

*(Guidelines to the farmers for use of e-PHT portal)*

THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY  
(MINISTRY OF COMMERCE & INDUSTRY GOVT. OF INDIA)  
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**PROTOCOL TO BE FOLLOWED BY FARMERS TO OBTAIN PRE-HARVEST TEST  
CERTIFICATES**

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://empeda.nic.in/PHTOnlineSystem/Pht\\_Login\\_Farmer.aspx](http://empeda.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://empeda.nic.in/PHTOnlineSystem/Pht\\_Login\\_Farmer.aspx](http://empeda.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, 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 should verify and if required, 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 can 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 mobile number of the farmer in that regard.
21. Upon receipt of sampling request, the ELISA laboratory initiates the sampling proceedings.
22. Laboratory in-Charge cross verifies the details in "Sample request" with the farm data already available in MPEDA e-PHT portal and generates 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 farmer should show the sampler the original MPEDA enrollment acknowledgment or original MPEDA enrollment card of the farmer to verify and ensure the authenticity of the farmer and the 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), in-charge of ELISA laboratory will deduct 50% of the basic testing fee paid by the farmer.
28. The Sampler will use the GPS provided by the ELISA lab to identify the farm and will capture the way points of the farm.
29. After recording way points, Sampler will 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 will be put in a HDPE bag supplied by the ELISA lab and wrapped with aluminum foil and sealed with sticker of MPEDA, and coded 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 deg C, with its seal intact.
33. An acknowledgement in the prescribed format shall be given to the sampler by the farmer for the reference sample handed over to the farmer as per request.
34. In the case farmer claims of a 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 concerned ELISA Lab will issue

PHT certificate to the farmer only upon MPEDA HO approves the higher production claimed by the farmer based on the findings by the field office.

35. 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 i.e., 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.
36. ELISA test result will be based on the "cut-off Level" of the ELISA Laboratory as per the "Community reference residues 2010" and once the Lab In-charge enter the result in the e-PHT website, the report will be generated and a system generated "SMS" alert will be sent to the mobile number of the farmer upon generation of test result.
37. The ORIGINAL physical copy of the PHT Certificate will 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 authorized to collect the certificate on behalf of the farmer. The farmer or his / her authorized representative shall acknowledge the receipt of the PHT certificate in the concerned register maintained by the ELISA laboratory.
38. The PHT certificate issued by the ELISA Lab is valid for 20 days from the date of issue, unless otherwise approved by Competent Authority.
39. On getting a non-compliant result, a certificate to that effect will be issued to the farmer or his authorized representative following the same procedures as mentioned in sl. no. 37 above.
40. 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.
41. 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 issued (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 paid for issue of duplicate certificate in lieu of the lost / damaged PHTC.

42. 50% of the basic testing fee for Pre Harvest Testing remitted by farmer will be deducted before reimbursing the balance amount to the farmer in the event of failure of sampling by the authorized sampler due to (1) Alteration of Farm / pond ID compared to the online request placed by the farmer. (2) Completion of harvest by the farmer prior to arrival or sampling by ELISA lab sampler (3) any other instances from the side of farmer / applicant, which would adversely affect the standard sample procedure stipulated by MPEDA for Pre Harvest Testing and certification.

  
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..... (Species .....quantity.....) 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: