FISHERIES AND AQUACULTURE INFRASTRUCTURE DEVELOPMENT FUND
(FIDF)

FIDF PORTAL - USER MANUAL FOR NCDC

Nodal Implementing Agency
National Fisheries Development Board, Hyderabad

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# 1. HOW TO LOGIN:

User: NCDC, New Delhi

This user manual gives complete guidance for the following activities in NCDC login:

1. View the list of applications recommended and approved by CAMC
2. View and download the minutes of CAMC meeting and approval document
3. Sanction of loan to approved proposals from Cooperative entities
4. Release of loan and interest subvention to projects from Cooperative entities

Type www.fidf.in in the chrome / IE10/ Mozilla Firefox browser- address bar and click enter. The FIDF portal will open. The landing page of FIDF portal is given below:

Click on Apply / Login given on the top right corner of the page. On clicking, the login page will be loaded. The same is given below:
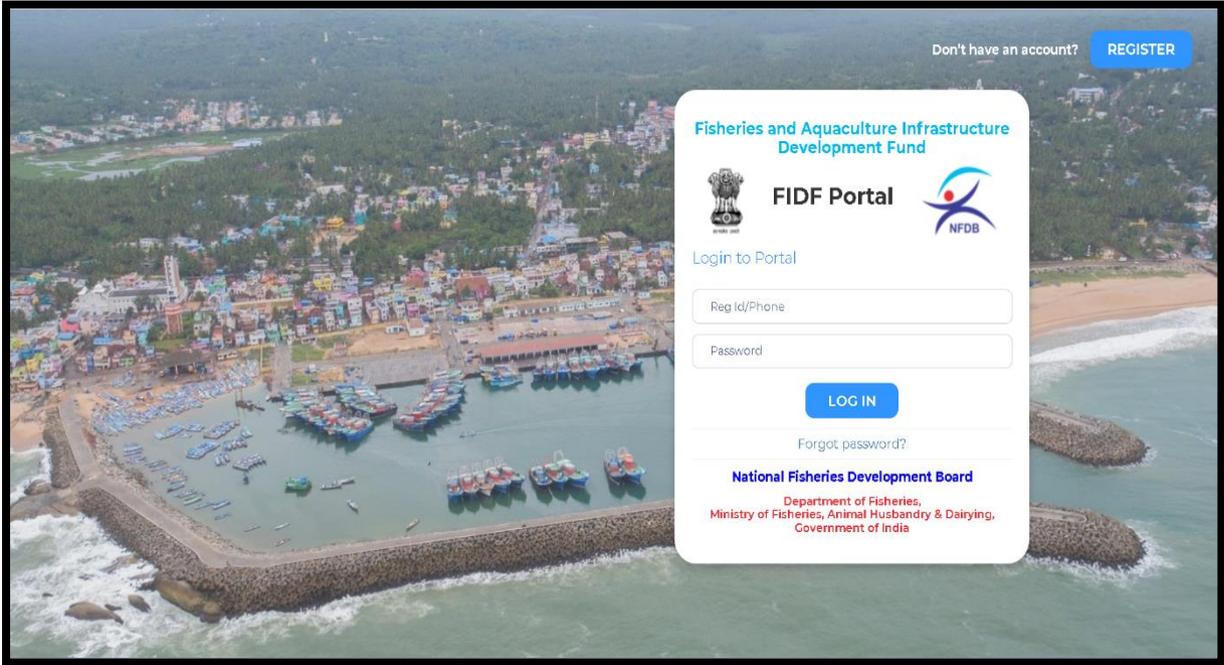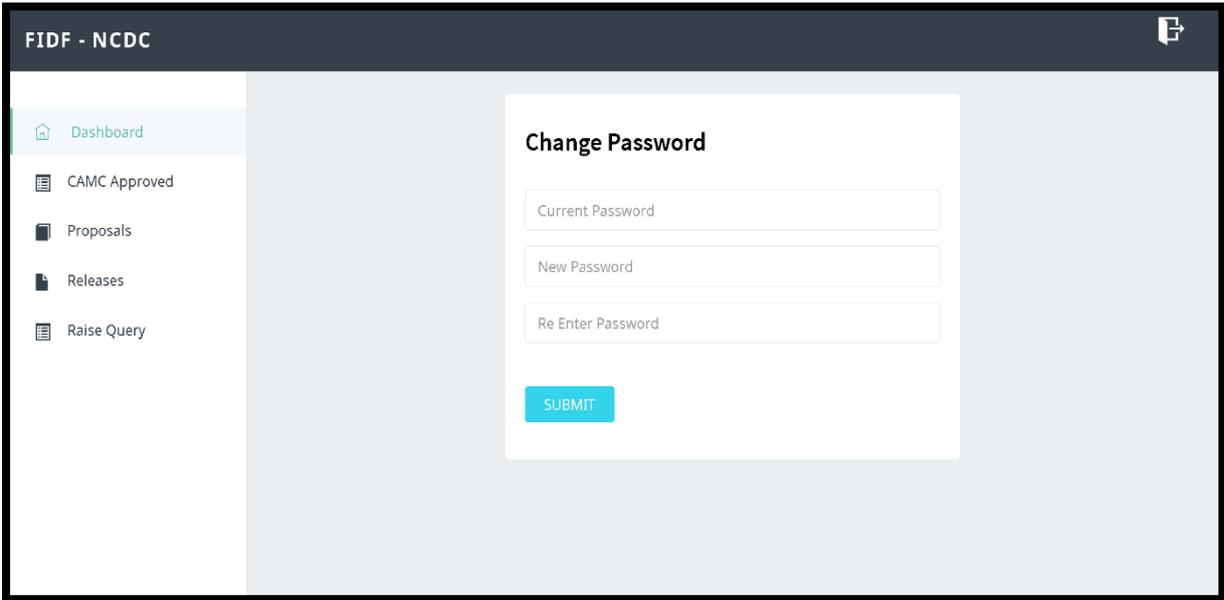
Enter the username and password given to NCDC. And click login. The login page of NCDC will be loaded.

2. CHANGE PASSWORD

After login, it is requested to change the password for NCDC login. Click on the right top corner "Profile Pic". There is an option to change the password.
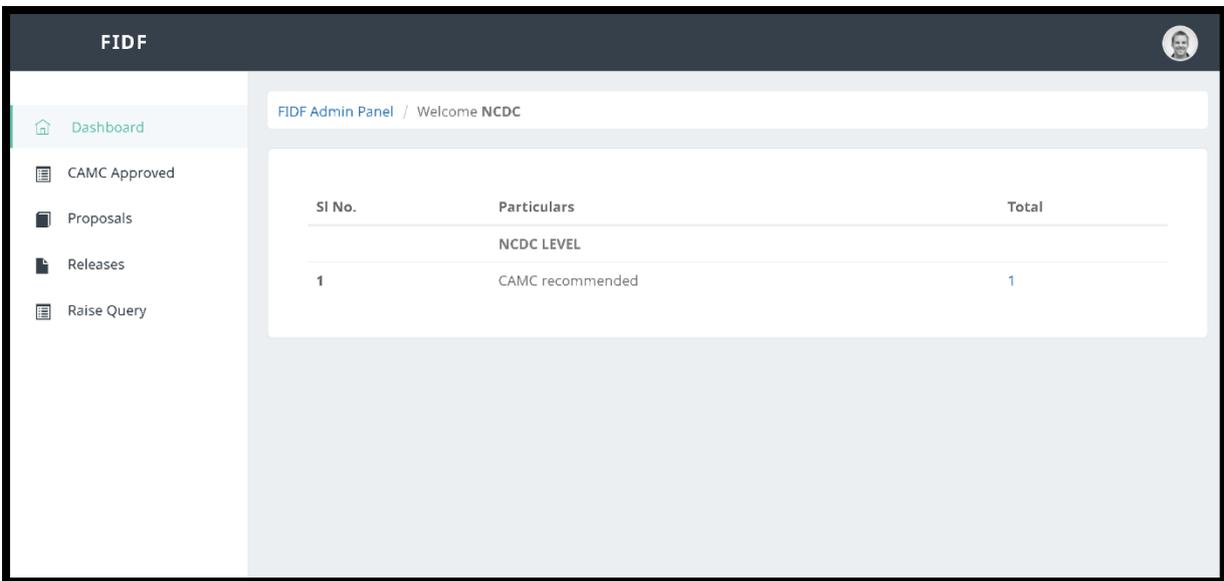

Click on change password. The following screen opens up:

Type in the current password and the new desired password and click submit. The password will be changed and updated.

3. NCDC LOGIN DASHBOARD:

The login page opens with a default dashboard, which gives the number of applications which are recommended by CAMC. On clicking the count, the following NCDC can view the list of all the CAMC approved applications. Only those entities who registered as cooperatives are shown in NCDC login.
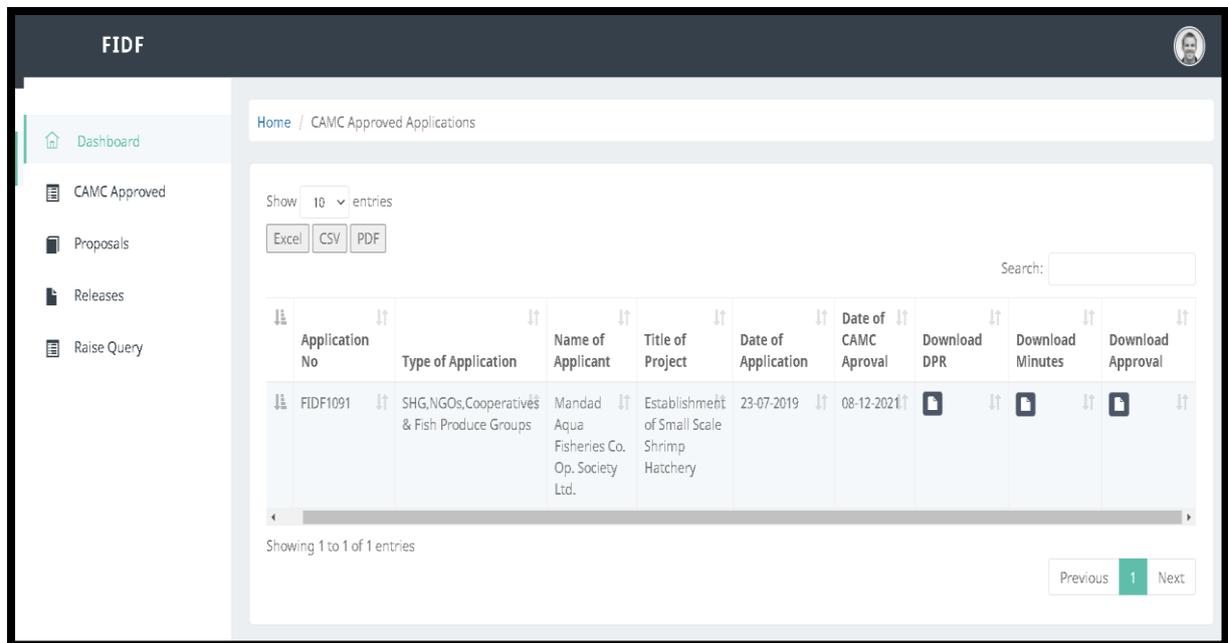
On the left panel, the following are provided:

1. CAMC Approved: List of CAMC approved applications
2. Proposals: List of Cooperative entities proposals for which loan is yet to be sanctioned
3. Releases: List of Cooperative proposals for which loan has already been sanctioned

The detailed description is given in the subsequent pages.

4. VIEW CAMC RECOMMENDED APPLICATIONS:

Once Clicked, the following screen opens:

This will give the list of applications approved by Central Approval & Monitoring Committee (CAMC). This section gives the option to view the list of all applications which is referred to NCDC for sanction, release of loan, release of interest subvention for Cooperatives entity applications under FIDF.

Click on the folder [icon] button and download the complete Detailed Project Report in ZIP file format, Download minutes of the CAMC meeting & Download the CAMC approval document in PDF format.
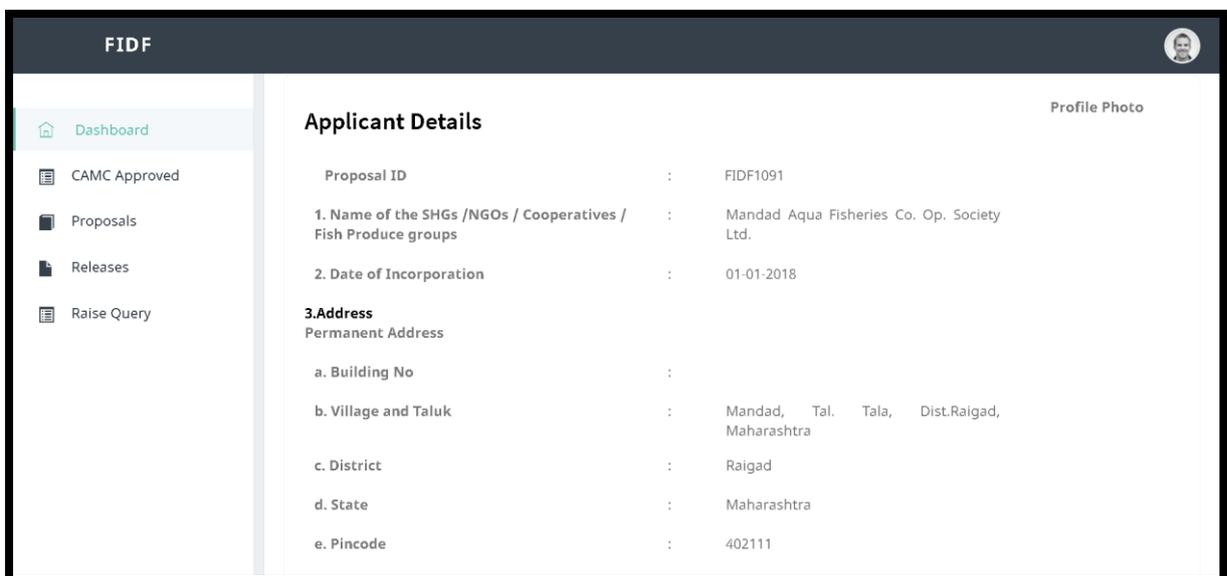
5. VIEW & SANCTION COOPERATIVE PROPOSALS:

Separate window has been given to view the Cooperative Proposals, which are recommended by CAMC. On clicking "Proposals", the following screen opens:
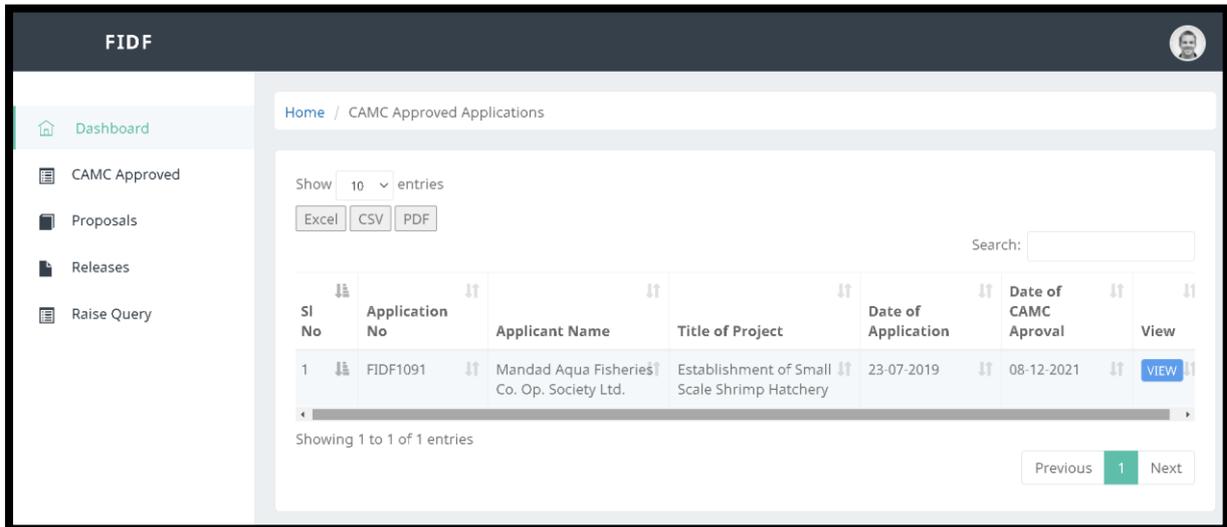

List of Cooperative entity - CAMC approved applications can be viewed. On clicking the view button against a proposal, the detailed view of application along with the attachment will be shown. The same is shown below:
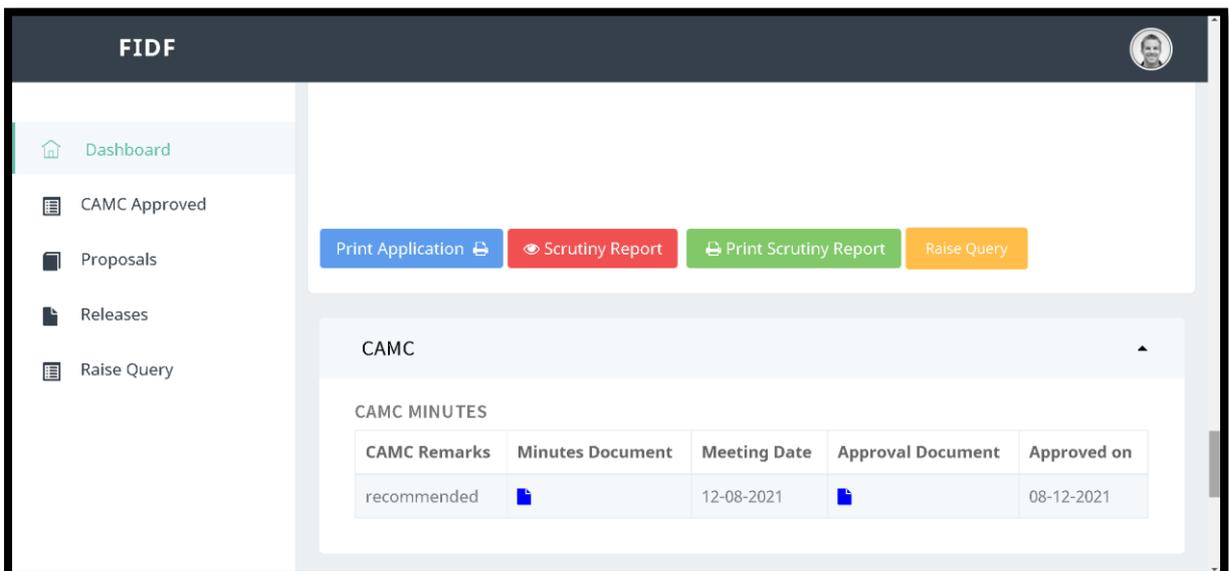

Upon scrolling down the application, the details of application like activity proposed, documents attached can be viewed / downloaded. The scrutiny report submitted by NFDB can also be viewed/ downloaded. The same is as given below:
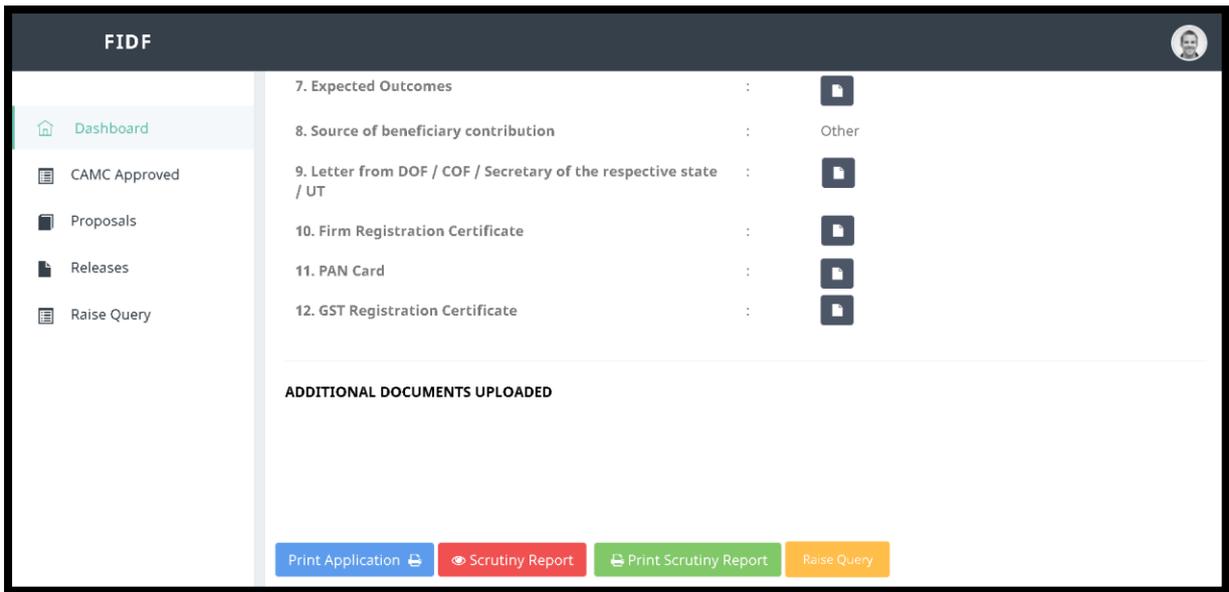
Further scrolling down, the minutes and approvals of CAMC can be viewed & downloaded.

On clicking the button, the respective documents in PDF format can be viewed and downloaded.

Further scrolling down, gives the data entry form for the sanction of loan by NCDC for the respective application. The form screen shot is as given below:
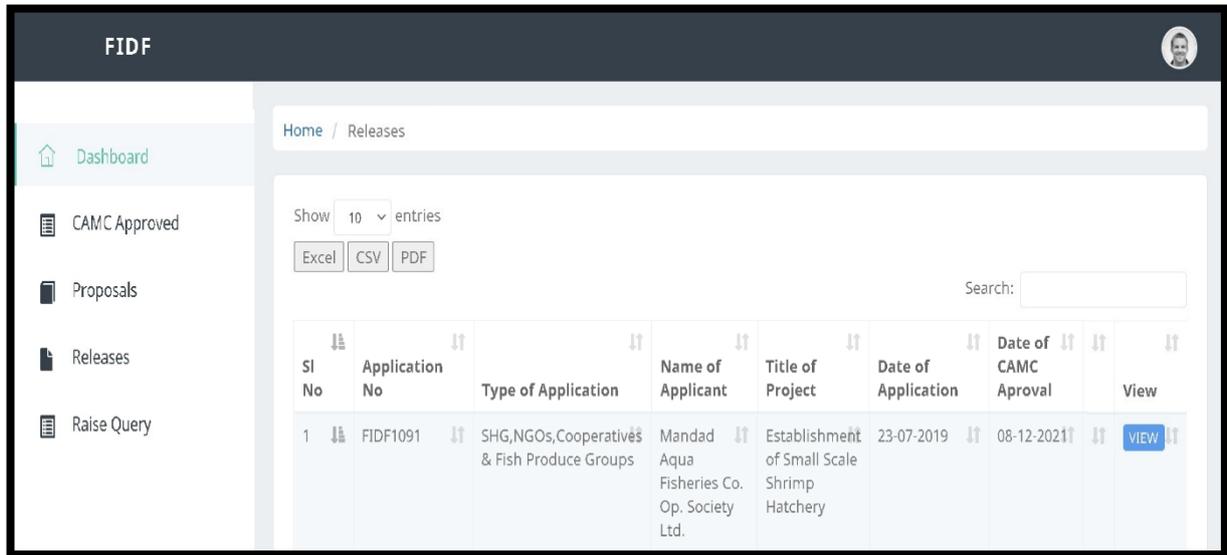
Here the NCDC can enter the details of loan approved for that respective application:

1. Date of Approval of loan: The date has to be selected in DDMMYYYY format
2. Loan Amount Sanctioned: Enter the loan amount sanctioned in Rs Lakhs. i.e. for example, for 100 Crores loan sanctioned, 10000.00 (100 lakhs) has to be entered.
3. Interest Subvention percentage: Enter interest subvention percentage applicable to the loan sanctioned
4. Interest subvention amount: Enter interest subvention amount in Rs. Lakhs applicable to the loan sanctioned.
5. Upload Sanction letter: Upload sanction letter of the loan for the respective project in PDF format.

This entry has to be done only once for the project. Once submitted, this application will be shown in "Releases" tab. The release of loan to be applicant can be entered in "Releases" section only.
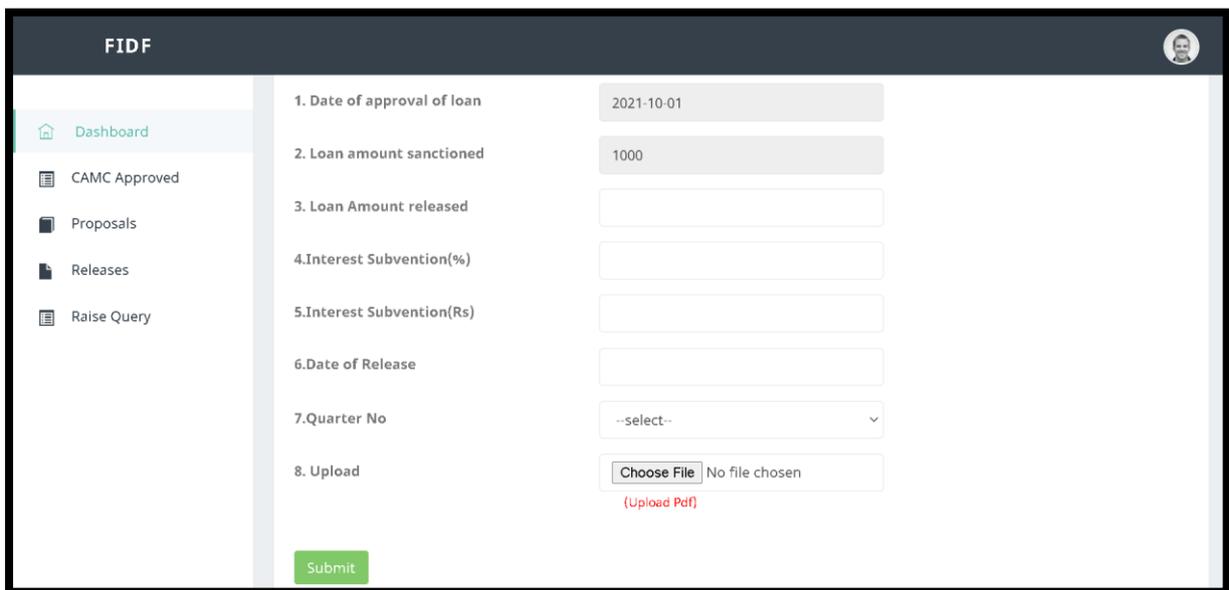
6. UPDATE RELEASES TO APPLICATIONS:

The applications which have been sanctioned loan will be shown in this page. On clicking "Releases", the following window opens:

Once clicking VIEW button, the details of the application and the sanction of loan details will be shown. At the bottom, the provision is given to enter the release of loan details. The same is shown below:

The date of approval of loan and the loan amount sanctioned in Rs. Lakhs will be displayed by the system, as it is already entered. NCDC has to enter the following details w.r.t the release of the loan:

1. Loan amount released: Enter loan amount released in Rs. Lakhs
2. Interest Subvention percentage: Enter interest subvention percentage applicable to the loan sanctioned
3. Interest subvention amount: Enter interest subvention amount in Rs. Lakhs applicable to the loan sanctioned.
4. Date of Release: Enter the date of release of loan amount
5. Upload Sanction letter: Upload sanction letter of the loan for the respective project in PDF format.

It is to note that NCDC can enter the releases to the same applicant multiple times by following the above procedure.