



User Manual For Seed Grower Registration

Mode 1: Seed grower can apply online through Seed producing agency. मोड 1: बीज उत्पादक, बीज उत्पादक एजेंसी के माध्यम से ऑनलाइन आवेदन कर सकते हैं।



Mode 2: Seed producing agency can directly register growers. मोड 2: बीज उत्पादक एजेंसी सीधे उत्पादकों को पंजीकृत कर सकती है।







User Manual for Online Registration by Seed Growers

Mode 1:

To login into system User need to follow the steps mentioned below -

- 1. Open URL in chrome browser: <u>https://seedtrace.gov.in</u>
- 2. Below screen will be opened. Click on "Login" button shown at the right most corner on the top of the screen.



3. When user will click on login button, it will get a popup screen, which shows different states logo. User need to click on Rajasthan State logo shown as below -



- 4. When user click on Rajasthan logo, user will redirect to Rajasthan state login page.
- User can also directly open Rajasthan state website by open the below URL in chrome browser - <u>https://seedtrace.gov.in/ms014/login?stateCode=8</u>
- 6. Here user need to click on Seed grower Registration Menu button as shown in below screen.

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- Make sure, the URL in your browser address bar begins with "https".	Thank you for getting back, please login
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can find it except for the authorized user.	🐣 User Id
- Always lock/logout your computer while leaving.	
Never install unknown or unsolicited software in your computer. Never download pirated or cracked software	🗎 password 🔹 👁
- Always use a device firewall.	Login
- Don't click on popup windows that tell you that your computer is infected with a virus	Login
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- Once a user clicks on this menu button, the user will be redirected to the Seed Grower Registration page.
- 8. Below Form Need to be filled by Seed Grower for Online Registration

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	Seed 0	Grower Registration	7
Financial Year:	Crop Season:		
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	© SATHI. All rights reserved Terms and Conditions	Privacy Policy Site Map Fees Structure Last Updated. Apr 18, 2023	

- a. Select Financial year
- b. Select Crop Season
- c. Click on New Application. Once user will click on new application button, new application form will open which user need to fill. Form is show in next screen.

9. Step1: User need to fill address for correspondence.

	प्रा RAJASTHAN STATE SEED AND ORGANIC CERTIFICATION AGENCY ORGANIC CERTIFICATION AGENCY राजस्थान राज्य वीज एवं वेविक प्रमाणीकरण संस्था	Call Us 01412227104 dir rssopca@rajasthan.gu	ov in Azadiya Amit Mahotsav
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Pin Code (Optional):		Email Id (Optional):	
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- a. User Need to fill or select the desired fields, so that system capture proper address for the correspondence of the Seed Grower. Below are the details of the respective Fields.
 - Name: Enter Full Name.
 - Fathers/Husband: Enter Fathers or Husband name.
 - **Relation**: Select relation with the person name entered above.
 - House No./Land Mark: Enter residence details.
 - District: select your residence district.
 - Block: Select your residence block.
 - Village: select your village.
 - **Seed Producing Agency**: User need to select Seed producing agency under whom he will do it's production program from drop down.
 - **Pin code**: User will enter pin code of residence.
 - Email id: User will enter email id.
 - Mobile No: user will enter mobile no.
 - Alternate Mobile No: This is not a mandatory field, users can provide other number also.
 - Aadhaar Number: Users need to provide aadhaar Number for verifying correct details.
- b. After filling all fields user will click on next button
- c. User will move to the next step where the user can see the screen for adding desired crop.

10. Step2: Add Crop related information

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Add Crop < Back Save	Area (in acre) *:				
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			< Back Save		

a. In this screen user will select the desired crop and click on button below "Add Crop". Below are the details of the fields.

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				< Back	Savo				

- Source of Seeds: Here user will enter the source of seeds
- Regional Circle: Here user will select its regional circle
- **Expected Month of Sowing**: Here user will select month in which user is expecting Sowing
- **Expected of Sowing**: Here user will select in which week user is expecting Sowing
- **Crop**: Here user will select the Crop Name
- Variety: Here user will select Crop Variety related to Crop Name that user select above.
- Source Class: Here user will select source class of the crop variety
- **Class to be produced**: Here user will select class to be produced of the selected crop variety.
- **District**: Here User will select District
- Block: Here user will select Block
- Village: Here user will select Village
- **Plot No**: Here user will insert the Plot Number where user will grow seed.
- Area (in acre): Here user will input area in which user want to grow seed.
- b. Once user click on Add Crop button, the selected crop will add into grid as shown in next screen below.
- c. If user wants to add more crop he can do same process of selecting crop and click on button Add Crop.
- d. After adding crop user need to finally save the data by clicking on Save Button.
- e. When user click on save button, one popup window will come which shows Terms and conditions for the same, which user need to accept.

		Desired Crop Production Programme (sidheswar)					
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Grop *:	Variety *:	Source Class ":			Class to be pro	duced *:	
Select	 ✓ Select- 	Terms and Conditions	×	~	-Select-		~
District *:	Block *:				Plot No:		
Select	 ✓Select- 	Details mentioned in Part -1 are true and correct to the best of my knowledge. I am aware that my registration may get canceled if any discrepancy is found in the information given by me.		*			
Area (in acre) *:		Field mentioned in points no.2 and 3 of Part-1 is owned by me / my family and its revenue documents are in my / my family member's name and I am applying in my name as Seed producer farmer as Head / Karta of my family.					
		The source seed menioned in point 4 of Part-1 is procured/purchased from(name of Seed Production Agency) and the same will be sown in the field menioned in points no 2 and 3 of part-1. The raw seed produced from the seed plot menioned in points 2 and 3 of part-1 shall only be lendered to the Seed Production Agency if it is eligible for certification.					
		Me or my tamily member as my representative shall remain present at the time of held inspection of ASCODy SCO/SCO of RSSCOA and shall show him the field and all the tags or bags of utilized source seed. I am aware that my seed plot shall be liable for rejection if I failed to do so.	1				
Serial No. RO Name Crop Vari	•ty -86039	Bilateral agreement regarding the procurement of produced raw seed is made between me and Seed Production Agency. I shall accept the payable amount of raw seed incidend to Seed Production Agency by me as per bilatera agreement by any of the account payee instruments.	ak sin		Village	Area (in acre)	Remove
		Documents of land ownership/tease, source of seed sown, place and its special identity and all other information declared in Part-1, 2, 3 and 4 has been done by seed producer farmer that the furth has been confirmed and I am satisfied with 1: The allottes deep doublection program meets the othera of compact area approach. If any kind o objection, complant or wrong facts/information is found in relation to the information, then all its responsibility will be of the seed production Approgram exits harea can be canceled by the compact one approach.					Remove
	L	I agree to the terms and conditions Accept	1				
		Control of the second sec	tia. Minist	try of Ag	griculture		
		Departments. Any technology related issues or queries may be registered at https://servicedesk.nic.in/					

f. User need to click on the check box and click the Accept button to accept the conditions.

g. Once the user accepts the conditions form will be saved and the below screen will be shown with a proper message.

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Mode 2:

User need to follow the steps mentioned below -

- 1. Open URL in chrome browser: <u>https://seedtrace.gov.in</u>
- 2. Below screen will be opened. Click on LOGIN button shown at the right most corner on the top of the screen.



3. When user will click on login button, it will get a popup screen, which shows different states logo. User need to click on Rajasthan State logo shown as below -



- 4. When user click on Rajasthan logo, user will redirect to Rajasthan state login page.
- User can also directly open Rajasthan state website by open the below URL in chrome browser - <u>https://seedtrace.gov.in/ms014/login?stateCode=8</u>
- 6. Here user can fill the login details to enter into dashboard.



- 7. User Id User will enter correct user id that has been provided by admin
- 8. **Password -** User will enter correct password that has been provided by admin.

LOGIN

- 9. After filling User ID & Password, click on button to access the dashboard and other available options to producer agency.
- 10. Once user click on this menu button, user will be redirected to Seed Grower Registration page.
- 11. Below is the Dashboard screen which Producer agency will get after login into system.



12. From the right Menu, click on Registration menu, user will see submenus under it. Click on Seed Grower Registration. Click on it and below screen will open.

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NATIONAL SEEDS CORPORATION AJMER	Announcement
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13. Click on New Grower Button on screen and user will get new screen in which he can create new grower.

Step1: User need to fill address for correspondence

	SCAPNIC	=			National Seeds Corporation AJMER -
	NATIONAL SEEDS CORPORATION AJMER	Announcement			
-	ONLINE		Address of Correspond	ience of the Seed Grower	
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		Agriculture Departments. Any technology related issues or queries	may be registered at https://servicedesk.nic.in/.		

- a. User Need to fill or select the desired fields, so that system capture proper address for the correspondence of the Seed Grower. Below are the details of the respective Fields.
 - Name: Enter Full Name
 - Fathers/Husband: Enter Fathers or Husband name
 - **Relation**: Select relation with the person name entered above
 - House No./Land Mark: Enter residence details
 - **District**: select your residence district
 - **Block**: Select your residence block
 - Village: Select your village block
 - **Pin code**: Enter pin code of residence
 - Email id: Enter your email id
 - Mobile No: Enter working mobile number
 - Alternate Mobile No: This is not mandatory field, user can provide other number also.
 - Identification Type: select what type of document Number you want to give.
 - Aadhaar Number: Enter aadhaar Number for verifying details.

- b. After filling all fields user will click on next button
- c. User will move to next step where user can will see the screen for adding further details of crop.

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Step2:Crop registration details of the Seed Grower

- a. In this screen producer will fill all the details for crop registration of Seed Grower and click on button below "Add Crop" to add in to database. Below are the details of the fields.
 - **Source of Seeds**: Enter the source of seeds
 - **Ro/Unit Office**: Select its regional/Unit office
 - Month of Sowing: Select month in which user is expecting Sowing
 - Week of Sowing: Select in which week user is expecting Sowing
 - **Crop**: Select the Crop Name
 - Variety: Select Crop Variety related to Crop Name that user select above.
 - **Source Class**: Select source class of the crop variety
 - **Class to be produced**: Select class to be produced of the selected crop variety.
 - **District**: Select District
 - Block: Select Block
 - Village: Select Village
 - **Plot No**: Enter Plot Number where user will grow seed.
 - Area (in acre): Enter area in which user want to grow seed.
- b. Once Producer fill all these details. Then there is Lot No. and Tag No. User can add multiple entries by clicking on + button. Once user add these, data will look like it is shown in below screen. Here user added 2 entries for Lot no. and Tag no.

c. User can also delete the Lot no and Tag no entry by clicking on Minus (-) Button.

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		me Cron	Variety	Source Class	Class to be produced	Plot Number	District	Block Villar	a Area (in	(ha) Actions	Remove		
	Serial No. RO Nat	and orop	variety	500100 01035		T IOT HUILDET	District	DIOOK THING	le Area (in	naj Resoluz	Remore		
	Serial No. RO Na												
	Serial No. RO Na												
	Serial No. RO Na												

- d. After adding Lot no and Tag no., User need to add Weight per bag (in Kg) and Number of Bag needed.
- e. User can add multiple entries by clicking on plus (+) sign.

	Crop Registration Details of the Seed Grower (lyos)									
Irch Q										
Dashboard	Source Of Seeds *:		RO / Unit Office *:		Month of Sowing *:			Week of Sowing *:		
	self		AJMER		JANUARY		~	WEEK 1		
Registration K	0		Mariata to		6					
SPA Renewal/Registration <	Crop -:		variety -:		BOSSOSO			Class to be produced		
Make Payment <	ARNAR	•	ICPL-00033		DREEDER		•	FOUNDATIONT		
	Plot No:		District *:		Block *:			Village *:		
Sodown Registration	bbsr		AJMER	,	ARAIN		~	AHERA		
Reports <										
Stage II Permission	Area (in acre) *	Lot Number: 1		Tao Number 1					BADEDO	
Deadle Lindate	25	LOT-1		Tag Humber.			TAG NU	ADDED TAG ING		
Pronie Opdate									LOT HOMOLIN	
Threshing							1G		LOI-1	
SPA AllocationReport							TG	2	LOT-1	6
Shares Barrier										
Change Password							NO OF TAGS: 2			
	Weight per bag in Kg:			Number Of Bags: *				PACKAGING	SIZE	
	Weight per bag in Kg: *			Number Of Bags: *		0		PACKAGING No Data	SIZE	
	Weight per bag in Kg: *			Number Of Bags: *		_ 0		PACKAGING No Data	SIZE	
	Weight per bag in Kg: *			Number Of Bags: "			NO OF BAGS: 0	PACKAGING No Data	SIZE	
	Weight per bag in Kg: * 20 Bill/Receipt (Challan: *			Number Of Bags: "		_ •	NO OF BAGS: 0	PACKAGING No Data	SIZE	
	Weight per bag in Kg: * 20 Bill/ Receipt / Challan: *			Number Of Bags: "			NO OF BAGS: 0	PACKAGING No Data CHALLAN DE No Data	S SIZE	
	Weight per bag in Kg: * 20 Bill/ Receipt / Challan: *			Number Of Bags: " 2 Date: " dd-mm-yyyy		•••••••••••••••••••••••••••••••••••••••	NO OF BAGS: 0	PACKAGING No Data CHALLAN DE No Data	SIZE	
	Weight per bag in Kg:* 20 Bill/ Receipt / Challan:*			Number Of Bags: "	30 GROP	•••••••••••••••••••••••••••••••••••••••	NO OF BAGS: 0	PACKAGING No Data CHALLAN DE No Data	s size Etails	
	Weight per bag in Kg:* 20 Bill/ Receipt / Challan:* Sarial No. PO Name	Con Variati	Source Class	Number Of Bags: * (d) Date: * (d-mm-yyy) Class to be enrolled	20 CRCP		NO OF BAGS: 0	PACKAGING No Data CHALLAN DE No Data	SIZE	
	Weight per bag in Kg:* 20 Bill/ Receipt / Challan: * Serial No. RO Name	Crop Variety	Source Class	Number Of Bags:* (d) Date: * dd-mm-yyy Class to be produced	20 CROP Piot Number	District	NO OF BAGS: 0	PACKAGING No Data CHALLAN DE No Data Area (in ha)	ETAILS Actions R	emove
	Weight per bag in Kg: * 20 Bill Receipt / Chaltan: * Serial No. RO Name	Crop Variety	Source Class	Number Of Bags: *	20 CROP Plot Number	District	NO OF BAGS: 0 Block Village	PACKAGING No Data CHALLAN DE No Data Area (in ha)	ETAILS Actions R	emove
	Weight per bag in Kg:* 20 Bill/Receipt / Challan: * Senal No. RO Name	Crop Variety	Source Class	Number Of Bags: * (2) Date: * (3) Date: * (4) Class to be produced	KU CROP Piot Number	District	NO OF BAGS: 0 Block Village	PACKAGING No Data CHALLAN DE No Data Area (in ha)	ETAILS Actions R	emove

f. User can delete any entry by clicking on Minus (-) sign.

a				Crop Registration Det	ills of the Seed Grower	r (jyoti)					
and .	Source Of Seeds *:		RO / Unit Office*		Month of Sowing	175			Week of Sowing ":		
	self		AJMER	,	JANUARY			*	WEEK 1		
tion c	Crop *:	Crop *: Variety *:			Source Class *:	Source Class *: BREEDER ~			Class to be produced ": FOUNDATION I		
ewal/Registration <	ARHAR VICEL-88039				BREEDER						
yment «											
Registration	Plot No:		Block *:			Village *:					
c											
Permission	Area (in acre) *:	Lot Number: *		Tag Number:					ADDED TAG	NUMBERS	
date	25	LOT-1				00		TAG NUME	BER	LOT NUMBER	1
								TG1		LOT-1	
ationReport								TG2		LOT-1	
ationReport Password							NO OF T	TG2 (AG S: 2		LOT-1	•
ationReport 'assword	Weight per bag in Kg: *			Number Of Bags: "			NO OF T	TG2 TAGS: 2	PACKAGI	LOT-1 NG SIZE	
ationReport assword	Weight per bag in Kg: *			Number Of Bags: "		0	NO OF T	TG2 TAGS: 2 eight per ba	PACKAGI g in Kg	LOT-1 NG SIZE NUMBER OF UNIT	TS
alionReport	Weight per bag in Kg: *			Number Of Bags: "		0	NO OF T	TG2 TAGS: 2 eight per ba 20	PACKAGII 19 in Kg	LOT-1 NG SIZE NUMBER OF UNIT 2	TS
ationReport	Weight per bag in Kg: *			Number Of Bags: *		0	NO OF T	TG2 TAGS: 2 eight per ba 20 SAGS: 2	PACKAGI g in Kg	LOT-1 NG SIZE NUMBER OF UNIT 2	TS
ationReport assword	Weight per bag in Kg: *			Number Of Bags: "		٥	NO OF E	TG2 AGS: 2 eight per ba 20 BAGS: 2	PACKAGI g in Kg Chall AN	LOT-1 . NG SIZE NUMBER OF UNIT 2 DETAILS	TS
cationReport Password	Weight per bag in Kg: * Bill/Receipt / Challan: *			Number Of Bags: * Date: * ds-mm-yyyy		•	NO OF T	TG2 AGS: 2 eight per ba 20 AGS: 2	PACKAGI Ig in Kg Challan No Di	LOT-1 NG SIZE NUMBER OF UNIT 2 DETAILS ata	TS
cationReport Password	Weight per bag in Kg: *			Number Of Bags: * Date: * dd-mm-yyyy	10 CRQP	0	NO OF T	TG2 AGS: 2 eight per ba 20 BAGS: 2	PACKAGI g in Kg CHALLAN No Di	LOT-1 . NG SIZE NUMBER OF UNIT 2 DETAILS ata	TS

- g. Once Weight and Number of bags entry is done.
- h. User will fill the details of Bill/Challan and select the corresponding date.
- i. User can add multiple entries for bill/challan and date by clicking on Plus (+) Sign.
- j. After adding crop user need to finally save the data by clicking on Save Button.
- k. User can delete the respective entries of Bill/challan and date by clicking on Minus (-) button.
- I. Once all the data filled by user, need to click Add crop button.
- m. When user will click on add crop button, crop will add in the below grid as shown in below screen.

Q								a of the seed of other	(you)					
	Source Of See	ids ":		,	RO / Unit Offic	ce "t		Month of Sowing	9			Week of Sowing *:		
					-SELECT-		~	-SELECT-			~	-SELECT-		
.n. c	Crop *:			1	Variety *:			Source Class *:				Class to be produce	od *:	
wal/Registration <	-SELECT-			~	-SELECT-		~	-SELECT			~	-SELECT		
ment c	Plat No.				Distant To			Place in						
Registration	PIOt No.				-SELECT-		~	-SELECT			~	-SELECT-		
¢														
ermission	Area (in acre) '	5	Lot N	umber: *			Tag Number: *					ADDED TAG	NUMBERS	
date									00			No Da	ta	
										NO OF T	AGS: 0			
ationReport										_				
and and a	Weight per bag in Kg: "				Number Of Bags: *			PACKAGING SIZE						
BOWING									-	NO OF E	AGS: 0			
	Bill/ Receipt / (Challan: *				Date:						CHALLAN	DETAILS	_
						dd-r	mm-yyyy		• 0	_		No Da	ta	
							AD	CROP						
	Serial No.	RO Name	Crop	Variety	Sour	ce Class	Class to be produced	Plot Number	District	Block	Village	Area (in ha)	Actions	Remove
	1	AJMER	ARHAR	ICPL-88039	BREE	DER	FOUNDATION I	bbsr	AJMER	ARAIN	Ahera	10.117 ha	EDIT	REMOV
							BAC	SAVE						
							and the second se							

n. Now user click on save button, one popup window will come which shows Terms and conditions for the same, which user need to accept.

D / Junk Office* * -SELECT	North of Soving	* * * * * * * * * * * * * * * * * * *	WO OF TAGE 0	Week of Sowing *: SELECT Class to be produc SELECT Village *: SELECT No D PACIEACIO No D	ed *: NUMBERS ita NG SIZE ita			
SELECT- TERMS AN Detain mentioned in Pixt-1 are the and correct may declarated failed and correct and programmed register for and correct may declarated and programmed register that declarate may declarate and that decard the programmed register may declarate and that declarate and that declarate and that declarate and that decard the programmed register and declarate and that and and declarate and that and and declarate and that and declarate and that and and declarate and that andow declarate and that andow declarate and that and declarate and	Decontracts Construction Co	that my registration documents are in thead / Karta of my ead Pototcolo the deed Pototcolo the Seed under Seed color of start seed and Steed color Agency by me ad Steffer yndh hab been and chromateraen	v v NO OF TAGS: 0	SELECT Class to be produc SELECT Village *: SELECT ADDED TAG No D PACKAGI No D	od *: NUMBERS ata NG SIZE ata			
EVENT SAVE Comparing the interface of the set	D CONDITIONS Is the best of my knowledge: Jam availe the information given by me. content by more rim; binnig and the revenue- a in my name as Seed producer farmer as a programmed and the second second second percentral protects and 2 and 3 of part-1 that and 3 of part-1 shall only be tendered to all and and all the tags of bags of all given in the fact and as the tags of bags of all given in the second second second second second part of second second second second second second parts in the second second second second second parts in the second second second second second parts in the second second second second second second parts and the second second second second second second the descond, place and the second se	that my registration documents are in i Head / Karta of my ead Production er naw seed hilled source seed. I and Beed colon Agency by me d all other truth has been a d rommat area	NO OF TAGS: 0	Class to be produc -SELECT Village *: -SELECT ADDED TAAS No D PACKACI No D	ed *: NUMBERS ata NG SIZE ata			
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tamy:	procured/purchased fromname of Si entitioned in points no 2 and 3 of pan-1 Th 2 and 3 of pan-1 and and why be techered or a and a practical and and the tags of the experiment of the size of the size of the size of produced raw seed is made between me out of that seed entities do said. Only payee instruments.	eed Production e raw seed b the Seed section of filized source seed. e and Seed uction Agency by me id all other truth has been a of compact area	NO OF TAGS: 0	ADDED TAG No D PACKAGI No D	NUMBERS ata NG SIZE ata			
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confirmed and I am satisfied with it. The allotted approach. If any kind of objection, complaint or w	seed production program meets the criteria	a of compact area			No Data			
then all its responsibility will be of the seed produ	ction Agency and the farmer's, and such a	to the information, area can be	NO OF BAGS: 0					
cancelled by the certification Agency.				CHALLAN	DETAILS			
				No D	ata			
I agree to the terms and conditions		ACCEPT						
Crop Variety Source Class Class to	be produced Plot Number	r District	Block Vills	ge Area (in ha)	Actions	Remove		
ARHAR ICPL-88039 BREEDER FOUND	ATION I DDsr	AJMER	ARAIN And	a 10.117 ha	EOIT	REMOVE		
Ci Aj	I agree to the terms and conditions vop Variety Source Class Class to Reveal ICPL-80039 BREEDER FOUND	Porter Source Class Class to be produced Plot Number RNAR ICPL-80039 BREEDER FOUNDATION I box	Control Contro Control Control Control Control Control Control Control Control Co	Top Variety Source Class Class to be produced Pict Number District Block Villa RHAR ICPL-80039 BREEDER FOUNDATION I boar AJMER ARAIN Area CLACK SOURCE	Top Variety Source Class Class to be produced Pict Number District Block Village Area (in ha) RNAR ICPL-80039 BREEDER FOUNDATION I Dow AUMER ARAIN Afters 10.117 ha CANCE SINCE	Top Variety Source Class Class to be produced Pict Number District Block Village Area (in ha) Actions RHAR ICPL-60039 BREEDER FOUNDATION I bosr AJMER ARAIN Afreia 10,117 ha COT		

- o. User need to click on the check box and click the Accept button to accept the conditions.
- p. Once user accept the conditions form will be saved and below screen will be shown with a proper message with application reference number.

secttrace.gov.in says Seed grower registration complete with application reference number as APP/S .	