Pre -Harvest Test Certificate issued (2) An affidavit / Indemnity Bond (format is Appendix I) by the farmer in Non-Judicial Stamp Paper valued at ₹ 200/- within the validity period of the original Pre -Harvest Test

Certificate (3) Copy of the complaint filed with the nearest Police station where the Pre Harvest Test Certificate is suspected to be lost along with the copy of the FIR from the police station. (4) A fee of ₹ 200/- also shall be levied for issue of duplicate certificate in lieu of the lost / damaged PHTC.

66. A penalty of 50% shall be imposed from the basic testing fee in the event of rejection of sample / sampling by the farmer/ applicant due to (1) Alteration of Farm / pond ID compared to the request placed by the farmer. (2) Completion of harvest by the farmer prior to sampling by ELISA lab sampler (3) any other instances from farmer/ applicant side which would adversely affect the standard sample procedure stipulated by MPEDA.


9.11.22.
(Dr. M KARTHIKEYAN)
DIRECTOR

Kochi -36
09/11/2022

APPENDIX- I

(to be printed in Rs. 200 Non-judicial bond paper)

INDEMNITY BOND

We hereby declare that the Pre-Harvest Test Certificate No.....issued by MPEDA ELISA Screening Laboratory..... (Speciesquantity.....) has been lost/misplaced and the said certificate if traced later will be surrendered to you.

We further declare that we are fully liable for any action in the event of misuse of the above certificate by us or on account of us.

Request to kindly issue a duplicate copy of the above certificate.

Name & signature with address

Witness:

- (1)
- (2)

Place:
