

# **Maharashtra Bovine Breeding Regulatory Act, 2023**

## **Standard Operating Procedure (SOP) for registration of Assisted Reproductive Technology (ART) Service Provider under Maharashtra Bovine Breeding Regulatory Act, 2023**

**[See rule no. 5(1)(a)]**

**Assisted Reproductive Technology Service Provider or ART Service Provider- Means a Person, Who Provides Assisted Reproductive Technology Services Through Registered Assisted Reproductive Technology Experts.**

### **1. Objective**

Registration of assisted reproductive technology service provider under authority to ensure scientific, ethical and effective implementation of the Maharashtra Bovine Breeding Regulatory Act, 2023 for improving genetic quality, regulating breeding activities and maintaining breed purity in bovines (cattle & buffaloes) across Maharashtra.

### **2. Scope**

Applicable to:

- a. New Assisted Reproductive Technology Service Provider
- b. Existing Assisted Reproductive Technology Service Provider

### **3. Document Requirement**

1. Aadhar card
2. Pan card
3. GST registration certificate/ TAN Card
4. Designation of office in charge
5. Educational qualification of staff
6. Type of ART services offered
7. Cold chain and storage infrastructure
8. Source of genetic material and registration details
9. Lab/facility accreditation
10. Geo tagged photographs of all facilities
11. ART Expert details with educational qualification and experience

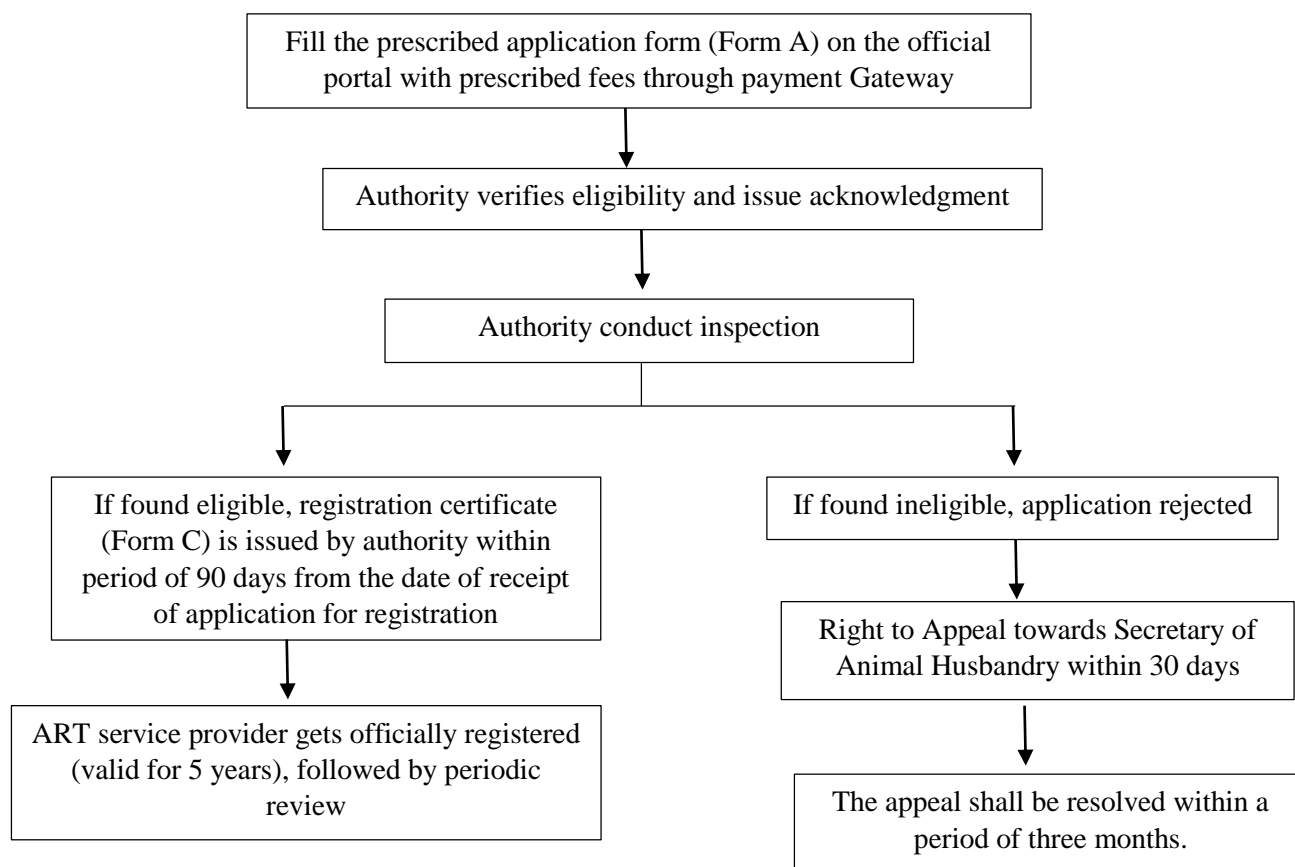
### **4. Registration fees**

- a. New Registration - 20,000 /-
- b. Renewal - 10,000/-
- c. Duplicate Certificate - 1,000/-

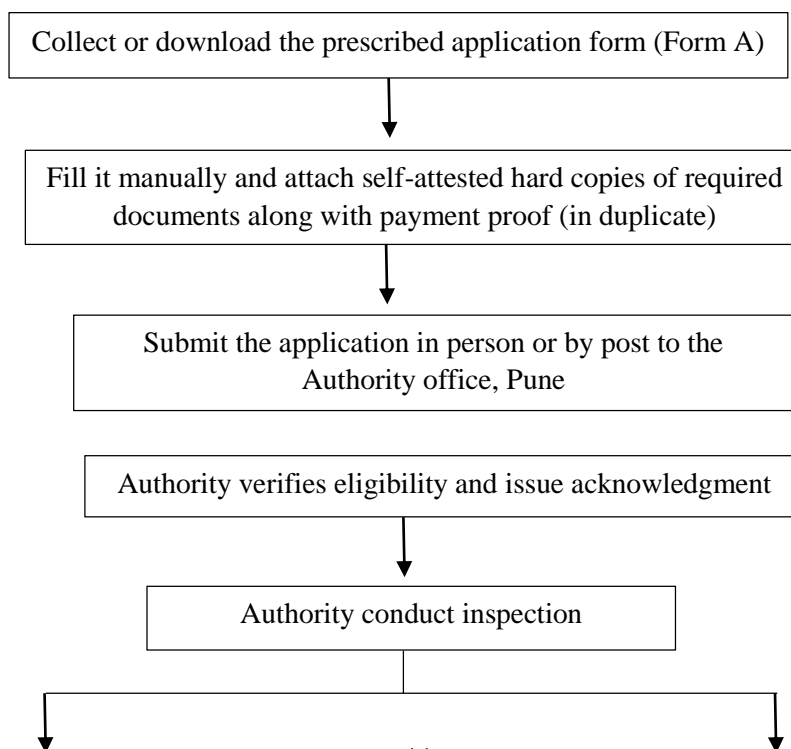
### **5. Registration Process-**

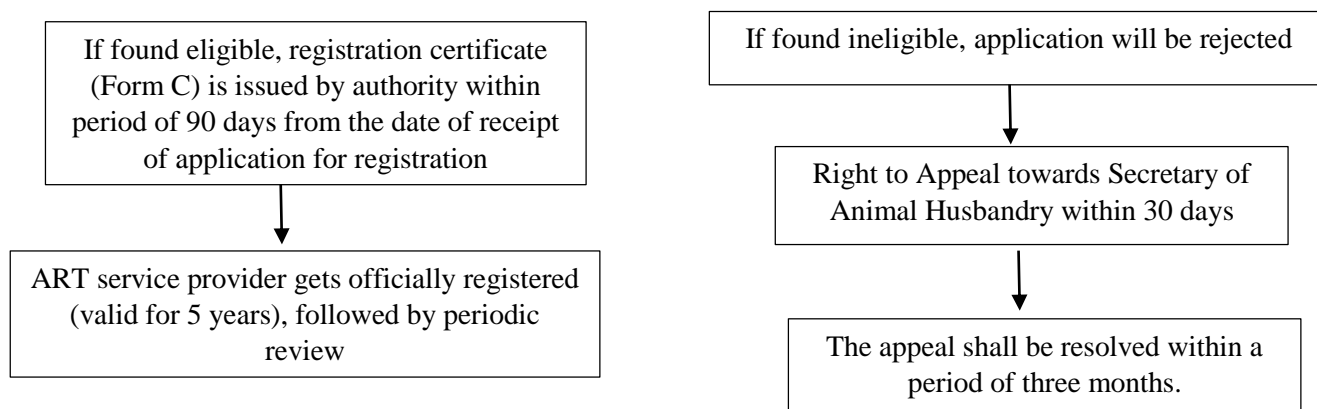
Eligible applicant can apply through both offline mode or online mode through web portal of Authority

**A. Online Registration Process:** Apply for registration to Maharashtra bovine breeding regulatory authority on Maharashtra bovine breeding authority portal.



**B. Offline process of Registration-**





## 6. Special Instruction

- a. A separate application for registration shall be made for more than one bovine breeding activity.
- b. Application fee once paid shall not be refunded.
- c. One copy of the certificate of registration shall be displayed by the registered assisted reproductive technology service provider, at a conspicuous place at its place of business.
- d. No change of ownership or change of management shall be done without the prior permission of Authority.
- e. In the event of change of ownership or change of management or on ceasing to function as assisted reproductive technology service provider, both copies of the certificate of registration shall be surrendered to the Authority.
- f. On receipt of the renewed certificate of registration in duplicate or on receipt of communication of rejection of application for renewal, both copies of the earlier certificate of registration shall be surrendered immediately to the Authority.

## 7. Certification

- a. Grant of certificate of registration of application for registration of ART Service Provider shall be communicated to the applicant within a period of 90 days from the date of receipt of application for registration.
- b. Registration certificate will be issued in duplicate.

## 8. Monitoring

Routine inspections of activities by ART Service Provider, surprise checks for illegal/unauthorized breeding practices by the Authority or District Deputy Commissioner of Animal Husbandry.

## 9. Record Maintenance & Reporting

- a. The record to be maintained by ART Service Provider on the line of general principles of Book Keeping and Accountancy.
- b. ART Service Provider shall furnish the records annually and half yearly returns in duplicate before 31<sup>st</sup> July of the same year and 31<sup>st</sup> January of the next year to the Authority. (Annexure VI)
- c. The Authority shall maintain a permanent record of applications for grant or renewal of certificate of registration in Form I. (Annexure V)

## 10. Action against Violations and Penalty

Issue notices to defaulters, Penal action as per act. Penalty as per following

- a. Any person having a registration certificate under sections 4 under this Act has failed to maintain the prescribed standards relating to bovine breeding activities laid down by the State Government and the Central Government, from time to time, shall on conviction be punished with fine which may extend to fifty thousand rupees
- b. Whoever carries out any of the bovine breeding activities without holding a registration certificate or carry on production activity of frozen semen from other than the certified bulls or contravenes any of the provisions of this Act, shall on conviction, be punished with fine which may extend to one lakh rupees.
- c. Any person resorts to any sort of advertisement or publicity misrepresenting the facts about the type and nature of services for which he has been granted the registration certificate, shall on conviction, be punished with a simple imprisonment for a term which may extend to six months or with fine which may extend to two lakh rupees or with both.

#### **11. Validity & Renewal of Registration**

- a. The registration certificate shall be valid for a period of 5 years.
- b. Application for renewal must be submitted at least 90 days prior to the expiry of the current registration.

#### **12. Duplicate Registration Certificate**

- a. If a registration certificate issued under this Act is defaced, lost or destroyed, the Authority as the case may be, upon satisfaction, grant a duplicate certificate to the applicant.
- b. Every application for duplicate registration certificate of Semen Station shall be submitted along with fee of rupees one thousand.
- c. The Authority, as the case may be, shall maintain a permanent record of applications for duplicate certificate of registration in Form I.

#### **13. Appeal**

- a. Any person aggrieved by an order passed by the Authority under sections 6, 7, 8 and 10 may file an appeal before the Secretary of the Animal Husbandry and Dairy Development Department within a period of thirty days from the date of receipt of order.
- b. The Appellate Authorities may entertain any appeal after the expiry of the period of thirty days, if it is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.
- c. On receipt of an appeal the Appellate Authorities shall, after giving a reasonable opportunity of being heard to the appellant, dispose off appeal within a period of three months.
- d. The order of the Appellate Authorities shall be final.

#### **14. Revocation of registration certificate**

The Authority or District Deputy Commissioner, Animal Husbandry can revoke the registration certificate if

- a. The registration certificate granted by it under this Act has been obtained by misrepresentation or fraud.
- b. The holder of the registration certificate has failed to comply with the conditions subject to which the certificate has been granted.

**15. Grounds for Rejection**

- a. Submission of false or misleading documents.
- b. Failure to meet minimum infrastructure or staff criteria.
- c. Prior record of malpractice or violations under any breeding regulation.
- d. Non-compliance with inspection or documentation requests.

**16. Annexures-**

**Annexure I:** Application Form (Form A)

**Annexure II:** Format for Declaration

**Annexure III:** Format for Acknowledgement

**Annexure IV:** Certificate (Form C)

**Annexure V:** Maintenance of permanent record of applications (Form I)

**Annexure VI:** Annual / Half yearly reporting format

## **Annexure I**

### **FORM A**

[See rule 5(1)(a)]

(To be submitted in duplicate with supporting documents as enclosures)

**FORM OF APPLICATION FOR REGISTRATION OF SEMEN STATION, EMBRYO TRANSFER OR IN VITRO FERTILIZATION LABORATORY, ARTIFICIAL INSEMINATION TRAINING INSTITUTE, ASSISTED REPRODUCTIVE TECHNOLOGY SERVICE PROVIDER, ASSISTED REPRODUCTIVE TECHNOLOGY EXPERT.**

1. Name of the applicant :-  
(Indicate name of the organization sought to be registered)
2. Address of the applicant :-
3. UIDAI Number and Pan Card Number with self attestation copy thereof :-
4. Type of facility to be registered :-  
(Please specify whether the application is for registration of a Semen Station, Embryo Transfer or In Vitro Fertilization Laboratory, Artificial Insemination Training Institute, Assisted Reproductive Technology Service Provider, Assisted Reproductive Technology Expert)
5. Full name and address / addresses of Semen Station, Embryo Transfer or In Vitro Fertilization Laboratory, Artificial Insemination Training Institute, Assisted Reproductive Technology Service Provider, Assisted Reproductive Technology Expert with contact details / e-mail address(es). :-
6. Type of ownership of Organization:-  
(individual / Ownership / partnership / company / co-operative /any other to be specified). :-
7. In case type of organization is other than individual ownership, furnish copy of articles of association and names and addresses of other persons responsible for management, as enclosure. :-
8. Type of Institution (Government / local sector / Private / Private Laboratory / any other to be stated.) :-
9. Equipment available with the make and model of each equipment. (Leave blank if registration is sought for Assisted Reproductive Technology Expert (List to be attached on a separate sheet)). :-
10. Names, qualifications, experience and registration number of employees (may

be furnished as an enclosure) (Leave blank if registration is sought for Assisted Reproductive Technology Expert).

11. For renewal applications only:

(a) Registration No.

(b) Date of issue and date of expiry of existing certificate of registration.

12. List of Enclosures:

(Please attach a list of enclosures/supporting documents attached to this application.)

Date:

(.....)

Place:

Name, designation and signature of the person authorized to sign on behalf of the organization to be registered.

**Annexure II**  
**DECLARATION**

I, Shri./Smt./Kum./Dr.....son/daughter/wife of ..... aged .....years resident of .....working as (indicate designation).....in (indicate name of the organization to be registered) .....hereby declare that I have read and understood the provisions of the Maharashtra Bovine Breeding (Regulation) Act, 2023 and Maharashtra Bovine Breeding (Regulation) Rules, 2024. I also declare that the information furnished in this application is true and correct to the best of my knowledge and belief.

Date:

Place:

(.....)  
Name, designation and signature of the  
person authorized to sign on behalf of the  
organization to be registered.

(SEAL OF THE ORGANISATION SOUGHT TO BE REGISTERED)



### **Annexure III**

#### **ACKNOWLEDGEMENT**

[See Rules 5(1)(b)]

The application in Form A in duplicate for grant\*/renewal\* of registration of Semen Station\* / Embryo Transfer or In Vitro Fertilization Laboratory\* / Artificial Insemination Training Institute\* / Assisted Reproductive Technology Service Provider\* / Assisted Reproductive Technology Expert\* by ..... (Name and address of applicant) has been received by the Authority on..... (date).

\*The list of enclosures attached to the application in Form A has been verified with the enclosures submitted and found to be correct.

OR

\*On verification it is found that the following documents mentioned in the list of enclosures are not actually enclosed.

This acknowledgement does not confer any rights on the applicant for grant or renewal of registration.

(.....)  
Signature and Designation of Authority, or  
authorized person in the Office of the  
Authority.

Date:

Place:

SEAL

**Annexure IV**

**FORM C**

[See Rule 5(1)(f)]

**CERTIFICATE OF REGISTRATION**

(To be issued in duplicate)

In exercise of the powers conferred under sub-section (1) of section 4 of the Maharashtra Bovine Breeding (Regulation) Act, 2023, the Maharashtra Bovine Breeding Regulatory Authority hereby grants registration to the semen station/embryo transfer or in-vitro fertilization laboratory /artificial insemination training institute/assisted reproductive technology service provider\* under the aforesaid Act for a period of five years ending on..... .

2. This registration is granted subject to the aforesaid Act and Rules made thereunder and any contravention thereof shall result in suspension or cancellation of this Certificate of Registration before the expiry of the said period of five years apart from prosecution.

A. Name and address of the semen station / embryo transfer or in-vitro fertilization laboratory/ artificial insemination training institute / assisted reproductive technology service provider -----  
-----

B. semen station/ embryo transfer or in vitro fertilization laboratory / artificial insemination training institute / assisted reproductive technology service provider to display one copy of this certificate at a conspicuous place at the place of business.

3. Registration No. allotted:-

4. Period of validity of earlier Certificate of Registration:-

(For renewed Certificate of Registration only) From.....To.....

Signature, name and designation of  
The Authority.

Date:

SEAL

## **Annexure V**

### **FORM I**

[See Rule 5 (1) (g), 5(2) (g),9(2)]

**FORM FOR MAINTENANCE OF PERMANENT RECORD OF APPLICATIONS  
FOR GRANT OF REGISTRATION UNDER THE MAHARASHTRA BOVINE  
BREEDING (REGULATION) ACT, 2023**

1. SI No.
2. File number of Authority, as the case may be.
3. Date of receipt of application for grant of registration.
4. Name, Address, contact details etc. of applicant:
5. Name and address of ART service provider :
6. Date on which case considered and recommendation Authority, as the case may be.
7. Outcome of application (state granted/rejected and date of issue of orders).
8. Registration number allotted.....
9. Validity period of registration (5 years)                      Date from.....to.....
10. Renewals (date of renewal and renewed up to).
11. File number in which renewals dealt.
12. Additional information, if any.

Name, Designation and Signature of Authority

## Annexure VI

**Annual/Half yearly reporting format for ART Service Provider be submitted to Maharashtra Bovine Breeding Authority, Pune**

1. **Name of ART Service Provider:**
2. **Registration No.:**
3. **Qualification:**
4. **Contact Number:**
5. **Email ID:**
6. **District & Address:**
7. **Period of reporting:**
8. **Type of ART Services rendered:**
9. **No. of ART expert engaged with name and Registration No.:**

Sr. No.	Name of ART Expert	Qualification	Date since working under institute	Remark

### 10. Work done report

Sr. No.	No. of MOET Cycle done	No. of OPU done	No. of Embryo Produced	No. of Embryo Frozen	No. of Embryo Purchased	No of Embryo Transfer done			No. of IVF Pregnancy confirmed	Conception rate	No. of IVF calf borne
						Fresh	Frozen	Total			

### 11. Sale

Sr. No.	Institute details of embryo production	No. of Embryo	Details of Embryo ID

### 12. Purchase

Sr. No.	Institute details of embryo production	MAHABBRA Reg. no. of Institute	No. of embryo purchased	Details of embryo Id

### 13. Beneficiary Details

No. of dairy farmers benefited by this technology	No. of NGO/ Goshala Benefited by this technology

14. **Donor/sire used for embryo production are above CMU norms of GOI:** Yes/ No  
(If yes attached sheet details of Pedigree of donor and sire used for embryo production)

Date:

Name, designation and signature of the person