



Process for Accreditation Of Assayer

Assayer Accreditation process

The process followed by the NCCL for accreditation of Assayer is given below:

1. NCCL follows a process for accreditation of an Assayer by issuing open advertisement in leading newspaper and putting the same on NCCL website as and when required.
2. The applicant will have to submit application for accreditation along with a non-refundable application fee of Rs. 15,000/- (Rs. Fifteen Thousand Only) inclusive of GST by Demand Draft / Banker's Cheque favouring 'National Commodity Clearing Limited' payable at Mumbai
3. NCCL shall conduct due diligence by inspecting labs of applicants.
4. Approval shall be issued on a very selective basis to those who conform to the prescribed requirements, who have an impeccable track record and who are likely to conform to the best standards of customer service and efficiency. Therefore, it may not be possible for NCCL to issue approvals to all the applicants meeting the eligibility criteria prescribed. NCCL reserves the right to modify/ amend/ upgrade some of the requirements in the interest of development of market / practical ground level issues/ regulatory reasons, etc.
5. At the first stage, the applications will be screened by NCCL to ensure prima facie eligibility of the applicants. NCCL may apply additional criteria to determine the suitability of applications.
6. Thereafter, the applications shall be referred to internal Committee set up by NCCL for evaluation of the applications and making recommendation to the Member Selection Committee of NCCL
7. The Committee will set up its own procedures for screening the applications. The Committee will reserve the right to call for more information as well as have discussions with any applicant/s and seek clarification on any issue as may be required by it. The Committee may seek additional undertaking from the Assayer. NCCL's decision in this regard will be final
8. Upon the successful accreditation with NCCL, applicant shall be required to pay one time non-refundable accreditation fees and annual renewal fees as prescribed from time to time. .

9. The compliance of terms and conditions laid down by NCCL is an essential condition of grant of approval. Any non-compliance will attract penal measures including cancellation of accreditation of the Assayer.

10. NCCL may use its discretion to approve any application even if the applicant meets all criteria, the discretion entirely vest with NCCL.

11. The eligibility & scope of Independent Assayer is as under:

A. Eligibility for Independent Assayer:

- a. Should have NABL approved own Lab
- b. Should be willing to sign an Assayers agreement with NCCL
- c. Shall have sound, practical and technical knowledge of testing and sampling of agri commodities.
- d. Approval to act as Assayer shall be granted to entities with credible track record and who undertake to comply with the best laboratory practices

B. Scope of Independent Assayer:

- a. To perform sampling as per prescribed procedure at the NCCL approved warehouses spread across various locations in the country.
- b. To conduct testing of parameters as per requirement of contract specifications and product note / for parameters as requested by NCCL.
- c. To submit report of the parameters tested
- d. To perform sampling and testing as per prescribed procedure for verification of quality at the time of Audit
- e. To perform sampling and testing as per prescribed procedure for verification of quality at the time of withdrawal of commodity if requested by participant and approved by NCCL.
- f. To follow the timelines as prescribed by NCCL.

12. The applicant will be initially required to submit necessary supporting documents.

List of documents required

- a. An expression of interest letter (annexure)
- b. Profile of the Company
- c. NABL certificates with scope for testing.
- d. Balance sheet for last two fiscal years.
- e. Address of the intermediary with telephone, fax, mobile number (s) and e-mail
(Complete address with PIN code and telephone)
- f. Name and educational qualification of proprietor/partner/directors (attached separate sheet if required with e-mail ID, mailing address and contact no.)
- g. Details of other available facilities including testing facilities such as testing capacity of the assayer along with equipment details with expiry and commodities used for testing/assaying (attach separate sheet if required).
- h. Educational and various training certificate copies of lab technicians
- i. Incorporation certificate issued by Registrar of Companies (R.O.C) in case of corporate body.

Applications along with other required details as mentioned above, should reach the following address

The Head – Logistics,
National Commodity Clearing Limited
1st Floor, Akruiti Corporate Park,
Near G.E. Garden, LBS Road,
Kanjurmarg West, Mumbai 400 078,
Phone Nos. 18002666007
E-mail: contactus@nccl.co.in

Expression of Interest (EOI) for Accreditation as “Independent Assayer”

Date:

To,
Head – Logistics,
National Commodity Clearing Ltd
1st Floor, Akruti Corporate Park,
Near G.E. Garden, LBS Road,
Kanjurmarg West,
Mumbai 400 078,

Subject: Expression of Interest for Accreditation as “Independent Assayer” with NCCL (the Clearing Corporation)

Dear Sir, We M/s. _____(Company Name) having registered office at-

(Complete address with Pin code) are interested in empanelling ourselves as an ‘Independent Assayer’. Kindly consider this letter as our expression of interest for Accreditation as ‘Independent Assayer’. Kindly find enclosed the relevant documents towards accrediting ourselves as ‘Independent Assayer’.

Place: _____

Date: _____

Yours Sincerely,

Authorized Signatory (Name & Designation)