



राष्ट्रीय बागवानी बोर्ड  
कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार  
85, इंस्टीच्यूशनल एरिया, सैक्टर 18, गुरुग्राम-122015

**National Horticulture Board**  
Ministry of Agriculture & Farmers Welfare, Govt. Of India  
Plot No. 85, Sector-18, Institutional Area, Gurugram-122015

**NHB/CC/Guidelines/Design-Software/2022-23**

**Date: 19.09.2023**

**Public Circular**


**Subject: Auto-generation of Letter of Comfort (LoC) letter by the NHB scheme software system based on the registration and online application by the Applicant.**

In order to deal with the prospective situation in delay of issuance of LoC letter and curtailing time for quick disposal LoC letter, it has now been decided by the Competent Authority of the Board that the LoC letter will now be generated and issued automatically by the NHB Software System based on the registration and online application by the Applicant at NHB's web portal through its registered account. Instead of examination of Land Document and DPR by the officers of NHB, an online "Undertaking" would be obtained while applying online application for LoC from the applicant that validity of LoC will be subject to fulfilling eligibility of all requirements as per NHB scheme guidelines such as project activity, ownership of land, area/size of project, technical standards etc. and any deviation noticed with regard to non-fulfillment of required eligibility criteria at GoC stage or later on will lead to cancellation of LoC by the NHB.

Accordingly, all the necessary changes in the software system have been affected and LoC letter has been revised.

It is for kind information of the general public/prospective farmers/applicant(s) to note the same and read carefully all the "Important Instructions" (available on the link "Check-list for Important Instructions") after login at NHB's web portal through its registered account, before submission of online LoC application.

This issues with the approval of Competent Authority.

  
(C.P. Gandhi)  
Dy. Director (IS)

**Distribution:**

1. All Area Officers, NHB
2. All Dealing Officers, NHB
3. In-charge, All NHB Centers
4. In-charge (Coord. Division)
5. Sh. H.C Rohilla (Accounts Officer)

**CC to :**

1. PS to MD, NHB for kind information
2. JD/HOO, NHB for kind information
3. IT Division, NHB..To be uploaded in the NHB website under Internal and Public Circular Section.