

User Manual Of Sugar Development Fund (SDF) System For Sugar Factory (Concern) User

Loan Application Submission and Approval

This manual is for sugar factory user. The SDF system can be found at:-

<http://sdfportal.in>

The screenshot shows the SDF portal login page in a browser window. The address bar displays "https://sdfportal.in/Login". The page header includes the Department of Food and Public Distribution (Govt. of India) logo, the SDF Sugar Development Fund logo, and the motto "स्वच्छ भारत" (Swachh Bharat). The main content area features a navigation menu with links like "About SDF Scheme", "How to Apply?", "FAQs", "Password Management", "SDF Account", "Application Form", "Operational Guidelines", "SDF Rules", and "Login To Admin Portal". A login form is visible with fields for "User Name" and "Password", and buttons for "Login" and "Register". The footer contains the "Visitors Number" counter, copyright information for 2018, and the "India.gov.in" logo.

Document Control

Project Title	Sugar Development fund (SDF)
Document Name	User Manual
User of Document	SDF Sugar Factory (Concern) User
Version	0.3

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❖ Purpose of the Document

The purpose of this document is to describe the functionality and give assistance to the sugar factory user of the SDF system. This user manual has been developed to help better understand the usability and feature that apply to the system by providing user with a simple, easy-to-use reference that will help them navigate the critical Areas. This manual intended to make the module more accessible and their associated sub modules more understandable to the sugar factory user of the system.

❖ Sugar Development Fund

Nodal Agency for Monitoring of SUGAR DEVELOPMENT FUND (SDF) loans

The Sugar Development Fund was instituted by the Govt of India (GoI) in 1982 with the objective of rendering financial assistance through loans at concessional rates for rehabilitation and modernization of sugar factories as well as for sugarcane development. The scope has subsequently been enlarged to cover projects involving bagasse based co-generation of power and production of Anhydrous alcohol or ethanol from molasses undertaken by Sugar Units.

IFCI has been the Nodal Agency for monitoring of SUGAR DEVELOPMENT FUND (SDF) loans for projects related to modernization and expansion, co-generation of power and production of alcohol/ethanol in the private sector.

As a nodal agency, IFCI undertakes loan documentation, creation of security, recommendations to GoI for disbursement of funds, monitoring the progress of projects during implementation and operations, recovery of SDF dues and furnishing clarifications to queries of SDF.

In line with its mandate for industrial development, IFCI in its role as the nodal agency for SDF has till date, facilitated sanction of SDF loans to 497 accounts for an aggregate sanctioned amount of 4329.62 crore and disbursed amount of ` 3753.69 crore.

❖ Pre-requisites for opening the Websites

1. OS Compatibility :- Windows Server
2. Browser compatibility: - The SDF System will be compatible with Internet Explorer 10+ and latest version of Google Chrome & Mozilla Firefox
3. Minimum System Requirements :-
 - SDF System will be accessed through a Browser Interface
 - The system would be best viewed using 1024*768 pixel resolution setting

Sugar Development Fund

1. Registration

Department of Food and Public Distribution
(Govt. of India)

SDF Sugar Development Fund
चीनी विकास निधि

Latest News: ant Fund | Welcome to the SDF (Sugar Development Fund) | Welcome to the SDF (Sugar Development Fund)

SDF – An initiative by Ministry of Consumer Affairs, Food and Public Distribution

About SDF :

The Sugar Development Fund provides financial assistance to the sugar factories at concessional interest rates in accordance with Sugar Development Fund Act, 1982 and Sugar Development Fund Rules, 1983, for their developmental activities such as modernization and expansion of their capacity, Development of cane as well as utilization of their by-products like bagasse for cogeneration of power and molasses for production of ethanol, improving their revenue generation and viability.

Contact us
011.23386707 | ussdf.fpd@nic.in

- About SDF Scheme
- How to Apply?
- FAQs
- Password Management
- SDF Account
- Application Form
- Operational Guidelines
- SDF Rules
- Login To Admin Portal

Share this Page | Tell a Friend

User Name *

Password *

Virtual Keyboard
VK1PE *

Login Register Forgot Password?

Visitors Number

© 2017. SDF Portal. All rights reserved. Best viewed browser in resolution 1366 X 768.
Privacy Policy | Hyperlinking Policy | Accessibility Statement

india.gov.in
The national portal of India



Registration

** Indicates Mandatory Field*

Concern Details

Choose type either Co-operative, Private or Public

Choose SDF Nodal Agency either IFCI or NCDC

CIN No *

Type *

Contact No. *

FAX

Concern PAN Number *

Code

Registration Date *

SDF Nodal Agency *

Email ID *

Landline Number

TIN Number *

Certification Of Incorporation
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Board Resolution
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Registered Contact Details

Address *

State *

District *

Pin Code *

Correspondence Contact Details Same as Registered Address]

Address *

State *

District *

Pin Code *

Contact Person Details

Name *

Preferred User Name *

Email ID *

Mobile No. *

Gender

Landline Number

Photograph
File Types : png, jpg, jpeg, bmp (Max Size 20 KB)

Adhar Number *

Captcha *

Click to save details Click to cancel

Screen 1: Registration page

Reference to screen 1	
Step 1	Enter http://sdfportal.in URL in the address bar of browser
Step 2	Click on Register to view registration form
Step 3	Enter Concern Details like Concern Name, CIN No, Registration Date, Contact No., Email ID, FAX, Landline Number, Concern PAN Number, TIN Number,
Step 4	Optional :- Upload Certification Of Incorporation and Board Resolution document
Step 5	Enter Registered Contact Details like Address, State, District and Pin Code
Step 6	Enter Correspondence Contact Details like Address, State, District and Pin Code
Step 7	Enter Contact Person Details like Name, Preferred User Name, Email ID, Mobile No., Gender, Landline Number, Aadhar Number
Step 8	Upload Photograph
Step 9	Enter Captcha and Click on Save to register
Reference to screen 2	
Result	Applicant registered successfully
Reference to screen 3	
Result	UserId and Password has been received successfully

[About IFCI](#) | [How to Apply](#) | [Register](#)



Screen 2: Applicant Registered successfully



Welcome to SDF Portal

Dear test,

Congratulations! You have been registered successfully on SDF Portal !!

- Please click on below link to connect to SDF portal.
[Click here](#)

Please make a note of it and use it next time you log in.
Thank you for registering on SDF portal.

**Best regards,
Sugar Development Fund Team**

Note: This is a system generated e-mail, please do not reply to it.

Screen 3: Login Credentials Email

2. Login

Note: - After successful registration, user name and password will be sent on registered email address. Use those login credentials.

SDF – An initiative by Ministry of Consumer Affairs, Food and Public Distribution

About SDF :

The Sugar Development Fund provides financial assistance to the sugar factories at concessional interest rates in accordance with Sugar Development Fund Act, 1982 and Sugar Development Fund Rules, 1983, for their developmental activities such as modernization and expansion of their capacity, Development of cane as well as utilization of their by-products like bagasse for cogeneration of power and molasses for production of ethanol, improving their revenue generation and viability.

Contact us

011 23386707 ussdf.fpd@nic.in

Screen 4: Login Screen

Reference to screen 4

Step 1	Enter Login URL http://sdfportal.in in the address bar of browser
Step 2	Enter User Name & Password
Step 3	Enter Captcha
Step 4	Click on the Login to access the dashboard
Result	After successful Login user will be able to access concern user dashboard

3. Change Password

Note: - After Login User have to compulsory change password

Change Your Password

▶ Password Policy: The New Password field must be Minimum 8 and Maximum 16 characters at least 1 Uppercase Alphabet, 1 Lowercase Alphabet, 1 Number and 1 Special Character(\$, @, !, %, *, ?, &).

Current Password *

New Password *

Confirm Password *

Enter Current password, New Password, Confirm Password

Click to change password

Change Password

Cancel

Click to cancel

Screen 5: Change Password

Reference to screen 5	
Step 1	Enter Current Password , New Password and Confirm Password
Step 2	Click on <i>Change password</i> button to change password
Reference to screen 6	
Result	Password changed successfully

Change Password

✔ Password changed successfully.

Screen 6: Password changed successfully

4. Forget Password

SDF – An initiative by Ministry of Consumer Affairs, Food and Public Distribution

About SDF :

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 - SDF Account
 - Application Form
 - Operational Guidelines
 - SDF Rules
 - Login To Admin Portal
- Share this Page
 Tell a Friend

User Name *

Password *

Virtual Keyboard

ZLQQB *

→ Login Register **Forgot Password?**

Click to reset password

SDF – An initiative by Ministry of Consumer Affairs, Food and Public Distribution

About SDF :

The Sugar Development Fund provides financial assistance to the sugar factories at concessional interest rates in accordance with Sugar Development Fund Act, 1982 and Sugar Development Fund Rules, 1983, for their developmental activities such as modernization and expansion of their capacity, Development of cane as well as utilization of their by-products like bagasse for cogeneration of power and molasses for production of ethanol, improving their revenue generation and viability.

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 - Application Form
 - Operational Guidelines
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 - Login To Admin Portal
- Share this Page
 Tell a Friend

Reset Password [Login]

Email ID *

User Name *

92NYU *

→ Reset Password

Enter email id, user name and security code

Click to reset password

Screen 7: Forgot Password

Reference to screen 7	
Step 1	Click on Forgot Password?
Step 2	Enter registered Email ID and User Name
Step 3	Click on Reset Password to reset password
Reference to screen 8	
Result	Password reset successfully
Reference to screen 9	
Result	New password has been received successfully

Online IFCI High Secured Login Welcome to IFCI SDF Portal

 Password request successfully sent. Check your email to verify your request.

User Name *

Password *

 Remember Me

[Forgot Password?](#)



Screen 8: Password Reset Successfully



Screen 9: New Password Request Email

5. Unit/Factory

5.1. Add Unit/Factory

The screenshot shows the 'Unit/Factory List' interface. On the left is a navigation menu with 'Unit/Factory Master' highlighted. A red box highlights the 'Add +' button in the top right of the main content area, with a callout bubble saying 'Click to add unit / factory'. Below this is a form with fields for 'Unit/Factory Name', 'Unit/Factory Code', 'State', and 'Status'. Below the form is a table with columns: 'Unit/Factory No', 'Unit/Factory Name', 'Unit/Factory Code', 'State', 'District', 'Status', and 'Actions'. The table contains one row with the following data: Unit/Factory No: 1, Unit/Factory Name: Kachirayapalayam, Unit/Factory Code: CON00273/UN001, State: NA, District: NA, Status: Active, and an Actions icon. At the bottom right of the table are pagination controls: '« First', '« Prev', '1 / 1', 'Next »', and 'Last »'. A red arrow points from the 'Add +' button down towards the bottom of the page.

Unit/Factory Close ✕

Unit/Factory Name *

Unit/Factory Code

▶ Do you have Plant code

In case plant code is not allotted, letter issued by Directorate of Sugar indicating that the sugar factory has been "taken on record" may be submitted

Plant code
 State *
 Taluka *
 Village *
 Pin Code *
 Status *
 Dealing RO for Nodal Agency *

Letter issued by Directorate of Sugar *
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)
 District *
 Address *
 Sugar Factory Short Name *
 Activation Date

▶ Does Sugar Factory have any Other Concern Unit

Other Concern Unit details

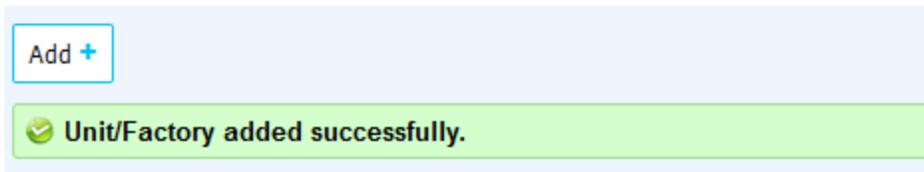
Is Available ?	Name & Address of sugar factory	Short Name	Plant Code
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save
Add More
Cancel

Screen 10: Add Unit / Factory

Reference to screen 10	
Step 1	Click on Add button under Unit/ Factory Master menu
Step 2	Enter unit/ factory name
Step 3	If Sugar Factory have plant code then tick ▶ <input type="checkbox"/> Do you have Plant code and enter Plant Code
Step 4	Upload Letter issued by Directorate of Sugar document
Step 5	Enter other required details

Step 6	If sugar factory have other sister concern unit then tick Is Sugar factory have <input type="checkbox"/> other sister concern unit and enter required details
Step 7	Select Dealing RO for Nodal Agency
Step 8	In case, to add another sugar factory details click on Add More button and entre all required details
Step 9	Click on Save to add Unit / Factory
Reference to screen 11	
Result	Unit / Factory added successfully



Screen 11: Unit / Factor added successfully

5.2. Search and View Unit / Factory Details

Unit/Factory List

Add + Enter appropriate search filters

Unit/Factory Name	Unit/Factory Code	State	Status
<input type="text"/>	<input type="text"/>	<input type="text"/>	All

Sr No	Unit/Factory Name	Unit/Factory Code	State	District	Status	Actions
1	Test	CON00002/UN001	Maharashtra	Lakshadweep	Active	

««

Click to view details

- Details
- Edit
- Disable

Screen 12: Search and View Unit / Factory details

Reference to screen 12	
Step 1	Search Unit / Factory details based on Unit/Factory Name, Unit/Factory Code and State search filters
Step 2	Click on Details button under symbol to view Unit / Factory details
Reference to screen 13	
Result	Unit / Factory details searched and viewed successfully

Unit/Factory Details Master Close ✕

Details ✕
Edit ✓
Disable ⓧ

Unit/Factory Name: <input type="text" value="Test"/>	Unit/Factory Code: <input type="text" value="CON00002/UN001"/>
<input type="checkbox"/> Do you have Plant code	
In case plant code is not allotted, letter issued by Directorate of Sugar indicating that the sugar factory has been "taken on record" may be submitted	
Plant code: <input type="text"/>	Letter issued by Directorate of Sugar: View
State: <input type="text" value="Maharashtra"/>	District: <input type="text" value="Lakshadweep"/>
Taluka: <input type="text" value="Nashik"/>	Address: <input type="text" value="Nashik"/>
Village: <input type="text" value="Nashik"/>	
Pin Code: <input type="text" value="423502"/>	Sugar Factory Short Name: <input type="text" value="SUGAR"/>
Status: <input type="text" value="Active"/>	Activation Date: <input type="text" value="03/12/2016"/>
Regional Office: <input type="text" value="Mumbai"/>	

Screen 13: Unit / Factory details

5.3. Edit Unit / Factory

Unit/Factory List						
Add +						
Unit/Factory Name		Unit/Factory Code		State		Status
<input type="text"/>		<input type="text"/>		<input type="text"/>		All
Sr No	Unit/Factory Name	Unit/Factory Code	State	District	Status	Actions
1	Test	CON00002/UN001	Maharashtra	Lakshadweep	Active	

Click to Edit Unit / Factory

1

Details

Edit

Disable

Edit Unit/Factory

Close ✕

Details ✕
Edit ✎
Disable ⏻

Unit/Factory Name * Unit/Factory Code

Do you have Plant code

In case plant code is not allotted, letter issued by Directorate of Sugar indicating that the sugar factory has been "taken on record" may be submitted

Plant code Letter issued by Directorate of Sugar *
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

State * District *

Taluka * Address *

Village *

Pin Code * Sugar Factory Short Name *

Status * Activation Date

Is Sugar factory have other sister concern unit

Sugar factory Other Sister Concern Units			
Is Available ?	Name & Address of sugar factory	Short Name	Plant Code
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Regional Office *

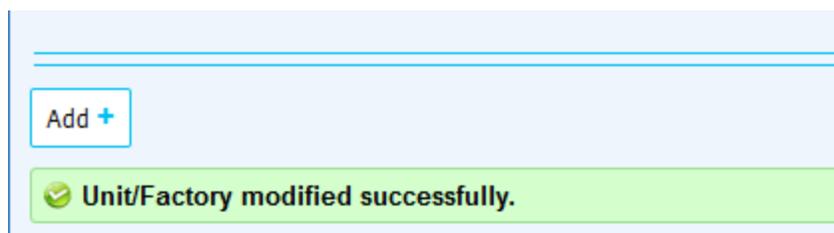
Click to save changes

Save
Cancel

Click to cancel

Screen 14: Edit Unit / Factory Details

Reference to screen 14	
Step 1	Click on Edit button under  symbol
Step 2	Edit details and click on Save button to Save changes
Reference to screen 15	
Result	Unit / Factory details modified successfully



Screen 15: Unit / Factory Modified Successfully

6. New Application

Note: -

- ❖ Application form is different for the different facilities; it will display according to the facility selected.
- ❖ Here all screen related to Cane Development facility are shown.

6.1. Add New Application

The screenshot shows the 'New Application' interface. On the left, a sidebar contains a 'New Application' menu item. The main content area has a header 'New Application' and two dropdown menus: 'Unit/Factory' and 'Facility'. Below these are 'Next' and 'Cancel' buttons. Callouts indicate: 'Click to add new application' pointing to the 'New Application' menu; 'Select Unit / Factory and Facility' pointing to the dropdowns; and 'Click to fill application part 1' pointing to the 'Next' button.

Screen 16: Add New Application

Reference to screen 16

Step 1	Click on New Application menu to add new application
Step 2	Select Unit/ Factory and Facility
Step 3	Click on Next to fill application part 1

Reference to screen 17

Result	Application part 1 form will appear
---------------	-------------------------------------

The screenshot shows the 'Application For Cane Development - Part I' form. It includes a 'Close' button in the top right. The form fields are: Concern Name (Test), Contact No. (9955663355), Approval Letter from State Government (Upload), Plant code, Sugar Factory Short Name (SUGAR), Expansion In Crushing Capacity of Sugar Plant (Yes/No), Date of commencement of Sugar Manufacturing, Designation, Email ID (vrushali.kadam@esds.co.in), Date of Approval Document, Letter issued by Directorate of Sugar (View), Existing Crushing capacity of sugar plant (e.g. 222), Annual requirement of cane for expanded capacity (e.g. 222), and Expected Benefits after implementation of the project (Upload). A note indicates that an asterisk (*) denotes a mandatory field.

Screen 17: Application Part 1 From

6.2 Fill Application Part 1

Close ✕

Application For Cane Development – Part I

** Indicates Mandatory Field

<p>Concern Name <input type="text" value="Test"/></p> <p>Contact No. <input type="text" value="9955663355"/></p> <p>Approval Letter from State Government * <input type="button" value="Upload"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small></p> <p>Plant code <input type="text"/></p> <p>Sugar Factory Short Name <input type="text" value="SUGAR"/></p> <p>Expansion In Crushing Capacity of Sugar Plant [In TCD] <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Date of commencement of Sugar Manufacturing * <input type="text"/></p> <p>Copy of I.E.M for sugar plant * <input type="button" value="Upload"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small></p>	<p>Designation <input type="text"/></p> <p>Email ID <input type="text" value="vrushali.kadam@esds.co.in"/></p> <p>Date of Approval Document * <input type="text"/></p> <p>Letter issued by Directorate of Sugar <input type="button" value="View"/></p> <p>Existing Crushing capacity of sugar plant [In TCD] * <input type="text" value="e.g. 222"/></p> <p>Annual requirement of cane for expanded capacity (lakh MTs) <input type="text" value="e.g. 222"/></p> <p>Expected Benefits after implementation of the project. * <input type="button" value="Upload"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small></p> <p>Scheme Project Document * <input type="button" value="Upload"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small></p>
--	---

Means Of Finance Of The Project			
		Amount	Percentage
a.	Promoters contribution	<input type="text" value="e.g. 99.99"/>	<input type="text" value="e.g. 222"/>
b.	SDF Loan Required	<input type="text" value="e.g. 99.99"/>	<input type="text" value="e.g. 222"/>
c.	Financial Assistance available from State Government / any other agency for the same project	<input type="text" value="e.g. 99.99"/>	<input type="text" value="e.g. 222"/>
Total		<input type="text"/>	<input type="text"/>

Value	As On Date	Source Of Value	Attach calculation sheet
Mention average DSCR of the factory (Sugar+Power+Distillery) & Attach calculation sheet			
<input type="text" value="e.g. 222"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload Calculation Sheet"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*</small>
Mention average DSCR of the company/society as a whole & Attach calculation sheet			
<input type="text" value="e.g. 222"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload Calculation Sheet"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*</small>
Mention IRR of the project & Attach calculation sheet			
<input type="text" value="e.g. 222"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload Calculation Sheet"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*</small>
Mention FACR of the factory (Sugar+Power+Ethanol) based on latest balance sheet & Attach calculation sheet			
<input type="text" value="e.g. 222"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload Calculation Sheet"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*</small>
Mention FACR of company/society as a whole based on latest balance sheet & Attach calculation sheet separately			
<input type="text" value="e.g. 222"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Upload Calculation Sheet"/> <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*</small>

Upload duly filled Form-III alongwith its Annexures.
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Form III PDF

Required Loan Amount [In Lakh] *

Click to save application as a draft

Click to Submit application

Screen 18: Fill Application Part 1

Reference to screen 18	
Step 1	Select Date of Approval Document and Enter Existing Crushing capacity of sugar plant [In TCD]
Step 2	Choose Expansion In Crushing Capacity of Sugar Plant [In TCD] either Yes or No
Step 3	Enter Annual requirement of cane for expanded capacity (lakh MTs) and choose Date of commencement of Sugar Manufacturing
Step 4	Upload documents for Expected Benefits after implementation of the project, Copy of I.E.M for sugar plant and Scheme Project Document
Step 5	Under Means of Finance of the Project information Enter Amount and Percentage for Promoters contribution, SDF Loan Required, Financial Assistance available from State Government / any other agency for the same project information parameters
Step 6	Upload all required Calculation Sheets
Step 7	Upload duly filled Form-III along with its Annexures and Enter Required Loan Amount [In Lakh]
Step 8	Click on Save as Draft to save application as a draft
Step 9	Click on Save & Submit to submit form
Reference to screen 19	
Result	Application part 1 is submitted successfully

New Application

✔ Application for Cane Development (Part I: MD/1220160001) submitted successfully.

Screen 19: Application part 1 is submitted successfully

6.3 Search and View Application Part 1 Details

Application For Cane Development – Part I

Unit/Factory :	Application No	Status
<input type="text"/>	<input type="text"/>	All

Sr No	Unit/Factory	Application No	Status	Actions
1	Test	CD/1220160001	Pending for application view by SDF Ministry	<input type="button" value="Part 1 Details"/> <input type="button" value="Disabled"/>

Enter Appropriate search filters
Click to view part 1 details

Screen 20: Search and View Application part 1 details

Reference to screen 20	
Step 1	Search Application part 1 details based on Unit/Factory and Application No search filters
Step 2	Click on Part 1 Details button under symbol to view application Part 1 details
Reference to screen 21	
Result	Application part 1 details searched and viewed successfully

Application Part I Details For Cane Development

Close ✕

Part I Details ✕ Disable ⌵

Application No	CD/1220160001	Concern Name	Test
Unit/Factory Name	Test	Designation	
Contact No.	9955663355	Email ID	vrushali.kadam@esds.co.in
Approval Letter from State Government	View	Date of Approval Document	05/12/2016
Plant code		Letter issued by Directorate of Sugar	View
Sugar Factory Short Name	SUGAR	Existing Crushing capacity of sugar plant [In TCD]	222
Expansion In Crushing Capacity of Sugar Plant [In TCD]	Yes	Annual requirement of cane for expanded capacity (lakh MTs)	222
Date of commencement of Sugar Manufacturing	05/12/2016	Expected Benefits after implementation of the project.	View
Copy of I.E.M for sugar plant	View	Scheme Project Document	View

Means Of Finance Proposed

	Amount	Percentage
a. Factory's contribution	22.22	22
b. SDF Component	22.22	22
c. Financial Assistance available from State Government / any other agency	22.22	22
Total	66.66	66

Value	As On Date	Source Of Value	Attach calculation sheet
Mention average DSCR of the factory (Sugar+Power+Distillery) & Attach calculation sheet			
222	05/12/2016	Testing	View
Mention average DSCR of the company/society as a whole & Attach calculation sheet			
222	05/12/2016	Testing	View
Mention IRR of the project & Attach calculation sheet			
222	05/12/2016	Testing	View
Mention FACR of the factory (Sugar+Power+Ethanol) based on latest balance sheet & Attach calculation sheet			
222	05/12/2016	Testing	View
Mention FACR of company/society as a whole based on latest balance sheet & Attach calculation sheet separately			
222	05/12/2016	Testing	View

Required Loan Amount [In Lakh]	22.22	Upload duly filled Form-III alongwith its Annexures.	View
--------------------------------	-------	--	----------------------

Screen 21: Application part 1 details

7. My Application

7.1. Fill Application Part 2

Search Menu

- Unit/Factory Master
- New Application
- My Applications**
- Cane Development
- Modernization
- Co Generation
- Ethanol from Molasses
- Zero Liquid Discharge
- Admin Approval

Application List For Cane Development

Sr No	Unit/Factory	Application No	Required Loan Amount [In Lakh]	Status	Actions
1	Test	CD/1220160001	22.22	Pending for Part II	<input type="button" value="Part I Details"/> <input type="button" value="Add Part II"/> <input type="button" value="Disable"/>

Application For Cane Development – Part II

Part I Details
Add Part II +
Disable
Close ✕

Concern

Company Have Other Sugar Factory

Expected financial benefit (Rs) *

Unit/Factory

Annual requirement of cane for the present installed capacity (in Lakh MTs) *

** Indicates Mandatory Field

Financial Performance

(i) Profit/loss in last 5 years

Is Available ?	Year	Profit/Loss During The Year After Tax (Rs. In Lakh)	Accumulated Profit/Loss (Rs. In Lakh)
<input type="checkbox"/>	Year	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	Year	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	Year	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	Year	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	Year	<input type="text"/>	<input type="text"/>

(ii) Paid up share capital (Rs./Lakhs) as per latest balance sheet. *

(iii) Reserves and other funds (Rs./Lakh) as per latest balance sheet.

Excluding Depreciation *

Including Depreciation *

(iv) Net worth (Rs./Lakh) as per latest balance sheet. *

(v) Projected cash flow

File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

Screen 22: First Screen: Fill Application Part 2

Sugar Development Fund

Last five year Balance Sheet

Is Available ?	Financial Year	Balance Sheet
<input type="checkbox"/>	Year <input type="text"/>	Upload <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small>
<input type="checkbox"/>	Year <input type="text"/>	Upload <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small>
<input type="checkbox"/>	Year <input type="text"/>	Upload <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small>
<input type="checkbox"/>	Year <input type="text"/>	Upload <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small>
<input type="checkbox"/>	Year <input type="text"/>	Upload <small>File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)</small>

The number of loans for Cane Development previously availed by the sugar factory from Sugar Development Fund and the number of loans, out of this, which have not yet been fully repaid with interest.

[Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

A list of all loans taken by the sugar factory from other agencies and the nature of security furnished for each loan

[Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

Sugarcane Development Scheme / Project And Loan Originally Proposed		
Sr. No	Name of project/scheme	Financial Out Lay (Rs. In Lakhs)
1.	Rearing Of Nurseries	<input type="text"/> e.g. 99.99 *
2.	Ratoon Management	<input type="text"/> e.g. 99.99 *
3.	Drip Irrigation	<input type="text"/> e.g. 99.99 *
4.	Use of Bio-Control to control White Gurb	<input type="text"/> e.g. 99.99 *
	Total	<input type="text"/>

Previous SDF Loans Approved/disbursed To The Sugar Factory:					
Purpose	Sanctioned		Disbursed		Status of Utilization Certificate
	Amount(Rs. lakh)	Date	Amount(Rs. lakh)	Date	
(a) Cane Development	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>
(b) Modernization	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>
(c) Co-gen power project	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>
(d) Ethanol	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>
(e) Short-term loan for Modernization	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>
(f) Short-term loan	<input type="text"/> e.g. 222	<input type="text"/>	<input type="text"/> e.g. 222	<input type="text"/>	<input type="checkbox"/>

Present Status Of Cane Availability						
Is Year?	Year	Total Cultivated Area (ha.)	Cane Area (ha.)	Yield per ha. (MT)	Cane Production (Lakh Qtls)	Cane Production (Lakh Qtls)
<input type="checkbox"/>	Year <input type="text"/>	<input type="text"/> e.g. 222				
<input type="checkbox"/>	Year <input type="text"/>	<input type="text"/> e.g. 222				
<input type="checkbox"/>	Year <input type="text"/>	<input type="text"/> e.g. 222				
<input type="checkbox"/>	Year <input type="text"/>	<input type="text"/> e.g. 222				
<input type="checkbox"/>	Year <input type="text"/>	<input type="text"/> e.g. 222				
	Average	<input type="text"/>				



Screen 23: Second Screen: Fill Application Part 2

Varietal Change Proposed	
Name of the varieties proposed to be introduced.	
1.	a) Early Maturing <input type="text"/> *
	b) Mid & Mid Late Maturing <input type="text"/> *
2.	Whether Approved By State Govt. <input type="checkbox"/>
3.	Research Institute/Body which recommended the above seed varieties <input type="text"/> *
4.	Institute/Body which has given seed availability certificate <input type="text"/> *
5.	Whether Irrigation Facilities need to be enhanced <input type="checkbox"/>

Existing And Proposed Varieties (Cane Area Wise)				
Sr. No	Existing Variety	Area (ha)	Proposed Variety	Area (ha)
1.	Early Maturing Varieties		Early Maturing Varieties	
	1. COC671	<input type="text"/> e.g. 222 *	1. COC671	<input type="text"/> e.g. 222 *
	2. VSI434	<input type="text"/> e.g. 222 *	2. VSI434	<input type="text"/> e.g. 222 *
	3. CO92005	<input type="text"/> e.g. 222 *	3. CO92005	<input type="text"/> e.g. 222 *
	4. Other	<input type="text"/> e.g. 222 *	4. Other	<input type="text"/> e.g. 222 *
	Sub-Total	<input type="text"/>	Sub-Total	<input type="text"/>
2.	Mid Maturing Varieties		Mid Maturing Varieties	
	1. COC671	<input type="text"/> e.g. 222 *	1. COC671	<input type="text"/> e.g. 222 *
	2. VSI434	<input type="text"/> e.g. 222 *	2. VSI434	<input type="text"/> e.g. 222 *
	3. CO92005	<input type="text"/> e.g. 222 *	3. CO92005	<input type="text"/> e.g. 222 *
	4. Other	<input type="text"/> e.g. 222 *	4. Other	<input type="text"/> e.g. 222 *
	Sub-Total	<input type="text"/>	Sub-Total	<input type="text"/>
3.	Unapproved/Rejected		Unapproved/Rejected	
	1. COC671	<input type="text"/> e.g. 222 *	1. COC671	<input type="text"/> e.g. 222 *
	2. VSI434	<input type="text"/> e.g. 222 *	2. VSI434	<input type="text"/> e.g. 222 *
	3. CO92005	<input type="text"/> e.g. 222 *	3. CO92005	<input type="text"/> e.g. 222 *
	4. Other	<input type="text"/> e.g. 222 *	4. Other	<input type="text"/> e.g. 222 *
	Sub-Total	<input type="text"/>	Sub-Total	<input type="text"/>
	Grand Total	<input type="text"/>		<input type="text"/>

Proposal & Eligibility								
Sr. No	Name of Scheme	Physical Targets (ha)		Total (ha)	Unit Cost (Rs. /ha)	Financial Outlay (Rs. in lakh)		Total (Rs. in lakh)
		1st Yr.	2nd Yr.			1st Yr.	2nd Yr.	
1.	Rearing of Nurseries							
	Foundation Seed							
	a) Conventional	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
	b) Tissue Culture	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
	Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Certified Seed							
	a) Conventional	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
	b) Tissue Culture	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
	Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	2.	Ratoon Management	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *
3.	Drip Irrigation	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
4.	Use of bio-pesticide to control white grub	<input type="text"/> e.g. 222 *	<input type="text"/> e.g. 222 *	<input type="text"/>	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/> e.g. 99.99 *	<input type="text"/>
	Grand Total	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Factory Contribution (10%)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Loan Applied	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Screen 24: Third Screen: Fill Application Part 2

Sugar Development Fund

Expected Benefits On Completion Of The Scheme		
Particulars	From (Last Year Performance)	To (On Completion Of Project)
Cane Area (In Hectare)	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *
Yield (Metric Tons per Hectare)	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *
Cane Production (In Lakh Metric Tons)	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *
Cane Crushed (In Lakh Metric Tons)	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *
Recovery (In %)	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *
POI % Cane	<input type="text" value="e.g. 99.99"/> *	<input type="text" value="e.g. 99.99"/> *

Expected Incremental Financial Benefit (In Term Of Rupees)		
Sr.No.	Year	Amount (Rs. In Lacs)
1	<input type="text" value="2016-2017"/> *	<input type="text" value="e.g. 222"/> *
2	<input type="text" value="2017-2018"/> *	<input type="text" value="e.g. 222"/> *
3	<input type="text" value="2018-2019"/> *	<input type="text" value="e.g. 222"/> *
4	<input type="text" value="2019-2020"/> *	<input type="text" value="e.g. 222"/> *
5	<input type="text" value="2020-2021"/> *	<input type="text" value="e.g. 222"/> *
6	<input type="text" value="2021-2022"/> *	<input type="text" value="e.g. 222"/> *
7	<input type="text" value="2022-2023"/> *	<input type="text" value="e.g. 222"/> *
8	<input type="text" value="2023-2024"/> *	<input type="text" value="e.g. 222"/> *
9	<input type="text" value="2024-2025"/> *	<input type="text" value="e.g. 222"/> *
10	<input type="text" value="2025-2026"/> *	<input type="text" value="e.g. 222"/> *

Undertaking regarding no outstanding SDF/LSPEF dues against the sugar factory and company/society as a whole

File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

Upload additional information as per prescribed format.

File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*
 Additional Info Word

Following types of security can be given for SDF loan:-*

- Bank Guarantee from a scheduled bank
- Mortgage on all immovable and movable properties of the sugar factory on pari passu first charge failing which on the basis of an exclusive second charge

Type of security description*
(Max 500 characters)

Click to save application as a draft

Click to Submit form

Screen 25: Forth Screen: Fill Application Part 2



Reference to screen 22	
Step 1	Enter Annual requirement of cane for the present installed capacity (in Lakh MTs) and Expected financial benefit (Rs)
Step 2	Fill Financial Performance details: Tick the checkbox <input type="checkbox"/> under Is Available ? column to enable editing then Select Year , Enter Profit/Loss During The Year After Tax and Accumulated Profit/Loss
Step 3	Enter Paid up share capital (Rs./Lakhs) as per latest balance sheet, Reserves and other funds (Rs./Lakh) as per latest balance sheet with Excluding Depreciation and Including Depreciation , Net worth (Rs./Lakh) as per latest balance sheet
Step 4	Upload Projected cash flow document
Reference to screen 23	
Step 5	Fill Last five year Balance Sheet details: Tick the checkbox <input type="checkbox"/> under Is Available ? column to enable editing then Select Financial Year and upload Balance Sheet
Step 6	Upload The number of loans for Cane Development previously availed by the sugar factory from Sugar Development Fund and the number of loans, out of this, which have not yet been fully repaid with interest and A list of all loans taken by the sugar factory from other agencies and the nature of security furnished for each loan document
Step 7	Fill Sugarcane Development Scheme / Project and Loan Originally Proposed details: Enter Financial Out Lay (Rs. In Lakhs) amount for Rearing Of Nurseries, Ratoon Management, Drip Irrigation and Use of Bio-Control to control White Gurb
Step 8	Fill Previous SDF loans approved/disbursed to the sugar factory details: Enter Sanctioned Amount & Date and Disbursed Amount & Date for Cane Development, Modernization, Co-gen power project, Ethanol, Short-term loan for Modernization and Short-term loan
Step 9	Fill Present Status of Cane Availability Details: Tick the checkbox <input type="checkbox"/> under Is Year? column to enable editing then Select Year and enter Total Cultivated Area (ha.) , Cane Area (ha.) , Yield per ha. (MT) , Cane Production (Lakh Qtls) and Cane Production (Lakh Qtls)
Step 10	Fill Physical Performance (Last Five Years) details



	Tick the checkbox <input type="checkbox"/> under Is Year? column to enable editing then select Year enter Cane Crushed (In Lakhs MT), Recovery %, PoI % and Duration Days
Step 11	Fill Existing Ratio of Ratoon & Plant / Ratio of Ratoon & Plant After Completion of Project details Enter Plant and Ratoon values for Existing and After Completion of the project
Step 12	Fill Details of Year-Wise Physical Targets and Outlay of the Proposed Scheme details: Enter values for Foundation Seed and Certified Seed
Reference to screen 24	
Step 13	Fill Varietal Change Proposed details: Enter values for Early Maturing, Mid & Mid Late Maturing, Research Institute/Body which recommended the above seed varieties, Institute/Body which has given seed availability certificate
Step 14	Fill Existing and Proposed Varieties (cane area wise) details Enter values for the Early Maturing Varieties, Mid Maturing Varieties and Unapproved/Rejected
Step 15	Fill Proposal & Eligibility details: Enter values for Foundation Seed and Certified Seed
Reference to screen 25	
Step 16	Fill Expected benefits on completion of the scheme details Enter values for Cane Area (In Hectare), Yield (Metric Tons per Hectare), Cane Production (In Lakh Metric Tons), Cane Crushed (In Lakh Metric Tons), Recovery (In %) and POI % Cane
Step 17	Fill Expected Incremental Financial Benefit (In Term of Rupees) details Enter amount in lacks with respect to year
Step 18	Upload document for Undertaking regarding no outstanding SDF/LSPEF dues against the sugar factory and company/society as a whole and Upload additional information as per prescribed format
Step 19	Select Security for SDF loan and enter Type of security description
Step 20	Click on Save as Draft to save application as a draft
Step 21	Click on Save & Submit to submit form
Reference to screen 26	
Result	Application part 2 is submitted successfully

Application List For Cane Development

✔ Application for Cane Development (Part II CD/1220160001) added successfully.

Screen 26: Application part 2 submitted successfully

7.2. Search and View Application Part 2 details

Application List For Cane Development

Sr No	Unit/Factory	Application No	Required Loan Amount [In Lakh]	Status	Actions
1	Test	CD/1220160001	22.22	Pending for Review by SDF DEO	<div style="border: 1px solid black; padding: 2px;"> Part I Details Part II Details Disable </div>

Note: Red circles in the original image highlight search filters and the Part II Details button.

Screen 27: Search and View Application Part 2 Details

Reference to screen 27

Step 1	Search Application part 2 details based on Unit/Factory and Application No search filters
Step 2	Click on Part 2 Details button under  symbol to view application Part 2 details

Reference to screen 28

Result	Application part 2 details searched and viewed successfully
---------------	---

Close ✕

Application For Cane Development – Part II

Part I Details ✕
Part II Details ✕
Disable ⌵

Concern	<input type="text" value="Test"/>	Unit/Factory	<input type="text" value="Test"/>
Company Have Other Sugar Factory	<input type="text" value="Yes"/>	Annual requirement of cane for the present installed capacity (in Lakh MTs)	<input type="text" value="22"/>
Expected financial benefit (Rs)	<input type="text" value="22"/>		

Financial Performance

(i) Profit/loss in last 5 years

Year	Profit/Loss During The Year After Tax (Rs. In Lakh)	Accumulated Profit/Loss (Rs. In Lakh)
2005-2006	22	22

(ii) Paid up share capital (Rs./Lakhs) as per latest balance sheet.

(iii) Reserves and other funds (Rs./Lakh) as per latest balance sheet. Excluding Depreciation

Screen 28: Application Part 2 Details

7.3. Print Application Part I & Part II

User can print application Part I & Part II using PRINT option on the right hand corner of the Application.

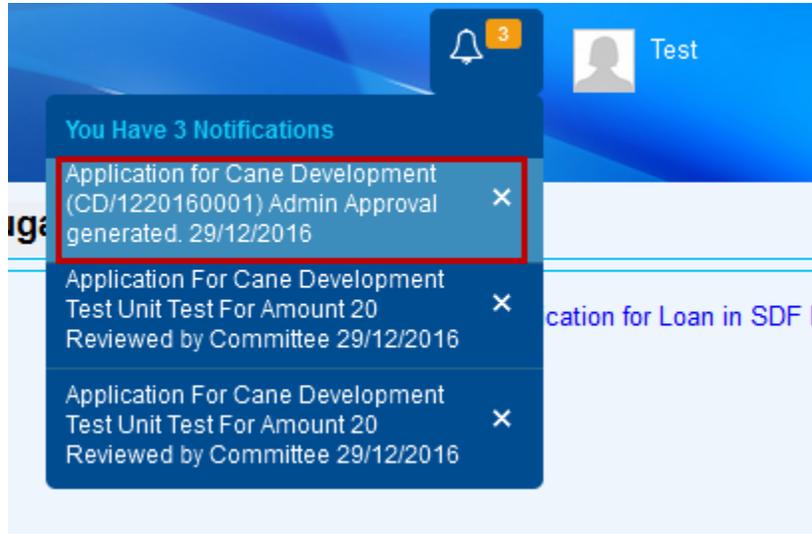
7.4. Process for Filing Applications for Other facilities

For applying loans for other facilities (Ethanol , Modernization , Zero Liquid Discharge and Co-generation) same steps to be followed as specified for Cane Development Applications.

Step 1	Select Type of facility
Step 2	Fill Application Part I and upload all documents as indicated on list of documents on Dashboard.
Step 3	Save application in Draft Mode or Save & Continue to fill Part II of the Loan Application
Step 4	Complete Loan Application PART I & PART II , Upload all required Calculation Sheets
Step 5	Use <Print> Option to print the Loan Application
Step 6	Click on Save as Draft to save application as a draft
Step 7	Click on Save & Submit to submit form

8. Admin Approval

❖ Notification



8.1. Search and View Admin Approval Details

Search Menu

Unit/Factory Master

New Application

My Applications

Admin Approval

Disbursement Applications

FACR

Admin Approval List

Amount Sanctioned [In Lakh]		Approval Date		Loan Application Status			
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Sr No	Unit/Factory Name	Facility	Admin Approval No	Amount Sanctioned [In Lakh]	Approval Date	Loan Application Status	Actions
1	Test	Cane Development	SDF-IFCI-AA-2016-12-0007	2	20/12/2016	Approved	
2	Test	Cane Development	SDF-IFCI-AA-2016-12-0004	10	14/12/2016	Approved	Details
3	Test	Cane Development	SDF-IFCI-AA-2016-12-0003	10	14/12/2016	Approved	

Screen 29: Search and View Admin Approval Details

Reference to screen 29	
Step 1	Click on Admin Approval under menus to view admin approval list
Step 2	Search Admin Approval details based on Amount Sanctioned [In Lakh] , Approval Date and Loan Application Status search filters
Step 2	Click on Details button under symbol to view admin approval details
Reference to screen 30	
Result	Admin approval details searched and viewed successfully

Admin Approval Details

Close ✕

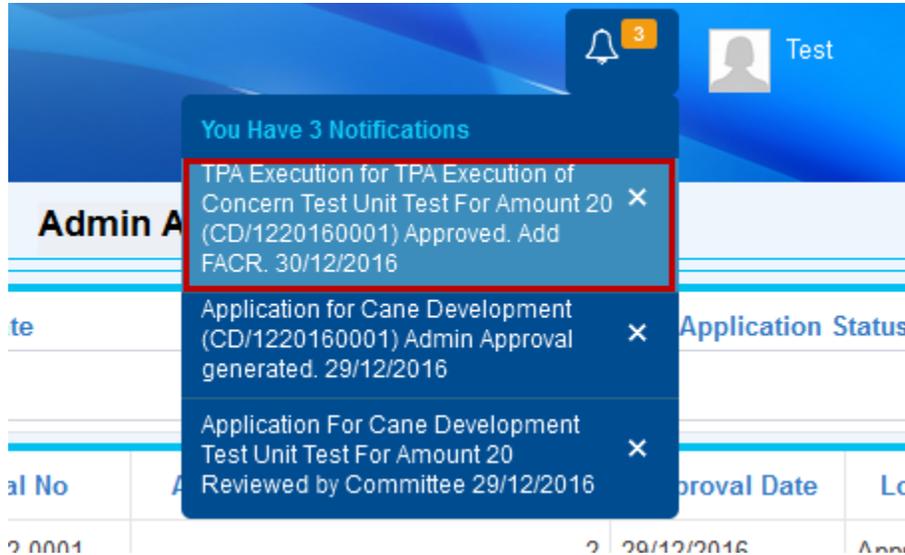
Details ✕

Amount Sanctioned [In Lakh]	<input type="text" value="2"/>	Approval Date	<input type="text" value="20/12/2016"/>
Admin Approval Valid From	<input type="text" value="20/12/2016"/>	Admin Approval Valid To	<input type="text" value="27/12/2017"/>
Specify Condition, If Any	<input type="text" value="Test"/>	Loan Application Status	<input type="text" value="Approved"/>

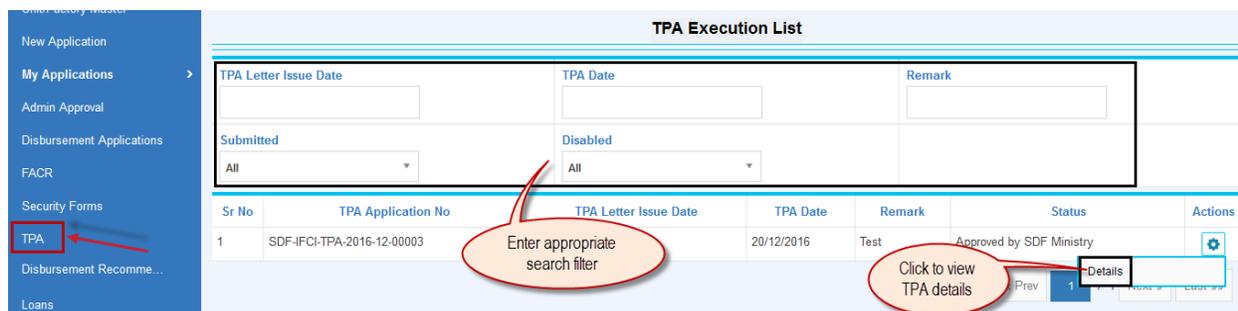
Screen 30: Admin Approval Details

9. TPA

❖ Notification



9.1. Search and View TPA Details



Screen 31: Search and View TPA details

Reference to screen 31	
Step 1	Click on TPAs under menus to view TPA list
Step 2	Search TPA details based on TPA Letter Issue Date, TPA Date and Remark search filters
Step 2	Click on Details button under  symbol to view TPA details
Reference to screen 32	
Result	TPA details searched and viewed successfully

Sugar Development Fund

TPA Execution Details Close ✕

Details ✕

1 Step 1 2 Step 2 3 Step 3

TPA Execution Details

Rejection Reviews

TPA Letter Issue Date	20/12/2016	TPA Date	20/12/2016
Remark	Test	TPA Approval Date	20/12/2016
Amount Sanctioned [In Lakh]	2		

Whether complete papers submitted

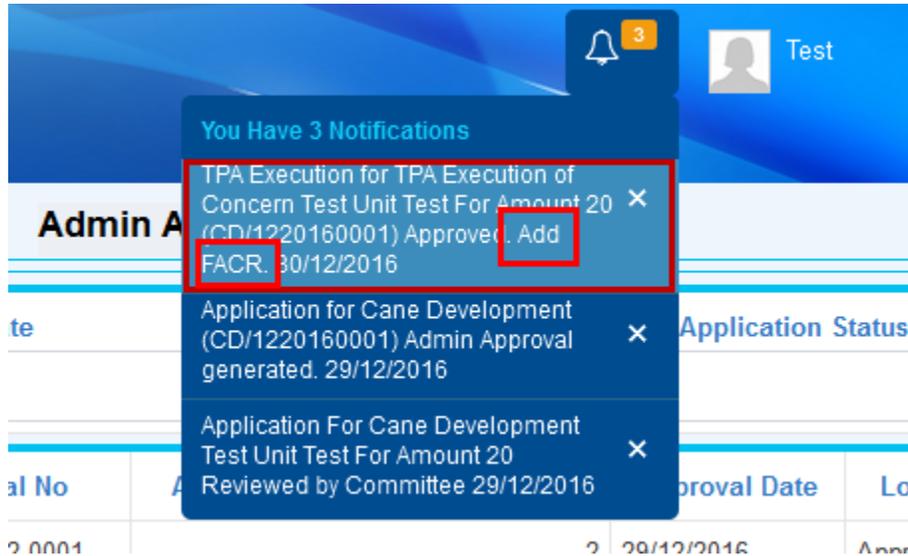
Mandatory Documents

Balance sheet for two years	View	Tri Partite Aggrement Copy	View
-----------------------------	----------------------	----------------------------	----------------------

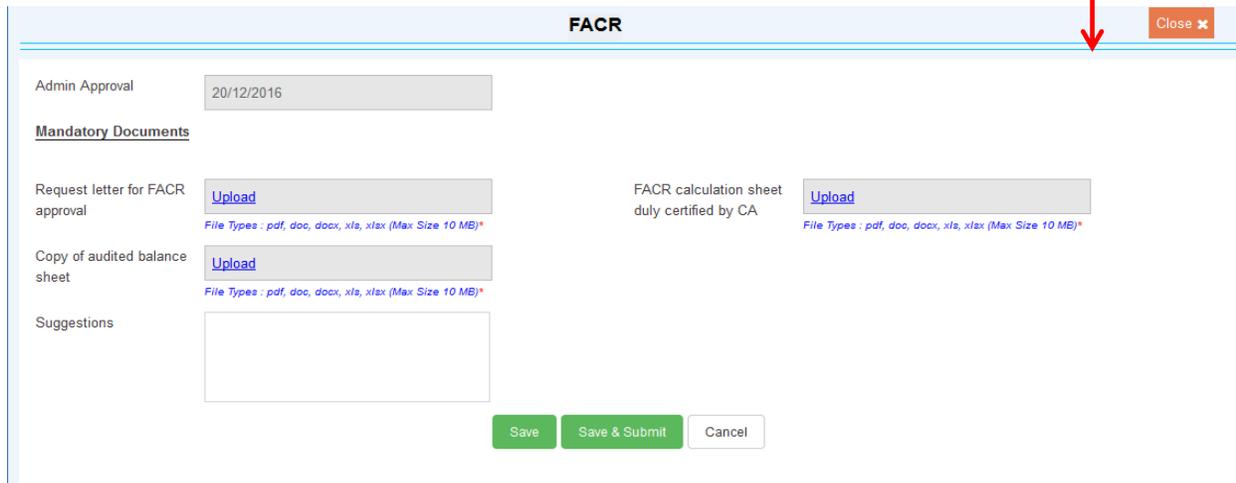
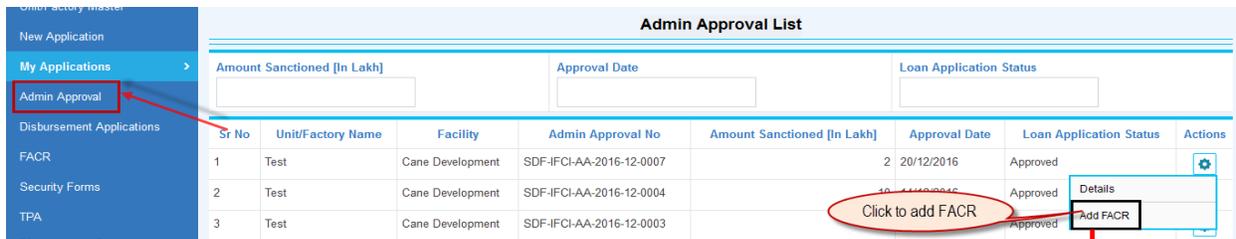
[« Previous](#) [Cancel](#)

Screen 32: TPA Details

10. FACR



10.1. Add FACR



Screen 33: Add FACR

Reference to screen 33	
Step 1	Click on Admin Approval under menus
Step 2	Click on Add FACR button under  symbol to view FACR form
Step 3	Upload Request letter for FACR approval, FACR calculation sheet duly certified by CA and Copy of audited balance sheet documents and Enter Suggestion
Step 4	Click on Save to save details
Step 5	Click on Save & Submit to submit details
Reference to screen 34	
Result	FACR added successfully

Admin Approval List

 FACR for Cane Development (SDF-IFCI-FACR-2016-12-0002) submitted successfully.

Screen 34: FACR submitted successfully

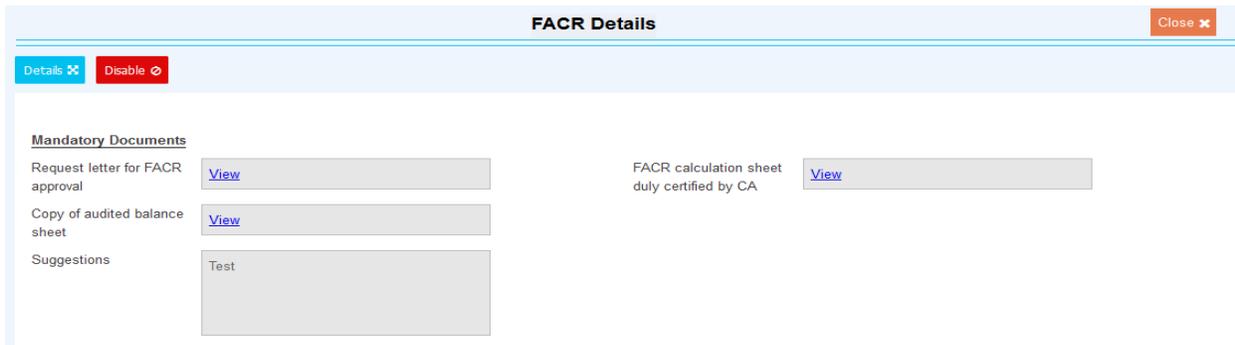
10.2. Search and View FACR Details



The screenshot shows the 'FACR's List' interface. On the left, a navigation menu has 'FACR' highlighted. The main content area includes search filters for 'Suggestions', 'Submitted', and 'Status'. Below these is a table with columns: 'Sr No', 'FACR No', 'Admin Approval No', 'Suggestions', and 'Actions'. The table contains two rows of data. A red callout points to the 'Suggestions' search filter with the text 'Enter Appropriate search filter'. Another red callout points to the 'Details' button in the 'Actions' column of the first row with the text 'Click to view FACR details'.

Screen 35: Search and View FACR Details

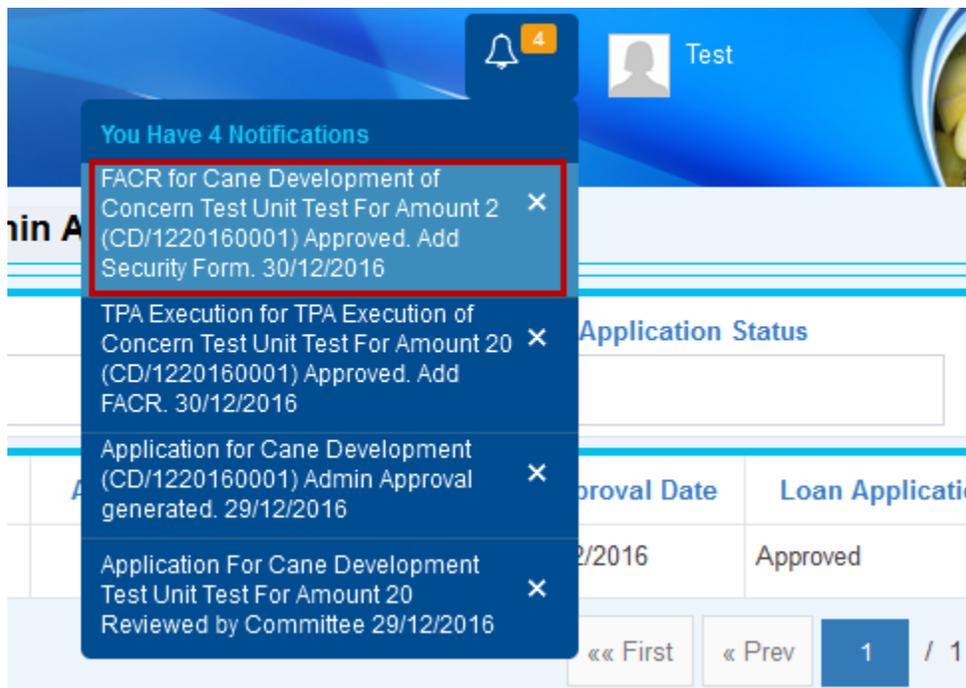
Reference to screen 35	
Step 1	Click on FACR under menus
Step 2	Search FACR details based on Suggestions search filter
Step 3	Click on Details button under  symbol to view FACR details
Reference to screen 36	
Result	FACR details searched and viewed successfully



Screen 36: FACR Details

11. Security Form

❖ Notification



Note:

- ❖ After Approval of FACR form Nodal Agency and SDF Ministry, concern user will be able add security form

11.1. Add Security Form

Admin Approval List

Sr No	Unit/Factory Name	Facility	Admin Approval No	Amount Sanctioned [In Lakh]	Approval Date	Loan Application Status	Actions
1	Test	Cane Development	SDF-IFCI-AA-2016-12-0007		20/12/2016	Approved	
2	Test	Cane Development	SDF-IFCI-AA-2016-12-0004			Approved	
3	Test	Cane Development	SDF-IFCI-AA-2016-12-0003			Approved	

Security Form Close ✕

Admin Approval: 20/12/2016

Letter to Company Date *

FACR Submission Date *

Security Letter Date *

Security Creation Date *

Security Letter: [Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Nature of security *

Bank Guarantee Furnish Date

Mandatory Documents

Charge Certificate with CERSAI: [Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Optional Documents

Auditors Certificate for expense incurred: [Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)

Suggestions

Click to save details

Click to submit security form

Click to cancel

Screen 37: Add Security Form

Reference to screen 37	
Step 1	Click on Admin Approval under menus
Step 2	Click on Apply Security Form button under symbol to view security form

Step 3	Choose Letter to Company Date, FACR Submission Date, Security Letter Date, Security Creation Date and Upload Security Letter
Step 4	Select Nature of security , if nature of security is Bank Guarantee then Select Bank Guarantee Furnish Date
Step 5	Upload Charge Certificate with CERSAI, Auditors Certificate for expense incurred documents and Enter Suggestions
Step 6	Click on Save to save details
Step 7	Click on Save & Submit to submit details
Reference to screen 38	
Result	Security Form submitted successfully

Admin Approval List

✔ Security form for Cane Development (SDF-IFCI-SC-2016-12-0002) submitted successfully.

Screen 38: Security Form submitted successfully

11.2. Search and View Security Form Details

Security Form List

Nature of security: All | Amount Sanctioned [In Lakh]: | Security Creation Date: | Approval Date: | Security Form No: | Submitted: All

Sr No	Unit/Factory Name	Security Creation Date	Nature of security	Amount Sanctioned [In Lakh]	Approval Date	Status	Actions
1	Test	SDF-IFCI-SC-2016-12-0002	21/12/2016	Bank Guarantee	Pending for application vie	Details	Disable

Screen 39: Search and View Security Form Details

Reference to screen 39	
Step 1	Click on Security Form under menus
Step 2	Search Security Form details based on Nature of security, Amount Sanctioned [In Lakh], Security Creation Date, Approval Date, Security Form No search filter
Step 3	Click on Details button under  symbol to view Security Form details
Reference to screen 40	
Result	Security Form details searched and viewed successfully



Security Form Details Close ✕

Details ✕ Disable ☒

Disbursement Application Date <input style="width: 100%;" type="text" value="20/12/2016"/>	Letter to Company Date <input style="width: 100%;" type="text" value="21/12/2016"/>
FACR Submission Date <input style="width: 100%;" type="text" value="21/12/2016"/>	Security Letter Date <input style="width: 100%;" type="text" value="21/12/2016"/>
Security Creation Date <input style="width: 100%;" type="text" value="21/12/2016"/>	Security Letter <input style="width: 100%;" type="text" value="View"/>
Nature of security <input style="width: 100%;" type="text" value="Bank Guarantee"/>	Bank Guarantee Furnish Date <input style="width: 100%;" type="text" value="21/12/2016"/>

Mandatory Documents

Charge Certificate with CERSAI

Optional Documents

Auditors Certificate for expense incurred

Suggestions

Screen 40: Security Form Details

12. Disbursement Application

Note:

- ❖ Once IFCI user adds Inspection, after that concern user will be able apply for disbursement application.

12.1. Add Disbursement Application Request

Admin Approval List

Sr No	Unit/Factory Name	Facility	Admin Approval No	Amount Sanctioned [In Lakh]	Approval Date	Loan Application Status	Actions
1	Test	Cane Development	SDF-IFCI-AA-2016-12-0007	2	20/12/2016	Approved	Details
2	Test	Cane Development	SDF-IFCI-AA-2016-12-0004	10	14/12/2016	Approved	Apply Disbursement Request
3	Test	Cane Development	SDF-IFCI-AA-2016-12-0003			Approved	

Disbursement Application

Admin Approval Details

Admin Approval Date: 20/12/2016 Amount Sanctioned [In Lakh]: 2

Add Requested Loan Amount (Disbursement Amount)

Requested Disbursement Loan Amount [In Lakh] * : e.g. 99.99

Mandatory Documents

Board Resolution: [Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

Optional Documents

Charge Certificate from ROC: [Upload](#)
File Types : pdf, doc, docx, xls, xlsx (Max Size 10 MB)*

Buttons: [Save](#) (Click to save disbursement application), [Save & Submit](#) (Click to submit disbursement application), [Cancel](#) (Click to cancel)

Screen 41: Apply Disbursement Application



Reference to screen 41	
Step 1	Click on Admin Approval under menus
Step 2	Click on Apply Disbursement Application button under  symbol to view Disbursement Application
Step 3	Enter Requested Disbursement Loan Amount [In Lakh]
Step 4	Upload Board Resolution, Charge Certificate from ROC document
Step 5	Click on Save to save details
Step 6	Click on Save & Submit to submit details
Reference to screen 42	
Result	Disbursement Application submitted successfully

Admin Approval List

 Disbursement Application for Cane Development (SDF-IFCI-DA-2016-12-0002) submitted successfully.

Screen 42: Disbursement Application submitted successfully

12.2. Search and View Disbursement Application

Disbursement Application's List

Sr No	Unit/Factory Name	Disbursement Application No	Facility	Requested Disbursement Loan Amount (In Lakh)	Status	Actions
1	Test	SDF-IFCI-DA-2016-12-0002	Cane Development			Details

Screen 43: Search and View Disbursement Application

Reference to screen 43	
Step 1	Click on Disbursement Application under menus
Step 2	Search Disbursement Application details based on Disbursement Application No, Requested Disbursement Loan Amount [In Lakh], Status search filter
Step 3	Click on Details button under  symbol to view Disbursement Application details
Reference to screen 44	

Result Disbursement Application details searched and viewed successfully

Disbursement Application Details Close ✕

Details ✕ Disable ⌵

Admin Approval Details

Admin Approval Date	20/12/2016	Amount Sanctioned [In Lakh]	2
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Requested Disbursement Loan Details

Requested Disbursement Loan Amount [In Lakh]	1	Disbursement Application Date	21/12/2016
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Mandatory Documents

Board Resolution	View
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Optional Documents

Charge Certificate from ROC	View
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Screen 44: Disbursement Application Details

13. Disbursement Recommendation

13.1. Search and View Disbursement Recommendation Details

Disbursement Recommendation List

Disbursement Recommendation No:

Requested Disbursement Loan Amount [In Lakh]:

Amount Sanctioned [In Lakh]:

Status:

Submitted:

Disabled:

Sr No	Unit/Factory Name	Disbursement Recommendation No	Amount Sanctioned [In Lakh]	Requested Disbursement Loan Amount [In Lakh]	Status	Actions
1	Test	SDF-IFCI-DR-2016-12-0002	2			Click to view Details

Screen 45: Search and View Disbursement Recommendation

Reference to screen 45	
Step 1	Click on Disbursement Recommendation under menus
Step 2	Search Disbursement Recommendation details based on Disbursement Recommendation No, Requested Disbursement Loan Amount [In Lakh], Amount Sanctioned [In Lakh] search filter
Step 3	Click on Details button under  symbol to view Disbursement Recommendation details
Reference to screen 46	
Result	Disbursement Recommendation details searched and viewed successfully

Disbursement Recommendation Details Close ✕

Details ✕

1 Step 1 2 Step 2 3 Step 3 4 Step 4 5 Step 5

Disbursement Recommendations Details

Security Charge Type	1st Pari-Passu Charge	Security Creation Date	21/12/2016 00:00:00
Sanctioned Loan Amount	2	Sanction Date	20/12/2016
Disbursement Date	22/12/2016	Requested Disbursement Loan Amount [In Lakh]	1

Mandatory Documents

Upload Recommendation Letter [View](#)

Optional Documents

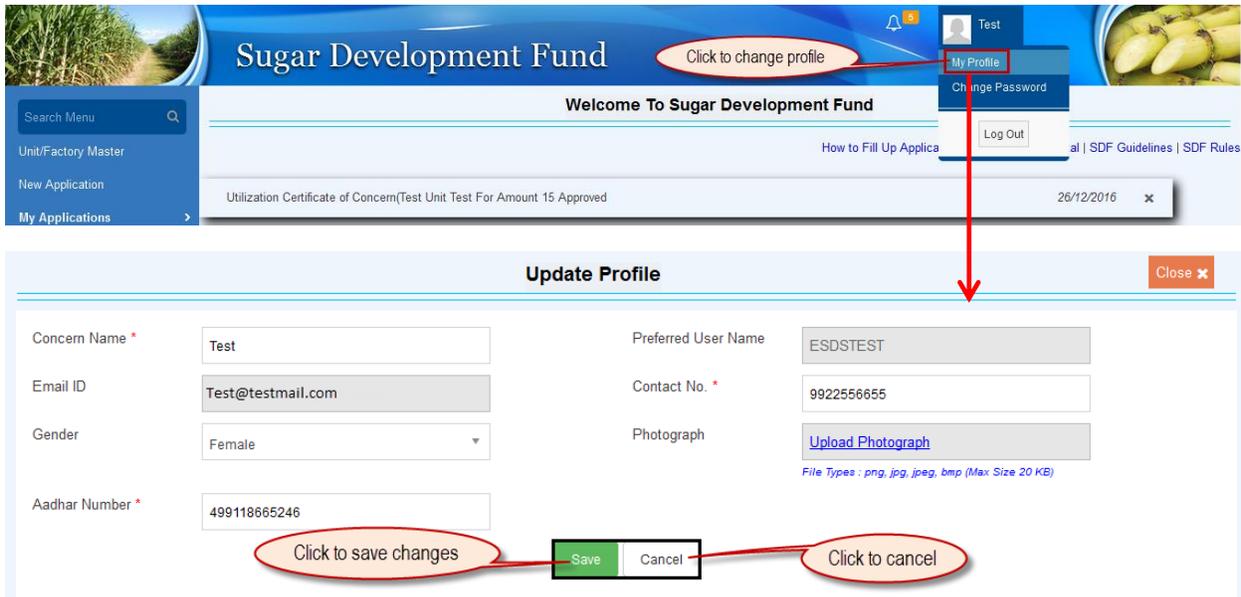
Balance sheet for two years [View](#)

[← Previous](#) [Cancel](#)

Screen 46: Search and View Disbursement Application Details

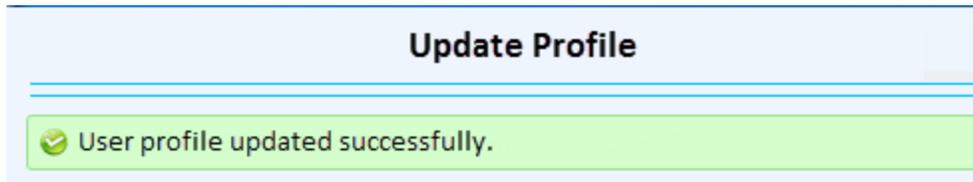
14. User Settings

14.1. My Profile



Screen 45: Update Profile

Reference to screen 45	
Step 1	Click on My Profile under user settings
Step 2	Edit profile and Click on Save button to save changes
Reference to screen 46	
Result	User Profile updated successfully



Screen 46: User Profile updated successfully

14.2. Change Password

[Refer section 2](#)

14.3. Logout



Screen 47: Logout Screen

Reference to screen 47

Step 1	Click on Logout button under user settings to quit
Result	User will Logged out successfully