

Government of West Bengal Food & Supplies Department Common Application Form For all Digital Ration Card related services

(Please read all the instructions and eligibility criteria and fill the forms carefully)

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No member of my family has ever held a Ration Card prior to this. (Please tick if you are applying for service No. 1 in Part-1)

I hereby certify that -

- 1. I agree that all inputs and information given above are true to the best of my knowledge. I agree that the application may be rejected, or the Ration Card, if issued, may be cancelled if any information furnished here is found to be false.
- 2. I also acknowledge that other legal action may be taken against me for furnishing wrong information or hiding any relevant information, either at the time of application or at later stage.
- 3. I have submitted Aadhaar Data voluntarily.
- 4. I agree that my mobile number could be used for receiving communications from Department of Food & Supplies, Government of West Bengal.

Signature/LTI of the applicant / HOF



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Annexure 1: Auto-exclusion Criteria and Deprivation Criteria –Urban

	Auto-exclusion Criteria [Tick ($\sqrt{\ }$) where applicable]* (You must not fall under any of the following criteria to be eligible to get a ration card)	
I cer	tify that I / my family	Tick here
1.	do not live in a house with 3 or more than 3 rooms made of concrete wall and roof.	
2.	do not have any of the following consumer goods: a) four wheeler motorized card, b)AC machine, c) Computer or Laptop with internet facility	
3.	do not have more than one of the following consumer goods – Refrigerator, Landline telephone, Washing Machine, Two wheeler motorized vehicle	
4.	do not have any person who pays Income Tax or Professional Tax	
5.	do not have any member who is a Gazetted or non-Gazetted employee of State / Central Govt. Undertaking/ Govt. Aided / Statutory / Autonomous bodies	
	Deprivation Criteria [Tick (√)where applicable]* (You must fulfil at least one criteria to get a ration card)	
I cer	rtify that I/my family,	Tick here
1.	live in house with wall and roof made of grass/straw/bamboo/wood/mud	П
2.	live in house with roofs covered with Tali/GI/ Tin/Asbestos and having earthen wall or wall made of un-burnt brick or wood/stone	
3.	have no source of drinking water near the house	
4.	do not have any electric connection	
5.	have no concrete latrine	
6.	do not have any male member within the age group between 16-59 years and head of the family is a female	
7.	belong to SC category	
8.	belong to ST category	
9.	have no literate adult member	
10.	do not have any adult member having primary education	
11.	have one of the members who is handicapped/suffering from prolonged diseases	
12.	work as a) Peddler/Cobbler/Hawker b) Construction worker/Plumber/Mason/ Labour/Dyer/ Welder/ Security Guard c) Maid Servant/ Worker/Tailor d) Helper/Transport labour/Driver/Conductor/ Helper of the Driver and Conductor/ Garowan/ Rickshaw Puller, e) Washer-man/ Chowkider, f)Coolie/Porter	
13.	Head of my family is a Staff of a shop/Sahayak/Helper/Peon of a small concern/Ardali/Waiter/ Electric mechanic/Mechanic/Repairing workmen	
14.	Head of the family works on daily wage or weekly wage	
15.	has no permanent job & source of income is mainly from Pension/interest and/or rent	
16.	is a Shelter-less family	
17.	live in a single room with Kachha wall and Kachha roof	
18.	live on Destitution or begging / Rag-picking / Sweeping / Scavenging/Gardening	
19.	do not have income	
20.	all adult members work on irregular or daily wage basis	
21.	the Head of the family is minor	
22.	belong to a family where all members of a family within the age group between 18-60 years are either handicapped or have been suffering from prolonged diseases	
23.	belong to a family where all members of a family above 65 years or either handicapped or have been suffering from prolonged diseases	



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Annexure 2: Auto-exclusion Criteria and Deprivation Criteria – Rural

	Auto-exclusion Criteria [Tick ($$) where applicable]* (You must not fall under any of the following criteria to be eligible to get a ration card) ration card)
I ce	ertify that I / my family	Tick here
1.	do not have any motorized two / three / four wheelers / fishing boats (which require registration)	
2.	do not have mechanized three / four wheeler agricultural equipment such as tractors, harvesters etc.	
3.	do not have Kisan Credit Card with the credit limit of Rs. 50,000 and above	
4.	$do \ not \ have \ any \ member \ as \ Government \ Employee: Gazetted \ / \ non-gazetted \ / \ Central \ / \ State \ Government \ / \ PSU \ government-aided \ autonomous \ bodies \ and \ local \ bodies$	
5.	is not a household with non-agricultural enterprise registered with the Government	
6.	do not have any member in the family earning more than Rs. 15,000 per month	
7.	do not have any member paying income tax or professional tax	
8.	is not a household with three or more rooms with all rooms having pucca walls and pucca roof	
9.	do not own a refrigerator	
10.	do not own landline phones	
11.	do not have 2.5 acres or more irrigated land with at least one irrigation equipment	
12.	do not have 5 acres or more land irrigated for two or more crop seasons	

	Deprivation Criteria [Tick (√)where applicable]* (You must fulfil at least one criteria to get a ration card)	
I ce	ertify that I/my family,	Tick here
1.	is a household without shelter	
2.	is destitute / living on alms	
3.	is manual scavengers	
4.	is under Primitive Tribal Groups	
5.	is legally released bonded labourers	
6.	is a household with only one room with kucha walls and kucha roof	
7.	is a household with no adult member between age 16 to 59	
8.	is a Female headed household with no adult male member between age 16 to 59	
9.	is a household with(number to be given) disabled member(s) and no able bodied adult member	
10.	belong to SC/ST households	
11.	is a household with no literate adult above 25 years	
12.	is a landless household deriving the major part of their income from manual casual labour	

DO NOT GIVE ANY WRONG or FALSE INFORMATION or DETAILS. THIS IS PUNISHABLE UNDER LAW.

Application Dated/ RECEIVED for furth	ner processing.

Checklist of Documents for new Family (Form 3 and Form 10)

Copy of Aadhaar of all members given in the application

If age of any new applicant is less than 5, then Aadhaar is not mandatory. In that case copy birth certificate of such applicant is to be submitted.

Address proof of any of the applicants (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank Passbook/Driving Licence).

Address in the document should be clearly legible.

Checklist of Documents for adding new member to an existing family (Form 4)

Copy of Digital Ration Card of any existing member of the family

Copy of Aadhaar Cards of the applicants/members to be added to the family

If age of any new member is less than 5, then Aadhaar is not mandatory; in that case copy of birth certificate of such member is to be submitted

Address proof of any of the applicants (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank account statement/Driving Licence).

Address in the document should be clearly legible.

Checklist of documents for Rectification of name, age, guardian name, address etc. (Form 5)

Copy of Digital Ration Card of any existing member of the family

Copy of Identity proof for members whose details are to be corrected (Aadhaar/EPIC/Driving licence/Passport /Govt Id with photograph/Passbook with Photograph

Address proof of any of the applicants if address is to be corrected (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank account statement/Driving Licence).

Address in the document should be clearly legible.

Checklist of documents for FPS Change (Form 6)

Copy of DRC of any member

Address proof of any of the applicants (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank account statement/Driving Licence).

Address in the document should be clearly legible.

Checklist of documents for surrender (Form 7)

Copy of DRC of the member whose card is to be surrendered

Copy of Death Certificate in case of surrender due to death

Checklist of documents for changing category (Form 8)

Copy of DRC of any member of the Family

Address proof of any of the applicants (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank account statement/Driving Licence).

Address in the document should be clearly legible.

Any other document in support of the application (Not Mandatory)

Checklist of documents for splitting Family except AAY (Form 13)

Copy of DRC of the members wanting to split from the Family

Address proof of any of the applicants (Copy of Aadhaar/EPIC/Passport/Postpaid Mobile Bill/landline Phone Bill/Electricity Bill/Bank account statement/Driving Licence).

Address in the document should be clearly legible.
Any other document in support of the application (Not Mandatory)
Check List of documents for shifting to a new family (Form 14)
Copy of DRC of the person wanting to shift to another Family
Copy of DRC of any member of the Family where applicant is trying to shift
Proof of marriage /Divorce/Separation or any other document establishing relation with the new family
Checklist of documents for adding nominee (Form 15)
Copy of DRC of any member of the Applicant's family
Copy of Aadhaar of the Representative/s
Copy of DRC of the Representative/s