

**F.No. 10-1/(2023)-NSWS Portal
Government of India
Ministry of Consumer Affairs, Food and PD
Department of Food and Public Distribution
Directorate of Sugar & Vegetable Oils**

Krishi Bhawan, New Delhi
Date : 13.04.2023

To,

The CEO/MD of all Sugar Mills

Subject : Issuance of revised user manual regarding P-II proforma on National Single Window System (NSWS) Portal-reg

Madam/Sir,

I am directed to invite your kind attention to the launch of a new PII portal for submitting the information regarding sugar production, dispatch and month end stock etc on NSWS. In this regard, a letter dated 07.03.2023 has already been issued to all State Cane Commissioners, and Industry Associations viz. ISMA, NFCSE and all sugar mills requesting them to fill their PII proforma of March 2023 onward on new revamped PII platform on NSWS portal.

2. Since the portal has just been launched and new to sugar mills, workshops/seminars have been conducted and issues have been identified and the same has been reported to NSWS team. It is mentioned that the most of the required changes have been rectified/ implemented by NSWS team.

3. In this regard, a revised user manual has been prepared by the Directorate with the latest changes including various FAQs.

4. In case any clarification is required regarding NSWS, issues may be communicated through email to sostat.dsvo@gov.in or to Shri Sudhir Yadav, Section Officer / Shri Sumit Sharma, Sr. Accounts and Statistical Officer (Tel.No.011-23383016).

Yours faithfully,



(Dilip Kumar Jha)

Under Secretary to the Govt. of India
Tel: 011-23380552

Copy to:

1. DG, ISMA
2. MD, NFCSE
3. PS to Director (Sugar), DSVO



Department of Food and Public Distribution
Ministry of Consumer Affairs, Food and Public
Distribution,
Govt. of India
Krishi Bhavan, Dr. Rajendra Prasad Road
New Delhi-110001

“User Manual Online P-II on NSWS Portal”

Version: V.1

Submitted By;
Directorate of Sugar & Vegetable Oils,
Department of Food & Public Distribution



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Disclaimer:

Though all possible care has been taken to ensure accuracy and consistency, in the event of a conflict between the User Manual and Government orders/ instructions on the subject, the latter will prevail. Any information given herein cannot be cited in any dispute or litigation, nor is it a substitute for a legal interpretation/ evidence. The user will be solely responsible for any consequence of the decision taken on the basis of information contained in this Guide.



1. Introduction

This document has been prepared to help the user(s) to become familiar & understand the system. This document also describes the phase-out procedures for using the application. It includes screenshots of the human-machine interface(s), text descriptions & the directional guidance for using the portal.

User has to open the supportive web browser & enter the URL, <https://www.nsws.gov.in/>. Once the user will enter the above mentioned URL, then portal's login page will open.

This is to be noted clearly that user must be registered & authorized by DFPD to use the said portal. This is to be noted clearly that this P-II portal on NSWS is only for registered sugar mills and ethanol units.

These manual document is applicable for those all functionalities which are currently available on 'Online P-II Portal'. Whatever the new functionalities, those will be added to the same portal in future (if applicable); their functionalities description will be explained in next version of this manual document.

In this document, all the functionalities & the correct way to execute them has been described on the level of a sugar mill user, as the user mill can access to the all available pages.

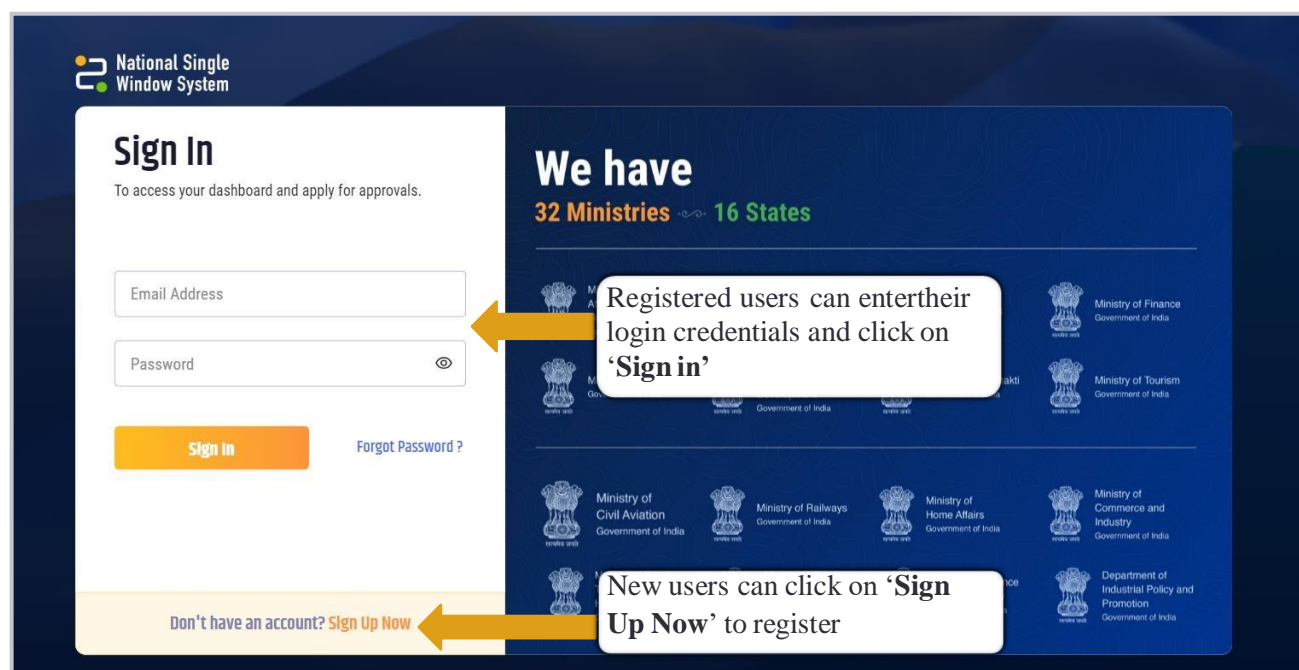
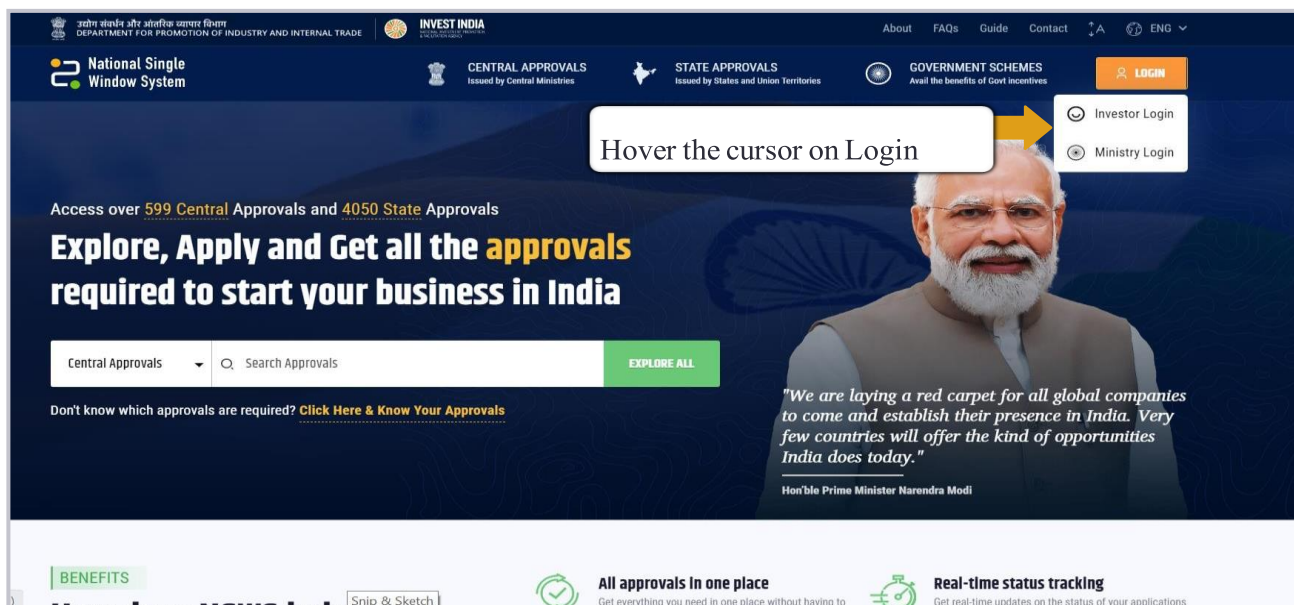
If the user still feels the difficulties while using the P-II portal, they can reach to our support team. The team will be happy to understand their problems & providing them the easiest possible solution for their problems. The issues may be raised at sumit.sharma@nic.in or sudhir.yadav50@nic.in and if the issues are still not resolved, user may call at 011 - 23383016 or 011 – 23381814.

This document explains the complete process from logged-in activities to log out activities. Refer this document for using the portal without any trouble.

Warning: Sugar mills must have to fill correct information in this portal any wrong information or fabricated data will be considered the violation of Sugar (Control) Order, 1966 as amended from time to time and would attract the penal provisions under the Essential Commodities Act, 1955, as amended from time to time.

2. Sign-up (New Registration for Sugar Mills)

If user is already registered & wants to access the NSWS portal, he has to login first. In order to login successfully, user has to follow the login procedures as followings (as shown in below image). In case the user has not registered on NSWS portal, the signup process should be followed.





The sign-up process is as below:-

National Single Window System

Sign Up

We're so happy you're here, let's start by signing up.

Full Name*
Test

Email*
tt@l.com [Verify](#)

Mobile Number*
+91 83 [Verify](#)

Set Password*

Password must include at least one uppercase letter, lowercase letter, number, special character and should be between 6-20 characters.

[Sign Up Now](#) [Reset Form](#)

By creating an account, I accept the [Terms & Conditions](#) and [Privacy Policy](#)

Have an account? [Sign In](#)

We have 32 Ministries ~ 16 States

Enter the details and click on 'Verify' to receive OTP on your Email Id and Mobile Number

Ministry of Finance
Government of India

Ministry of Power
Government of India

Human Resource Development
Government of India

Ministry of Jal Shakti
Government of India

Ministry of Tourism
Government of India

Ministry of Civil Aviation
Government of India

Ministry of Railways
Government of India

Ministry of Home Affairs
Government of India

Ministry of Commerce and Industry
Government of India

Ministry of Road Transport and Highways
Government of India

Ministry of Road Transport and Highways
Government of India

Ministry of Science and Technology
Government of India

Department of Industrial Policy and Promotion
Government of India

[Privacy](#) [Terms](#)

National Single Window System

Sign Up

We're so happy you're here, let's start by signing up.

Full Name*
Test

Email*
tl@l.com ✓

Mobile Number*
+919 3 ✓

Set Password*

[Sign Up Now](#) [Reset Form](#)

By creating an account, I accept the [Terms & Conditions](#) and [Privacy Policy](#)

Have an account? [Sign In](#)

We have 32 Ministries ~ 16 States

After successful verification, a green check mark appears on the respective fields

Click on 'Sign Up Now' to register, users will automatically be logged into their NSW account

Ministry of Consumer Affairs, Food and Drug Administration
Government of India

Ministry of Environment, Forest and Climate Change
Government of India

Ministry of Health and Family Welfare
Government of India

Ministry of Finance
Government of India

Ministry of Tourism
Government of India

Ministry of Commerce and Industry
Government of India

Department of Industrial Policy and Promotion
Government of India

Transport and Highways
Government of India

Transport and Highways
Government of India

Ministry of Science and Technology
Government of India

[Privacy](#) [Terms](#)



After sign in process is as below:-

After signing, kindly select legal entity type and confirm PAN details.

National Single Window System

Welcome Deepak Yadav!
You have been successfully registered on NSWS

Select your legal 'entity' type

Setup your profile
Select your legal entity type

INCORPORATED COMPANY
Select if you have a CIN

LIMITED LIABILITY PARTNERSHIP
Select if you have an LLPIN

SOLE PROPRIETOR

OTHERS

NONE OF THESE, I'M PLANNING TO REGISTER A NEW ENTITY

NONE OF THESE, FDI IN INDIA

LOGOUT

2/4

Validate your permanent Account Number:-

National Single Window System

Test2
You have been successfully registered on NSWS

Setup your profile
Validate your Permanent Account Number (PAN)

Enter Permanent Account Number—
AUZPY1786G

PAN DETAILS

Name on PAN Card DEEPAK YADAV

☒ I accept that the details provided are associated with my company.

Accept declaration

Click Next to proceed

NEXT

LOGOUT

3/4



3. Complete Profile

Relevant fields in Company profile to be filled.

Complete your profile

After completing profile company have to map DSC

Digital signature certificate (DSC) of authorized person to be mapped by following steps mentioned in site

In case of any issue in mapping the DSC please refer following link <https://embridge.emudhra.com/> and refer installation guide available on downloads.

Follow these 3 Steps

Add Digital Signature Certificate

You need to have a digital signature and emBridge application installed in your system before adding the Digital Signature Certificate.

Provider *

Certificate *

Token Password *

Authorised PAN Number *

Register DSC Cancel



4. How to apply central approvals from Dashboard

P2 form has been put under Central Approvals related to Ministry of Consumers Affairs, Food & Public Distribution. Here the investor has to select “All Approvals” under the head “Central Approvals” in order to add P2 form to the dashboard.

The screenshot shows the 'Central Approvals' section of the NSWSPortal. Key elements and annotations include:

- Central Approvals** link in the top navigation bar, highlighted with a yellow arrow and the text: "Hover over 'Central Approvals' and click on 'All Approvals'".
- All Approvals** dropdown menu, highlighted with a yellow dashed box.
- EXPLORE ALL** button in the search bar, highlighted with a yellow dashed box.
- Filter for central approvals and type name of the desired** annotation pointing to the search bar.
- How does NSW help you?** section with benefits:
 - All approvals in one place:** Get everything you need in one place without having to go to individual Ministries, Departments or States.
 - Secure document repository:** Upload documents once and use them in all your applications.
 - Easy renewal:** Renew your approvals easily through a seamless interface.

Selection of P2 form from Central Approvals

Further the investor has to select p2 form from the search bar of “Central Approvals”. All the approvals can also be selected by filtering out the Ministries on the left side of the page. After searching the P2 form, it shall be added to the dashboard. Once it is added to the dashboard, P2 form for a specific month can be filled.

The screenshot shows the search results for 'P2 form' under 'Central Approvals'. Key elements and annotations include:

- Central Approvals** header with the text: "Issued by the Central Ministries of the Government of India".
- Search bar** containing 'p2 form', highlighted with a yellow box and the text: "P2 form shall be searched from this search bar".
- FILTERS** section on the left, showing a list of ministries with checkboxes. The **Ministry of Consumer Affairs, Food and Public Distribution** is selected, with 25 results.
- 1 Approvals** section showing the **P2 Form** under the **Ministry of Consumer Affairs, Food and Public Distribution**, highlighted with a yellow box and the text: "P-2 form shall be added to the dashboard from here".
- Don't Answer** button in the bottom right corner.



Applying for P2 form of a specific month

Once the P2 form is added to the dashboard, and the Investor desire to fill the P2 form for a specific month, investor has to click on “Apply Now” button as mentioned below:-

My Dashboard

Manage and track the status of your application



2

My Central Approvals



0

My State Approvals

Central Approvals in List (2 approvals)

1

Not Applied

1

Submitted To
Ministry

0

Assigned To
Me

0

Approved

0

Rejected



Search by Approval Name



Add More Approvals

P-2 form is viable as soon as it is added from central approvals, "Apply Now" shall be clicked to fill P2 form for a specific month

	Approval Name	Applied on	Applied by	Assigned to	Application Status	Application fees	Action
	P2 Form + Reporting	-	Ramkola Sugar Unit	Ministry of Consumer Affairs, Food and Public Distribution	Not Applied	NIL	
	Sugar Mill Registration	27/09/2022	Ramkola Sugar Unit	Ministry of Consumer Affairs, Food and Public Distribution	Submitted	NIL	



Various fields of P2 form to filled every month

After clicking on “Apply Now” button, various fields of P2 form which has to be filled every month are as below:-

Fill Application Form

Submit all the mandatory details(*) in the application form to apply

P2 Form

Form applied for -

Sugar Mill Details

Cane Crushed

Production of white / refined / Raw Sugar from Domestic sources

Dispatches

Export

Import

Total Dispatches

Stock of Sugar (In MT)

Cane Dues Data

Review Save as Draft



Sugar Mill Details and Cane Crushing details

The month for which P2 form needs to be filled has to be selected. Further, various sugar mill details like name of the undertaking, plant name and plant code will be auto-selected from the sugar mill registration form.

The Crushing Capacity will be automatically selected and the cane crushed figures during the month needs to be filled and the cumulative figures for the current sugar season till the current month will automatically get reflected.

P2 Form

Here month shall be selected

Form applied for -

Month * ☐ February

Sugar Season * ☐ 2022-23

Sugar mill details will be autoselected from sugar mill registration form

Sugar Mill Details

Name of the Undertaking/Group *

Plant Name *

Plant Code *

Cane crushing figures to be filled and cumulative figures will be auto calculated

Cane Crushed

Capacity (In TCD for sugar mills/Tons Per Day (TPD) for refineries) 6500

Cane Crushed - During the Month (MT) * 137420

Cane Crushed - Cumulative figures upto the Month end (MT) * 137420

In case a sugar mill enhances its crushing capacity then the request for enhancement of crushing capacity shall be submitted to Directorate and the changes in the capacity in the P-2 form will only be done after getting necessary amendments in IEM.



Production of White/refined/Raw Sugar

Production data of white/refined sugar, raw sugar and produced white/refined sugar from other domestic sugar mill can be filled here as applicable.

Production of white / refined / Raw Sugar from Domestic sources

Select

2(I) White / Refined Sugar x

Following fields will appear in dropdown menu and relevant fields may be selected by sugar mill to fill data

1

☒ 2(I) White / Refined Sugar

☐ 2(II) Raw Sugar

☐ 2(III) Procured sugar

☐ 3. Diversion and Production of Ethanol (w.r.t. distillery attached with sugar mill)

Multiple selection can be done

2(I) White / Refined Sugar

Production data of white/refined sugar from cane for domestic sugar mill to be filled here at 2(I)(a).

White sugar produced from BISS/unmarketable old reprocessed sugar to be filled at 2(I)(b).

Also if sugar mill/refinery have produced white/refined sugar from own stock raw sugar or purchased raw sugar from other domestic sugar mill can be filled at 2(I)(c).

1 **2(I) White / Refined Sugar**

White/refined sugar production from cane

Cumulative figures will be calculated automatically

a) From Cane - During the Month (MT) *

15021.30

a) From Cane - Cumulative figures upto the Month end (MT) *

15021.3

b) From Reprocessing unmarketable old Sugar - During the Month (MT) *

37.70

Production from BISS/unmarketable sugar

b) From Reprocessing unmarketable old Sugar - Cumulative figures upto the Month end (MT) *

37.7

c) From Raw Sugar taken from own Stock / Purchased from other domestic sugar mill *

0

From refining of raw sugar owned/purchased from other sugar mill.

c) From Raw Sugar taken from own Stock / Purchased from other domestic sugar mill *

0

d) Total - During the Month (MT) *

15059

d) Total - Cumulative figures upto the Month end (MT) *

15059



2(II) Raw Sugar

Production data of raw sugar from cane for domestic sugar mill to be filled here 2 (II)(a).

Raw sugar produced from BISS/unmarketable old reprocessed sugar/brown sugar to be filled at 2 (II)(b).

Equivalent qty of white sugar data to filled at 2 (II)(c) after calculating recoverable white sugar not less than 95% recovery from raw sugar. For considering the recovery, the Equivalent qty of white sugar will be taken.

2 (II) Raw Sugar	
<p>Production of raw sugar from cane to be filled.</p> <p>a) From Cane - During the Month (MT) *</p> <input type="text"/>	<p>Cumulative figures will be calculated automatically.</p> <p>a) From Cane - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>
<p>b) From Reprocessing unmarketable old Sugar - During the Month (MT) *</p> <input type="text"/>	<p>b) From Reprocessing unmarketable old Sugar - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>
<p>c) Equivalent quantity of white sugar - During the Month (MT) *</p> <p>Equivalent qty of white sugar to be filled here.</p> <input type="text"/>	<p>c) Equivalent quantity of white sugar - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>

2(III) Procured sugar

In case of Internal transfer of raw sugar within the group sugar mills 2 (III)(a) can be filled along with the data of short name and plant code of transferor sugar mill.

3 2(III) Procured sugar	
<p>a) Raw Sugar - Internal transfer from other group sugar mills - During the Month (MT) *</p> <input type="text"/>	<p>a) Raw Sugar - Internal transfer from other group sugar mills - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>
<p>Internal transfer - Plant Code</p> <input type="text"/>	<p>Internal transfer - Plant Name</p> <input type="text"/>
<p>b) From Imported Raw Sugar - During the Month (MT) *</p> <input type="text"/>	<p>b) From Imported Raw Sugar - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>
<p>c) Grand Total - During the Month (MT) *</p> <input type="text" value="0"/>	<p>c) Grand Total - Cumulative figures upto the Month end (MT) *</p> <input type="text" value="0"/>



Diversion/Sale of Molasses/Syrup/ Sugar Cane Juice/Sugar and Production of Ethanol (w.r.t. distillery attached with sugar mill)

In this head, sugar mills need to fill the details of in house diversion/production of B-heavy, Syrup, Sugarcane Juice, sugar, C-heavy during the month. In case sugar mill is selling the feedstock, relevant information shall be filled in the column related to Sale of feedstock. In case of transfer/sale of feedstock's, the details of Ethanol Production shall be filled in the distillery in which ethanol was produced.

2 3(1) Diversion/sale of B-heavy/Syrup/sugarcane juice/sugar

(i).a. Qty of Syrup/Sugarcane Juice/Sugar diverted for ethanol - During the Month (in MT) *

0

Qty of syrup/juice/sugar diverted for ethanol production in MT

(i).a. Qty of Syrup/Sugarcane Juice/Sugar diverted for ethanol - Cumulative figures upto the Month end (in MT) *

0

(ii).a. Qty of B-Heavy diverted for ethanol - During the Month (MT) *

0

Qty of B-Hy diverted for ethanol production in MT

(ii).a. Qty of B-Heavy diverted for ethanol - Cumulative figures upto the Month end (MT) *

0

(iii).a. Qty of C-Heavy diverted for ethanol - During the Month (MT) *

2588

Qty of C-Hy diverted for ethanol production in MT

(iii).a. Qty of C-Heavy diverted for ethanol - Cumulative figures upto the Month end (MT) *

5400

(iv) Sale of B-Heavy - During the Month (MT) *

0

Sale of B-Hy in MT

(iv) Sale of B-Heavy - Cumulative figures upto the Month end (MT) *

0

(v) Sale of Syrup/Sugarcane Juice/Sugar - During the Month (MT) *

0

Sale of Syrup/Sugarcane Juice

(v) Sale of Syrup/Sugarcane Juice/Sugar - Cumulative figures upto the Month end (MT) *



3 3(2) Ethanol Production

(i).b. Ethanol Production from In-house Syrup/Sugarcane Juice/Sugar - During the Month (in KL) * ⓘ

0

Ethanol production from
syrup/sugarcane juice/sugar in KL

(i).b. Ethanol Production from In-house Syrup/Sugarcane Juice/Sugar - Cumulative figures upto the Month end (in KL) *

0

(ii).b. Ethanol Production from In-house B-Heavy - During the Month (in KL) *

0

Ethanol production from B-Hy in KL

(ii).b. Ethanol Production from In-house B-Heavy - Cumulative figures upto the Month end (in KL) *

0

(iii).b. Ethanol Production from In-house C-Heavy - During the Month (in KL) *

504.82

Ethanol production from C-Hy in KL

(iii).b. Ethanol Production from In-house C-Heavy - Cumulative figures upto the Month end (in KL) *

1083.82

Example:-

In case of a mill 'A' under a group "XYZ" transfers B-heavy/Syrup/Sugarcane Juice/sugar to mill 'B' of the same group "XYZ" ; then the details of **diversion and Sale/transfer** of B-heavy/Syrup/Sugarcane Juice/sugar during the month shall be filled in P-2 of mill 'A' of group "XYZ".

Further, in this case, if the ethanol production is taken place in 'B' of the same group "XYZ" then the details of production of ethanol shall be filled in the mill 'B' of group "XYZ" where the actual production has taken place.

It may be noted that the incentive in the monthly release will be given to the sugar mill where the actual ethanol production has taken place. Therefore, in this case, the incentive w.r.t. ethanol production in the monthly release will be given to 'B' of the same group "XYZ".

For example: - In case a sugar mill is storing its diverted B-heavy/Syrup/Sugarcane Juice/sugar in the month of January and the ethanol was produced in the month of August then the incentive with respect to the ethanol production will be considered in the monthly release for the month of October as the monthly release for the month of October is being given on the basis of P-2 filled for the month August.



Domestic Dispatch of Sugar

For filling dispatch data, first relevant fields to be selected by sugar mills from dropdown menu. In which multiple selection of filled can be done as applicable.

Dispatches

Select

6.1.1 Domestic Dispatch W.R.T. Monthly Release Quantity × 6.2 BISS Dispatch Of Unmarketable Old Sugar For Further Processing ×

1

- ☒ 6.1.1 Domestic Dispatch w.r.t. monthly release quantity
- ☐ 6.1.2 Domestic Dispatch w.r.t. additional allotment, if any
- ☐ 6.1.3 Domestic Dispatch w.r.t. extended quota
- ☐ 6.1.4 Any other domestic Dispatch
- ☒ 6.2 BISS Dispatch of unmarketable old Sugar for further processing
- ☐ 6.3 Internal transfer of raw sugar within a group
- ☐ 6.4 Internal transfer of white sugar within a group
- ☐ 6.5 Sale of raw sugar to other sugar mills for domestic purpose

In Dispatch, following fields will appear in dropdown menu and relevant fields may be selected by sugar mill to fill data.

Multiple section of fields can be done.

6.1.1 Domestic dispatch w.r.t monthly release quantity

Domestic release order and dispatch quantity to be filled by sugar mill. Here, the dispatch during the month related to monthly release quota shall be added. The cumulative data will automatically added to the specific field.

1 6.1.1 Domestic Dispatch w.r.t. monthly release quantity

Release Order - Date

31/01/2023

Release order - Qty Released (MT) *

4894

Qty Dispatched - During the Month (MT) *

9015.50

Qty Dispatched - Cumulative (MT) *

9015.5

Remarks

Reshuffling from Group Quota

Domestic release order and actual dispatch quantity to be filled by factory against order.

Fill remarks in case of deviation b/w Release order and dispatch.



Note :- In case of Group Sugar Mills, it is to clarify that sugar mills have to fill actual dispatch data irrespective of their allotted quota to that particular sugar mill so as to maintain actual stock of that particular sugar mill. In case of any excess or less dispatch than given release order, Directorate of sugar will monitor the release of the group as a whole and total dispatches of the group irrespective of dispatch and release of individual mill of that group.

For Example:-

There are two sugar mills namely “A” and “B” of a group “XYZ”. If both the sugar mills have received a monthly release quota of 5000 MT each. In this case if there is a dispatch of 2000 MT from “A” sugar mill and 8000 MT from “B” sugar mill, then the dispatch quantity should be filled as per the actual dispatched quantity by the sugar mill i.e. 2000 MT for “A” and 8000 MT from “B” sugar mill shall be filled in the dispatch field during the month.

6.1.2 Domestic Dispatch w.r.t. additional allotment, if any

This head will be used to fill the details of any additional release order other than monthly domestic release order received to sugar mill.

2

6.1.2 Domestic Dispatch w.r.t. additional allotment, if any

Release Order - Date

DD/MM/YYYY

Release order - Qty Released (MT) *

Qty Dispatched - Cumulative (MT) *

0

Qty Dispatched - During the Month (MT) *

Remarks

Suppose, due to any specific reason, a sugar mill has been allotted any additional release quota for a month, then the dispatch quantity under the additional allotment shall be filled under this head. The cumulative data will automatically added to the specific field. The reason for the additional allotment may also be filled in the remarks field.



6.1.3 Domestic Dispatch w.r.t. extended quota

2
6.1.3 Domestic Dispatch w.r.t. extended quota

Release Order - Date

Release order - Qty Released (MT) *

Qty Dispatched - During the Month (MT) *

Qty Dispatched - Cumulative (MT) *

Remarks

Due to some unexpected circumstances, when sugar mills across the country are not able to sell their monthly release quota; Directorate sometimes extends the time period for dispatch of sugar for 15 to 30 days. In those cases the details of dispatch shall be filled in this head. For example, If a sugar mill has been allotted a quota of 5000 MT in the month of February, 23 and the time period for dispatch of sugar has been extended till 15th March, 23. Suppose if the sugar mill has sold only 3000 MT in the month of February, 23. Then if the sugar mill sells 2000 MT in March, 23. Then the details of 2000 MT shall be filled here in this field.

6.1.4 Any other domestic Dispatch

In case a sugar mill has been allotted a domestic quota not specified above i.e. domestic quota release to Army Procurement Organization (APO), sugar deteriorated due to fire, cyclone, rain or any other factors, etc, this head will be used to fill the dispatch quantity. The cumulative data will automatically added to the specific field. It is categorically mentioned that proper reasons for the additional dispatch shall be filled in the remarks field under the intimation to the Directorate of Sugar & Vegetable Oils.

2
6.1.4 Any other domestic Dispatch

Release Order - Date

Release order - Qty Released (MT) *

Qty Dispatched - During the Month (MT) *

Qty Dispatched - Cumulative (MT) *

Remarks

6.2 BISS Dispatch of unmarketable old Sugar for further processing

BISS sugar (i. e. unmarketable/rejected sugar/brown sugar) used for reprocessing to be filled here.

3 6.2 BISS Dispatch of unmarketable old Sugar for further processing

Release Order - Date
28/02/2023

BISS sugar used for reprocessing to be filled here.

Qty Used for reprocessing - During the Month (MT) * 44

Qty Used for reprocessing - Cumulative (MT) * 44

It may be noted that in normal circumstances, when BISS sugar is melted to produce white sugar then if suppose 100 MT of BISS sugar is used then approximately 70-80 MT of white sugar is produced. In that scenario, 100 MT shall be filled in this column as the 100 MT of BISS sugar has been utilized. Further, 70-80 i.e. the actual white sugar produced quantity shall be filled in the head “2(1)- White sugar produced from BISS sugar” in order to make sure that the actual quantity of white sugar matches in the closing stock. Details of dispatch related to all kind of BISS sugar i.e. unmarketable/rejected sugar/brown sugar or any low quality sugar shall be filled in this head.

6.3 & 6.4 Internal transfer of raw/white sugar within a group

3 6.3 Internal transfer of raw sugar within a group

Fill Plant code of sugar mill to which sugar is being transferred

Plant code of sugar mill to which sugar transferred * Qty Transferred to other mills - During the Month (MT) *

+ Add Group Click on add group option if internal transfer is done in more than one sugar mill Fill qty. of transferred sugar

6.3 Internal transfer of raw sugar within a group - Total - During the Month (MT) * 0

6.3 Internal transfer of raw sugar within a group - Cumulative (MT) * 0

Here, if a sugar mill under a group transfers raw/white sugar to another sugar mill of that group, then the details of such quantity shall be filled in these heads. Further, if a sugar under a group transfers raw/white sugar to two different mills of the same group then “Add Group” tab shall be clicked which will allow the user to fill the details of an another sugar mill in which the mill is transferring the raw/white sugar. The details related to plant code shall be correctly filled under the head so as to ensure the closing stocks of both the mills matches. Further, the sugar mill to which the sugar is being transferred shall fill the same details under the production head mentioned above.



6.5 Sale of raw sugar to other sugar mills for domestic purpose

3 6.5 Sale of raw sugar to other sugar mills for domestic purpose

Plant code of sugar mill to which sugar transferred Qty Transferred to other mills - During the Month (MT) *

Qty of raw sugar sold for domestic purpose.

+ Add Group Click on add group option if raw sugar is sold to more than one sugar mill.

6.5 Sale of raw sugar to other sugar mills for domestic purpose - Total - During the Month (MT) *

0

6.5 Sale of raw sugar to other sugar mills for domestic purpose - Cumulative (MT) *

0

Export of Sugar under OGL/AAS

For filling export data, first relevant fields to be selected by sugar mills from dropdown menu. In which multiple selection of filled can be done as applicable.

Export

Select

6.6 (A) Export Under OGL- (i) White/Refined Sugar x

☒ 6.6 (a) Export under OGL- (i) White/refined Sugar

☐ 6.6 (a) Export under OGL- (ii) Raw Sugar (including SEZ refinery)

☐ 6.6 (a) Export under OGL- (iii) Raw Sugar Sold to Refineries for Export by Invoice

☐ 6.6 (b) Export under AAS (White Sugar)

Multiple sections can be done.

In Export, following fields will appear in dropdown menu and relevant fields may be selected by sugar mill to fill data.

Note :- In case of Group Sugar Mills, it is to clarify that sugar mills have to fill actual exported data irrespective of their allotted export quota to that particular sugar mill so as to maintain actual stock of that particular sugar mill. In case of any excess or less export than given export release order, Directorate of sugar will monitor the total exported quantity of the group as a whole irrespective of export of individual mill of that group.

For Example:-

There are two sugar mills namely “A” and “B” of a group “XYZ”. If both the sugar mills have received a export quota of 5000 MT each. In this case if there is a export of 2000 MT from “A” sugar mill and 8000 MT from “B” sugar mill, then the exported quantity should be filled as per the actual exported quantity by the sugar mill i.e. 2000 MT for “A” and 8000 MT from “B” sugar mill shall be filled in the export field during the month.



6.6 (a) Export under OGL- (i) White/refined Sugar

This head will be used if sugar mill is exporting domestically manufactured white sugar or refined

1 6.6 (a) Export under OGL- (i) White/refined Sugar

Release Order (if applicable) - No. Fill details of release order number and date and release order qty if applicable.

Release Order (if applicable) - Date White/refined sugar Qty dispatched for export to be filled here in MT quantity

Release Order (if applicable) - Qty released (MT)

Qty Dispatched - During the Month (MT) *

Qty Dispatched - Cumulative (MT) * Cumulating dispatch will be automatically calculated

sugar.

The head shall be used if the export of white/refined sugar is under Maximum Admissible Export Quota (MAEQ) or Under Open General License (OGL). There is no separate field for filling export related data regarding MAEQ export.

6.6 (a) Export under OGL- (ii) Raw Sugar (including SEZ refinery)

This head shall be used if sugar mill is exporting domestically manufactured raw sugar either directly or the sugar being sold to refineries situated in special economic zone (Example Kakinada, Bharapar).

2 6.6 (a) Export under OGL- (ii) Raw Sugar (including SEZ refinery)

Release Order (if applicable) - No.

Release Order (if applicable) - Date Raw sugar export figure to filled by sugar mill including SEZ refinery like Kakinada, Bharapar etc.

Release Order (if applicable) - Qty released (MT)

Qty Dispatched - During the Month (MT) *

Qty Dispatched - Cumulative (MT) *

As the sugar sold to SEZ refinery is considered as export, therefore the details shall be filled here.



6.6 (a) Export under OGL- (iii) Raw Sugar Sold to Refineries for Export by Invoice

This head will be used where domestically manufactured raw sugar is sold by the sugar mill to any refinery across the country for export purpose through export invoice only.

2

6.6 (a) Export under OGL- (iii) Raw Sugar Sold to Refineries for Export by Invoice

Release Order (if applicable) - No.

Release Order (if applicable) - Date

Qty Dispatched - During the Month (MT) *

Name of mill/refinery to whom sold

Details of raw sugar to filled by mills for for qty exported through refineries by export Invoice.

Qty Dispatched - Cumulative (MT) *

Name of refinery/mill to whom raw sugar sold for exprot.

The name of the sugar mill/refinery has to be mentioned in the specific head mentioned above.

6.6 (b) Export under AAS (White Sugar)

Advance Authorisation Scheme (AAS) allows duty free import which is to be further exported after value addition. Wherever, a refinery is importing duty free raw sugar for further export after value addition, the head shall be used to fill data related to exported white sugar under AAS scheme. Here raw sugar is procured from other countries and white/refined sugar is exported after reprocessing/value addition.

2

6.6 (b) Export under AAS (White Sugar)

Export Order (if applicable) - No.

Export Order (if applicable) - Date

Export Order (if applicable) - Qty released

Qty Received - Cumulative (MT) *

Export of white sugar done under advance authorization scheme to be filled here.

Qty Received - During the Month (MT) *



Import of Sugar under OGL/AAS

In case there is no import, option 'No' shall be chosen. However, if there is any import of raw/white sugar or there is any import under AAS as mentioned above in export head, the relevant data of import shall be filled for that particular month.

Import

Select 'Yes' if Import is applicable otherwise 'No'

Is there any import applicable? *

☒ Yes
 ☐ No

6.7 (a) Import under OGL – (i) White/refined Sugar - Qty Received - During the Month (MT) *

6.7 (a) Import under OGL – (ii) Raw Sugar - Qty Received - During the Month (MT) *

6.7 (b) Import under AAS - Qty Received - During the Month (MT) *

Import qty of white/refined and Raw sugar under OGL to be filled here

Import of sugar done under AAS to be filled here

If import of sugar is done under open general license then first two fields “6.7(a) Import of White Refined sugar” and “6.7(a) Import of raw sugar” shall be selected and filled by sugar mills.

If import of sugar is done under advance authorization scheme then “6.7 (b) – Import under AAS” to be filled by sugar mills.

Stock of Sugar (In MT)

Data to be filled for the first time for Raw/white sugar:-

For the first time, the opening stock as on date (in case a sugar mill filling P-2 for February, 23 then the opening stock of 01.02.2023 shall be filled) has to be added manually and the data of closing stock will be automatically calculated.

From the next month onwards for Raw/white sugar:-

The closing stock of the previous month will be considered as opening stock of the current month and the closing stock of the current month will be automatically calculated.



Closing/opening stock of BISS/Brown/Un-markatable sugar:-

For the first month, both opening and closing stock of BISS can be added manually. Further, during the next month onwards, it may be noted that only closing stock can be added manually as there will be cases where white sugar will become BISS sugar either due to rain, fire, cyclone, etc so there would be an option for sugar mill to add that sugar in the closing stock under BISS head. The opening stock from the next month onwards will be equal to the closing stock of the previous month. Further, the corresponding amount of white/raw sugar shall be removed under the dispatch head by specifically mentioning in the remarks column.

Stock of Sugar (In MT)

1

Factory Premises - White Sugar

Opening Stock as on date *

88135.7

Closing Stock as on date *

118831.7

2

Factory Premises - BISS / Brown Sugar, If any

Opening Stock as on date *

1000

Closing Stock as on date *

0

3

Factory Premises - Raw Sugar

Opening Stock as on date *

0

Closing Stock as on date *

0

Whether any stock in Outside Godown? *

☐ Yes
 ☒ No

Select 'Yes' in case of sugar is outside godown duty paid or select 'No'

Opening stock of this month to be filled for first time filling of P-II.

Closing stock will be automatically calculated.

Closing stock of BISS sugar to be added manually for every month P-II filling.

Cane Dues Data Sugar Season Wise

Cane dues payable and paid data to be filled by sugar mills as per FRP/SAP as applicable in their State. For example sugar mills of Uttar Pradesh will fill cane dues as per SAP and sugar mills of Maharashtra will fill cane dues as per FRP.

All data of quantity to be filled in MT and Payment to be filled in Crores only.

a. Cane dues data, (1) sugar season 2022-23

- While filling the data of cane dues for the month of February, 2023 P-II, Cane dues payable and Paid to be filled from the starting of SS 2022-23 up to 28th Feb, 2023.

- From next month P-II filling i.e. March, 2023, monthly cane dues payable and paid data for the month of March, 23 has to be filled and the cumulative figures will automatically be reflected in Cumulative figures.
- Data of cane crushed in SS 2022-23 is taken automatically from cumulative figure of cane crushed.
- Data of cane arrears is automatically calculated.

Cane Crushed, Production & Recovery Data will be taken automatically. Only Cane Dues payable & Paid and No. of farmers figures to be filled for SS 2022-23.

Cane Dues Data

1 Sugar Season - 2022-23

Cane Crushed *	137420	Sugar Production (in MT) *	15059
Sugar Recovery *	10.93	Cane Dues Payable (in Rs Cr) - During the Month *	183.82
Cane Dues Payable (in Rs Cr) - Cumulative *	183.82	Cane Dues Paid (in Rs Cr) - During the Month *	166.24
Cane Dues Paid (in Rs Cr) - Cumulative *	166.24	Cane Price Arrears (in Rs Cr) - Cumulative * ⓘ	17.579999999999984
No. of farmers from which cane procured - During the Month *	7660		

It may be noted that the data related to Cane dues payable and cane dues paid shall be filled which is being furnished by sugar mills to Cane Commissioner office.

There are cases where cane dues payable is being credited to farmers in installments, in this case the cane dues payable would be on the basis of actual cane procured by sugar mill from cane farmers.

Further, it may be noted that cane price payable does not include any H&T cost (Harvesting & transportation cost) as it is being borne by the sugar mills.

There are cases where sugar mills are making excess payment to the farmers and the data related to cane arrears is being reflected in (-) negative figures. These sugar mills are operational in revenue sharing formula. In these cases sugar mills shall only fill the details of cane dues paid upto the extent of cane price payable as the excess dues paid will distort the overall figures of cane arrears figures of country as a whole.



b. Cane dues data, (2) sugar season 2021-22

All Fields except Cane price arrears to be filled by sugar mill

2

Sugar Season - 2021-22

<p>Cane Crushed *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">671469.69</div>	<p>Sugar Production (in MT) *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">76986.8</div>
<p>Sugar Recovery *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">11.44</div>	<p>Cane Dues Payable (in Rs Cr) *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">233.61</div>
<p>Cane Dues Paid (in Rs Cr) - During the Month *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">233.61</div>	<p>Cane Dues Paid (in Rs Cr) - Cumulative *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">233.61</div>
<p>Cane Price Arrears (in Rs Cr) - Cumulative * ⓘ</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">0</div>	<p>No. of farmers from which cane procured *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">57331</div>

3

Sugar Season - 2020-21

<p>Cane Crushed *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">635913.95</div>	<p>Sugar Production (in MT) *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">71144.3</div>
<p>Sugar Recovery *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">11.17</div>	<p>Cane Dues Payable (in Rs Cr) *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">205.23</div>
<p>Cane Dues Paid (in Rs Cr) - During the Month *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">205.23</div>	<p>Cane Dues Paid (in Rs Cr) - Cumulative *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">205.23</div>
<p>Cane Price Arrears (in Rs Cr) - Cumulative * ⓘ</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">0</div>	<p>No. of farmers from which cane procured *</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;">58577</div>

The figures regarding cane crushed, sugar production and cane dues payable/paid shall be filled for the whole sugar season of 2021-22 and not for the particular month; however, in the subsequent months the data for the cane dues paid shall be for that specific months and cane arrears will change accordingly and the rest of the fields will remain unchanged.

The data with respect to cane price for the sugar season 2021-22 and 2020-21 and 2019-20 will be filled as per the method explained above.



Sugar Season – 2018-19 and earlier season

Here the cumulative data for sugar season 2018-19 and earlier seasons has to be filled as the per the same method explained above.

5 Sugar Season - 2018 and earlier season	
Cane Crushed *	Sugar Production (in MT) *
1043287.65	120456.9
Sugar Recovery *	Cane Dues Payable (in Rs Cr) *
11.54	335.94
Cane Dues Paid (in Rs Cr) - During the Month *	Cane Dues Paid (in Rs Cr) - Cumulative *
335.94	335.94
Cane Price Arrears (in Rs Cr) - Cumulative * ⓘ	No. of farmers from which cane procured *
0	76292

For example

If a sugar mill is having cane arrears for sugar season 2018-19 and 2016-17, then the cumulative figures for only 2018-19 and 2016-17 shall be filled in cane crushed, sugar production, cane price payable, cane dues paid. **It may be noted that the data of 2017-18 shall not be added in the cumulative figures.**

Data related to no. of farmers

For already completed sugar season i.e SS 2021-22 and earlier sugar seasons, the details of no. of farmers data shall be filled on the basis of number of unique farmers from which the cane was procured during that particular season.

For the current sugar season i.e. 2022-23 while filling P-2 for the month of February, 23, the cumulative no. of unique farmers from which cane procured from 01.10.2022 till 28.02.2023 has to be filled. Further, during the next month, the no. of farmers till February and the unique farmers from which cane procured during the month of March, 23 shall be added and the cumulative no. of farmers should be filled.

**For example:-**

If a sugar mill has procured sugarcane from 100 unique farmers till February, 23 and now during the month of March, 23 they have procured from 50 farmers; however, there are only 10 unique farmers during March, 23. Now, the sugar mill shall fill the number as 110 (100 +10) for the month of March, 23.

Important points to be remembered while filling P-2:-

1. All the figures regarding cane crushed, sugar production, dispatch, export, closing stock, etc shall be filled in Metric Tonnes (MT). No quantities shall be filled in quintals.
2. All the figures shall only be filled upto two decimal places.
3. The details of diversion/sale of B-heavy, sugar, C-heavy shall be filled in Metric Tonnes (MT).
4. The details of diversion/sale of Syrup, Sugarcane Juice shall be filled in Kilo Litres (KL).
5. The details related to production of ethanol shall be filled in Kilo Litres (KL).
6. Once the crushing season is over, a sugar mill need not fill the details i.e. “ZERO” production in the relevant fields as it will automatically take the “NULL” value if nothing is selected in production tab while filling P-2. The corresponding fields shall only be selected if the relevant data needs to be filled. A tab need not be selected to fill the “ZERO/NULL” value.
7. The details related to amount while filling cane prices, cane dues paid, etc shall be filled in Crore Rs.
8. When the raw sugar is produced from cane, the Equivalent qty (i.e. at least 95% of raw sugar produced) of white sugar will be taken into consideration while calculating recovery percentage.
9. In case a sugar mill enhances its crushing capacity then the request for enhancement of crushing capacity in the P-2 form shall be submitted to Directorate and the changes in the capacity in the P-2 form will only be done after getting necessary amendments in IEM.
10. Below Indian Standard Sugar (BISS) sugar includes un-marketable old sugar, brown sugar, low quality sugar, etc. All these kinds of sugar shall be filled under BISS sugar.
11. Sugar mills need to fill the details of in house diversion/production of B-heavy, Syrup, Sugarcane Juice, sugar, C-heavy during the month. In case sugar mill is selling the feedstock, relevant information shall be filled in the column related to sale of corresponding feedstock. In case of transfer/sale of feedstocks, the details of Ethanol Production shall be filled in the distillery (attached to sugar mill) in which ethanol was produced.
12. In case a sugar mill is storing its diverted B-heavy/Syrup/Sugarcane Juice/sugar in the month of January and the ethanol was produced in the month of August then the incentive with respect to the ethanol production will be considered in the monthly release for the month of October as the monthly release for the month of October is being given on the basis of P-2 filled for the month August.
13. In case of Group Sugar Mills, it is clarified that sugar mills have to fill actual dispatch data irrespective of their allotted quota to that particular sugar mill so as to maintain actual stock of that particular sugar mill. In case of any excess or less dispatch than given release order, Directorate of sugar will monitor the release of the group as a whole and total dispatches of the group irrespective of dispatch and release of individual mill of that group.

14. The export head shall be used if the export of white/refined sugar is under Maximum Admissible Export Quota (MAEQ) or Under Open General License (OGL). There is no separate field for filling export related data regarding MAEQ export.
15. While filling closing stock for the first time, the opening stock has to be added manually and the data of closing stock will be automatically calculated. Thereafter, the closing stock of the previous month will be considered as opening stock of the current month and the closing stock of the current month will be automatically calculated.
16. Closing/opening stock of BISS sugar:- For the first month both the fields i.e. opening and closing stock of BISS can be added manually. Further, during the next month onwards, only closing stock can be added manually. The opening stock from the next month onwards will be equal to the closing stock of the previous month.
17. It may be noted that the data related to Cane dues payable and cane dues paid shall be filled which is being furnished by sugar mills to Cane Commissioner office.
18. There are cases where cane dues payable is being credited to farmers in installments, in this case the cane dues payable would be on the basis of actual cane procured by sugar mill from cane farmers.
19. Cane price payable does not include any H&T cost (Harvesting & transportation cost) as it is being borne by the sugar mills.
20. Various sugar mills are making excess payment to the farmers these sugar mills are operational in revenue sharing formula. Here, sugar mills shall only fill the details of cane dues paid upto the extent of cane price payable as the excess dues paid will distort the overall figures of cane arrears figures of country as a whole.
21. While filling details related to cane prices/dues of earlier seasons for the first time, the figures regarding cane crushed, sugar production and cane dues payable/paid shall be filled for the whole sugar season and not for the particular month; however, in the subsequent months the data for the cane dues paid shall be for that specific months and cane arrears will change accordingly and the rest of the fields will remain unchanged.
22. **Data related to no. of farmers:-** For already completed sugar season i.e SS 2021-22 and earlier sugar seasons, the details of no. of farmers data shall be filled on the basis of number of unique farmers from which the cane was procured during that particular season. For the current sugar season i.e. 2022-23 while filling P-2 for the month of February, 23, the cumulative no. of unique farmers from which cane procured from 01.10.2022 till 28.02.2023 has to be filled. Further, during the next month, the no. of farmers till February and the unique farmers from which cane procured during the month of March, 23 shall be added and the cumulative no. of farmers should be filled.