

Standard Operating Procedures (SOP) for facilitating cash crops collection and transportation to POE.

1. Scope

This SOP describes the procedure for facilitating collection and transportation of cash crops from production sites to Samdrup Jongkhar/ Nganglam during emergency situation amid COVID-19, particularly in the context of eastern region.

2. Objective

The objective of this SOP is to ensure smooth collection and transportation of cash crops for export through Samdrup Jongkhar and Nganglam PoE during emergency situation amid COVID-19 following proper containment protocols.

3. Responsibility

It is the responsibility of the respective Dzongkhag Task Force members, Gewog Incident Commander and traders to ensure implementation of this SOP.

Implementing agencies

- i. Traders/ Exporter
- ii. RAMCO
- iii. Dzongkhag Agriculture Sector, six eastern Dzongkhag
- iv. Gewog Administration
- v. Dzongkhag COVID TF

Supporting agencies

- i. Dzongkhag TF, Samdrup Jongkhar
- ii. ECCO, Dewathang

4. Principle

The major cash crops in the east are potato, ginger, orange, cardamom, etc. The surplus production of these crops is exported by traders through auction system and other informal trade. The cash crops are also one of the main sources of income for farmers in the region.

5. Requirements

- 5.1. Approval accorded from the respective Incident Commanders.
- 5.2. Movement Order from Royal Bhutan Police (RBP).
- 5.3. Face masks & hand sanitizer.

6. Procedure

6.1. During collection of cash crops

- 6.1.1. Dzongkhag RNR Sector shall submit surplus quantity of cash crops to RAMCO, Mongar through SEP system to facilitate export.
- 6.1.2. RAMCO, Mongar in collaboration with Dzongkhag RNR Sector shall identify and update the list of traders involved in export of cash crop.
- 6.1.3. The traders and FCBL shall provide details of area of cash crop collection in different parts of the Dzongkhags in the region.
- 6.1.4. RAMCO in collaboration with Dzongkhag RNR Sector, Gewog Administration shall coordinate to collect cash crop from Dzongkhag.
- 6.1.5. The trader shall use their own vehicle to collect from the site upon 100 percent down payment to the farmers. Farmers will not be allowed to bring their produces to auction yard.
- 6.1.6. The traders will collect cash crops from the Dzongkhags based on the actual surplus quantity determined by the Dzongkhag RNR sectors.

6.2. During transportation of cash crops

- 6.2.1. The collection and transportation of cash crops from source to Samdrup Jongkhar/ Nganglam shall be carried out by traders and FCBL. In order to avoid gathering, the traders/ FCBL should inform collection date to Gewog and Dzongkhag COVID TF and RAMCO/ECCO.
- 6.2.2. The Dzongkhag RNR Sector shall facilitate the trader to issue route permit and identification card for driver with validity period from respective Dzongkhag and Gewog COVID FT.
- 6.2.3. The traders shall be responsible to plan accordingly and transport cash crops from Dzongkhags.
- 6.2.4. The cash crops unloading at PoE and export shall be carried out on an **alternative day** to avoid contact of Indian trucks and Bhutanese trucks.
- 6.2.5. The traders shall be responsible to keep unloaders ready and ensure that all trucks return on the same day at the earliest.

- 6.2.6. Each trader will be given maximum of **three trucks** to enter from Pinchina/ identified checkpoint.
- 6.2.7. The trucks shall be escorted by Desuups and ensure safe return of the drivers on the same day.
- 6.2.8. The entry of trucks will be facilitated by RBP and Desuup at check point. The Desuup/RBP will ensure that each trader receive only three truckloads from Pinchina/ Identified check point by keeping record of each trader.
- 6.2.9. The traders shall ensure the self-containment of logistic of truck drivers and ensure strict health protocols.
- 6.2.10. The number of trucks to be parked at Pinchana/ identified check point for each trader shall not be allowed more than three. In case if it is more, the trucks must return to safer zone.
- 6.2.11. The driver switching at identified switching station will take place under supervision of concerned authority and switching of drivers shall be the responsibility of the traders.
- 6.2.12. The detail plan of switching shall be shared with the traders for implementation.
- 6.2.13. Once the produces reach its destination, the traders shall follow import and export SOP in place to export the produces. The Dzongkhag COVID TF, Samdrup Jongkhar shall coordinate and facilitate export.
- 6.2.14. To avoid crowd of trucks and drivers/ people associated with transportation of produces, the traders should inform their representatives to bring manageable quantity.
- 6.2.15. The export will be facilitated only next day of unloading the consignment.

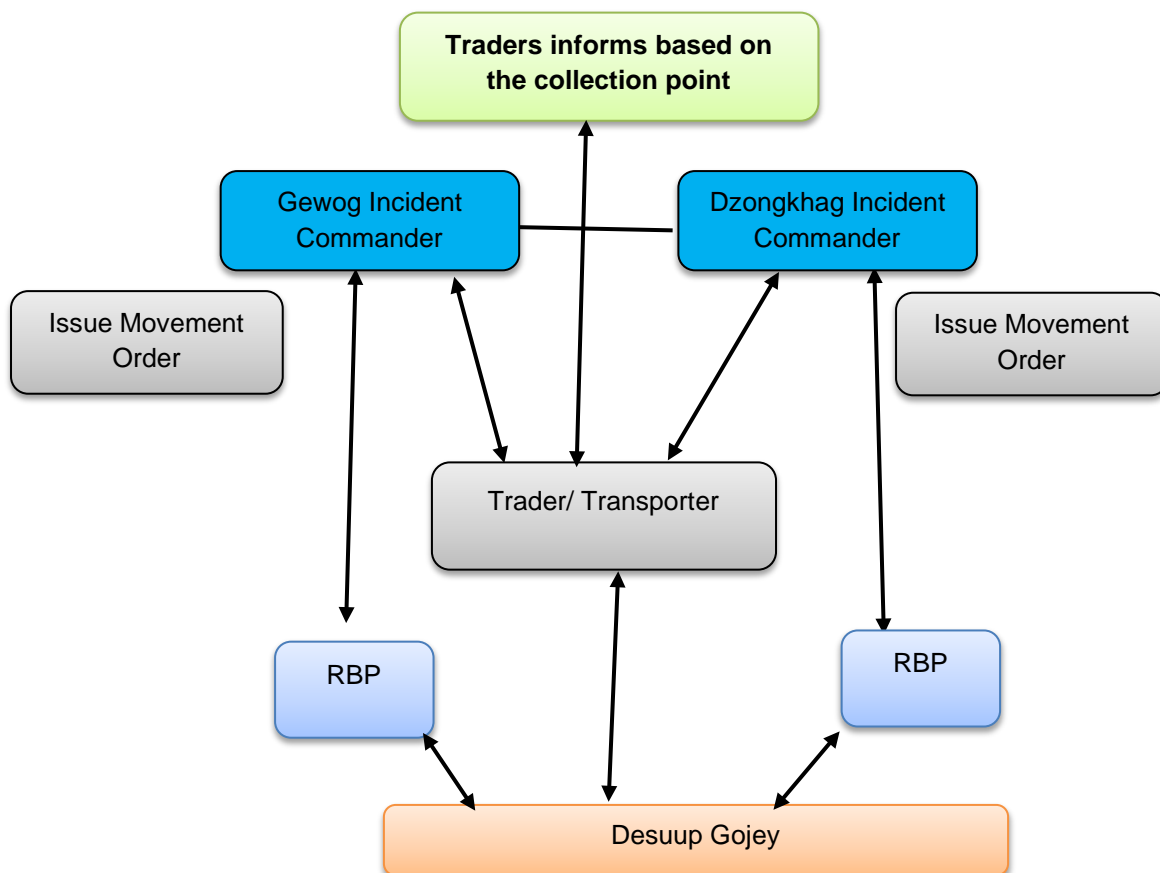
6.3. Supply of local produce to high risk zones

- 6.3.1. The Dzongkhag COVID-19 TF shall identify the distributors/ vendors in the town and develop distribution SOP.
- 6.3.2. The potential traders from other Dzongkhags will be identified and shared with the vendors.
- 6.3.3. The demand of local produces shall be placed by the vendors to traders. RAMCO and Dzongkhag RNR sectors will facilitate to obtain route permit for traders and vendors.
- 6.3.4. The price shall be negotiated and agreed between traders and distributors.
- 6.3.5. The traders shall reach their produce till the point identified by Dzongkhag COVID-19 TF or Drungkhag COVID-19 TF.
- 6.3.6. The produces shall be unloaded at transship point by the trader themselves and never contact vendors from the town.
- 6.3.7. The vendors shall pick up the produce from the transship point on their own. In order to avoid physical contact between traders and vendors, both traders and vendors shall have their own unloaders and loaders respectively.
- 6.3.8. The whole transship process shall be strictly monitored by Desuup or RBP at the transship point.
- 6.3.9. The traders shall ensure to supply quality produces as per the demand of distributors/ vendors.
- 6.3.10. The payment for the produces shall be made through online banking system.

7. Safety

- 7.1. The health protocol as per the SOP developed for the loaders shall be followed while loading and unloading the produces.
- 7.2. At the unloading site, the driver and accompanying person if any shall not move beyond the loading stockyard or go-down of the trader.
- 7.3. During the entire journey to and fro, driver and accompanied person if any must ensure no interaction with the people along the way including providing lift.
- 7.4. Put on the mask throughout.
- 7.5. In case of enforced halt or night halt one must report to the nearest traffic and ensure proper health protocols is observed.
- 7.6. Upon arrival to destination, driver must disinfect his/her stuffs and sanitize or wash hands with soap and water.

8. Flow chart



9. Documentation

- 9.1. Make sure to scan Druktrace while on enforced halt or during night halt.
- 9.2. Complete any form of registration at Check posts along the way and during night halts.

10. References

- 10.1. Documentations, Standard Operating Procedures, MoH, 2020.
- 10.2. Interim SOP for Donning and Doffing of PPE by Laboratory Personnel, DCDC, MoH, 2020.
- 10.3. SOP on SOP of Drug Regulatory Authority, document no DRA-P-D5-58