



Ver. 1.0

Date of Release: 23.09.25

When paddy procurement is running, especially during the peak procurement months, it is experienced that paddy holding limit of a Rice Mill gets exhausted in the middle of purchase operations. That is, in a procurement day, while some farmers' transactions can be despatched, despatch of others' is not possible as the paddy holding limit is exhausted meanwhile.

In view of the above, to tackle the unwanted occurrence of offline despatch, a facility for temporary enhancement of PHL is made live in <https://epaddy.wb.gov.in>. The workflow will be as following:

DCF&S Login

1. The DCF&S will go to the menu 'Rice Mill Management' > 'Temporary Enhancement of PHL'. To find the Rice Mill whose PHL he wants to increase, he can first select the Procurement Centre where the Rice Mill is currently tagged (optional).

2. He will search the Rice Mill from the concerned drop-down.

	SOP for Temporary Enhancement of PHL of a Rice Mill	
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3. While the DCF&S can himself enhance the PHL of the Rice Mill up to 5% of the Rice Mill's present overall PHL (not the balance PHL merely), for a greater enhancement, he will have to send a proposal to the Director, DDP&S. These limits are configurable i.e. can be changed as per requirement from the login of a Secretariat level officer.

In this instance, the DCF&S is attempting an enhancement of 1%.

Enhancement of Paddy Holding Limit Of Rice Mill

Procurement centre with which tagged(optional) Select Center	Rice Mill * BARFANI AGRO PRODUCTS PVT LTD	Enter Revised Paddy Holding Limit *(MAX DCFS LIMIT - 48.13 MT, MAX DDPS LIMIT - 240.65 MT) 43
Remarks * test	Existing Paddy Holding Limit [MT] 4813.000	Paddy In-Hand Currently[MT] 2663.550
Balance Paddy Holding Limit [MT] 2149.450		

Sl.N	District Name	Rice Mill Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date	Status	Action

4. So, when he clicks the 'Submit' button, the enhancement takes effect immediately.

Enhancement of Paddy Holding Limit Of Rice Mill

Procurement centre with which tagged(optional) Select Center	Rice Mill * --select--	Enter Revised Paddy Holding Limit
Remarks * Enter Your Remark	Paddy In-Hand Currently[MT] 	
Balance Paddy Holding Limit [MT] 2149.450		

Enhancement of Paddy Holding Limit Of Rice Mill

Paddy holding limit of BARFANI AGRO PRODUCTS PVT LTD rice mill has been enhanced by 43 MT. Please note that the excess 43 MT of paddy holding limit will be effective up to 11:59 PM of the day of proposal, i.e. '28-08-2025' only

Sl.N	District Name	Rice Mill Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date	Status	Action
1	DARJEELING	2363	BARFANI AGRO PRODUCTS PVT LTD	240.65	43	test	28/08/2025 05:44:20 PM	28/08/2025 11:59:59 PM	Approved	

	SOP for Temporary Enhancement of PHL of a Rice Mill	
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5. This grid will show all proposals and enhancements done by this user.

Remarks *

Existing Paddy Holding Limit [MT]

Paddy In-Hand Currently[MT]

Balance Paddy Holding Limit [MT]

Sl.N	District Name	Rice Mill Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date	Status	Action
1	DARJEELING	2363	BARFANI AGRO PRODUCTS PVT LTD	240.65	43	test	28/08/2025 05:44:20 PM	28/08/2025 11:59:59 PM	Approved	

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6. This is another instance where the DCF&S is attempting an enhancement beyond 5% i.e. his own enhancement limit. This pop-up message will let him know this enhancement is subject to approval of the Director, DDP&S. He will click 'Yes' if he still wants to continue.

Online Paddy Procurement System

Procurement centre with which tagged(optional)

[Logout](#)

Remarks *

Balance Paddy Holding Limit [MT]

Enter Revised Paddy Holding Limit *(MAX DCF&S LIMIT - 3.48 MT, MAX DDPS LIMIT - 17.4 MT)

Paddy In-Hand Currently[MT]

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Confirmation

This enhancement is subject to approval by the DDPS. Do you wish to proceed with the final submission?



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Director, DDP&S Login

7. The Director, DDP&S will see all proposals sent by DCF&Ss in the menu 'Rice Mill Management' > 'Temporary Enhancement of PHL'. If the Director clicks the 'Approve' button against a proposal, it will get approved.

Online Paddy Procurement System | KMS 2024-2025 | Welcome, Ddps (West Bengal)! | Logout

Search menus...

- Dashboard
- Home
- e-POP Mgmt
- Farmer Management
- CPU Mgmt
- BDO Mgmt
- Jute Mgmt
- Procurement Centre Management
- Rice Mill Mgmt
 - RM Tagging
 - Tag RM To Other District
 - Recommended RM
 - Paddy Holding Master Limit
 - Temporary Enhancement of Paddy Holding Limit

Enhancement of Paddy Holding Limit Of Rice Mill

Submit Reset

District: --select--

District Name	Rice Mil Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date	Action
DARJEELING	4	JORETHANG RICE MILL	17.4	5	test	28/08/2025 05:45:06 PM	28/08/2025 11:59:59 PM	Approve
DARJEELING	2363	BARFANI AGRO PRODUCTS PVT LTD	240.65	43	test	28/08/2025 05:44:20 PM	28/08/2025 11:59:59 PM	Approved

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8. When approved, this confirmation message will show.

Enhancement of Paddy Holding Limit Of Rice Mill

Submit Reset

District: --select--

Enhancement of Paddy Holding Limit Of Rice Mill

Paddy holding limit of JORETHANG RICE MILL rice mill has been enhanced by 5 MT. Please note that the excess 5 MT of paddy holding limit will be effective up to 11:59 PM of the day of proposal, i.e. '28-08-2025' only

Ok

Sl.N	District Name	Rice Mil Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date
1	DARJEELING	4	JORETHANG RICE MILL	17.4	5	test	28/08/2025 05:45:06 PM	28/08/2025 11:59:59 PM
2	DARJEELING	2363	BARFANI AGRO PRODUCTS PVT LTD	240.65	43	test	28/08/2025 05:44:20 PM	28/08/2025 11:59:59 PM

	SOP for Temporary Enhancement of PHL of a Rice Mill	
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DCF&S Login

9. The proposing DCF&S can see the status of the proposal in the same grid mentioned in point no. 5.

Online Paddy Procurement System
KMS 2024-2025
Welcome, Dcfsdrj (Darjeeling)!
Logout

Procurement centre with which tagged(optional)

Select Center

Rice Mill *

--select--

Enter Revised Paddy Holding Limit

Enter Your Paddy Holding Limit

Remarks *

Enter Your Remarks

Existing Paddy Holding Limit [MT]

Paddy In-Hand Currently[MT]

Balance Paddy Holding Limit [MT]

Submit
Reset

Sl.N	District Name	Rice Mil Code	Rice Miller Name	Max PHL	Proposed enhanced PHL [MT]	Remarks	From Date	To Date	Status	Action
1	DARJEELING	4	JORETHANG RICE MILL	17.4	5	test	28/08/2025 05:45:06 PM	28/08/2025 11:59:59 PM	Approved	
2	DARJEELING	2363	BARFANLAGRO PRODUCTS PVT LTD	240.65	43	test	28/08/2025 05:44:20 PM	28/08/2025 11:59:59 PM	Approved	

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Validations:

It is important to note that the temporary enhancement of PHL will be subject to the following validations:

- i. Annual milling capacity is paramount for a Rice Mill, i.e. PHL enhancement beyond annual milling capacity of a Rice Mill is not allowed.
- ii. When approved (by DCF&S or the Director, DDP&S as the case may be), the enhancement takes immediate effect and will remain so for the entire day i.e. till midnight of the instant day.
- iii. In case a proposal is sent by a DCF&S, the Director, DDP&S will have to take action within the same calendar day. Past that, the proposal will expire.
- iv. When a proposal is pending with the Director, DDP&S, another enhancement/ proposal cannot be made by the DCF&S i.r.o. the same Rice Mill.
- v. When PHL is enhanced all the currently tagged Procurement Centres will be able to despatch paddy to it. Therefore, while enhancing PHL, the DCF&S must be mindful of all the centres where despatch is pending, take an estimate of number of farmers outstanding, and enhance/ propose accordingly.
- vi. The next day, i.e. after the day of enhancement has passed, the PHL of the Rice Mill will return to its pre-enhancement position.
- vii. So, the DCF&S must make arrangement to tag alternative Rice Mills to the concerned PCs immediately.