
	<p>SOP for Changes in godown specifications and ensuing modifications consequent upon GO no. 1465-FS dated 10.04.2023 Online FPS Vacancy Application Disposal Module</p>	
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Version 2.0

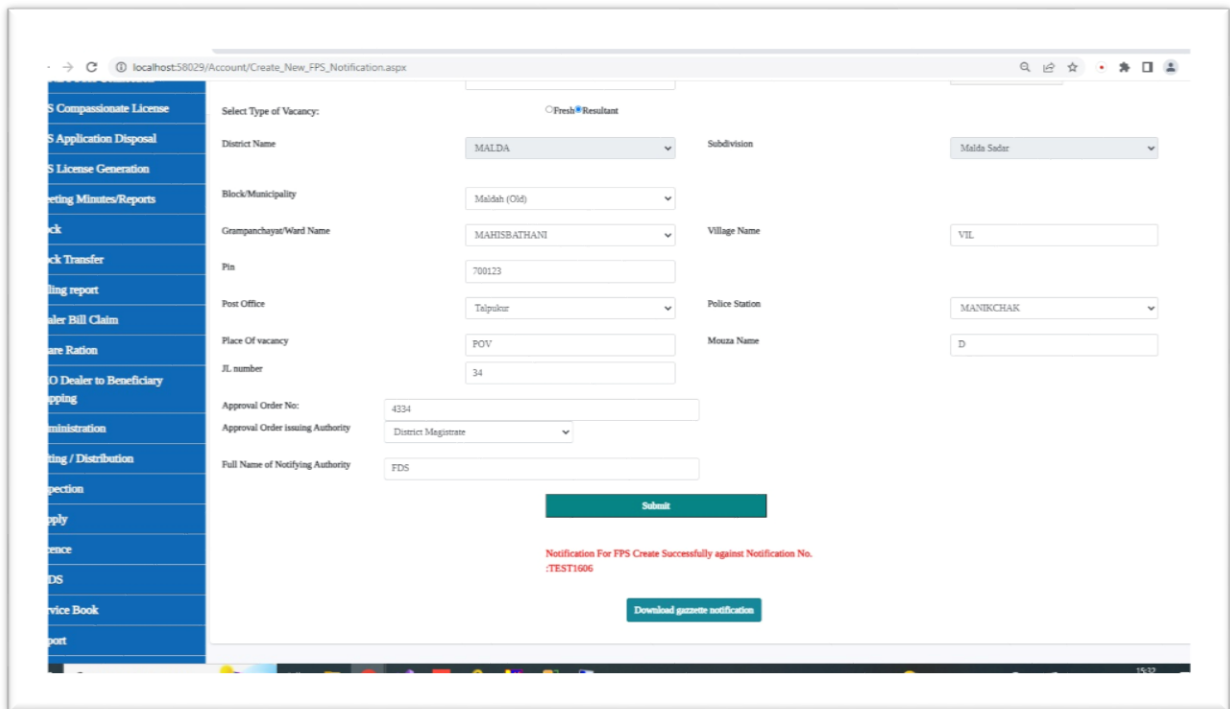
Date of Release: 21/06/23

Annx. to GO No.: 592-FS/Sectt/Food/4M-15/2021 dated 22.02.2022

The Govt. in Deptt. of Food & Supplies has issued GO no. 1465-FS dated 10.04.2023 revising required space for a proposed FPS (shop and godown) along with some building specifications. Subsequently, GO no. 1697-FS dated 27.04.23 for vacancies notified from 01.02.23 to 31.03.23 and 2037-FS dated 22.05.23 revising the scoresheet pattern. In this regard, certain modifications have been made in the online vacancy management system.

Login of the SCF&S/DR:



Step 1: In this, the concerned licensing authority will go to her/his usual login to create notification against the vacancy ID. After the creation of notification, the modifications in the godown specification requirements are given in step 2.



The screenshot shows a web browser window with the URL `localhost:58029/Account/Create_New_FPS_Notification.aspx`. The page contains a form for creating a new FPS notification. The form fields are as follows:

Select Type of Vacancy:	<input type="radio"/> Fresh <input checked="" type="radio"/> Resultant	
District Name	<input type="text" value="MALDA"/>	Subdivision <input type="text" value="Malda Sadar"/>
Block/Municipality	<input type="text" value="Malda (Old)"/>	
Grampanchayat/Ward Name	<input type="text" value="MAHISBATHANI"/>	Village Name <input type="text" value="VIL"/>
Pin	<input type="text" value="700123"/>	
Post Office	<input type="text" value="Talpurur"/>	Police Station <input type="text" value="MANIKCHAK"/>
Place Of vacancy	<input type="text" value="POV"/>	Mozza Name <input type="text" value="D"/>
JL number	<input type="text" value="34"/>	
Approval Order No:	<input type="text" value="4334"/>	
Approval Order Issuing Authority	<input type="text" value="District Magistrate"/>	
Full Name of Notifying Authority	<input type="text" value="FDS"/>	

Below the form, there is a green "Submit" button. A red message below the button reads: "Notification For FPS Create Successfully against Notification No. :TEST1606". Below the message is a green "Download gazette notification" button.

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Step 2: In personal information (part II) of the application, the following status needs to be checked by the applicant. i.e.

1. Widow/divorcee
2. SHG
3. Unmarried women
4. Individual
5. Others

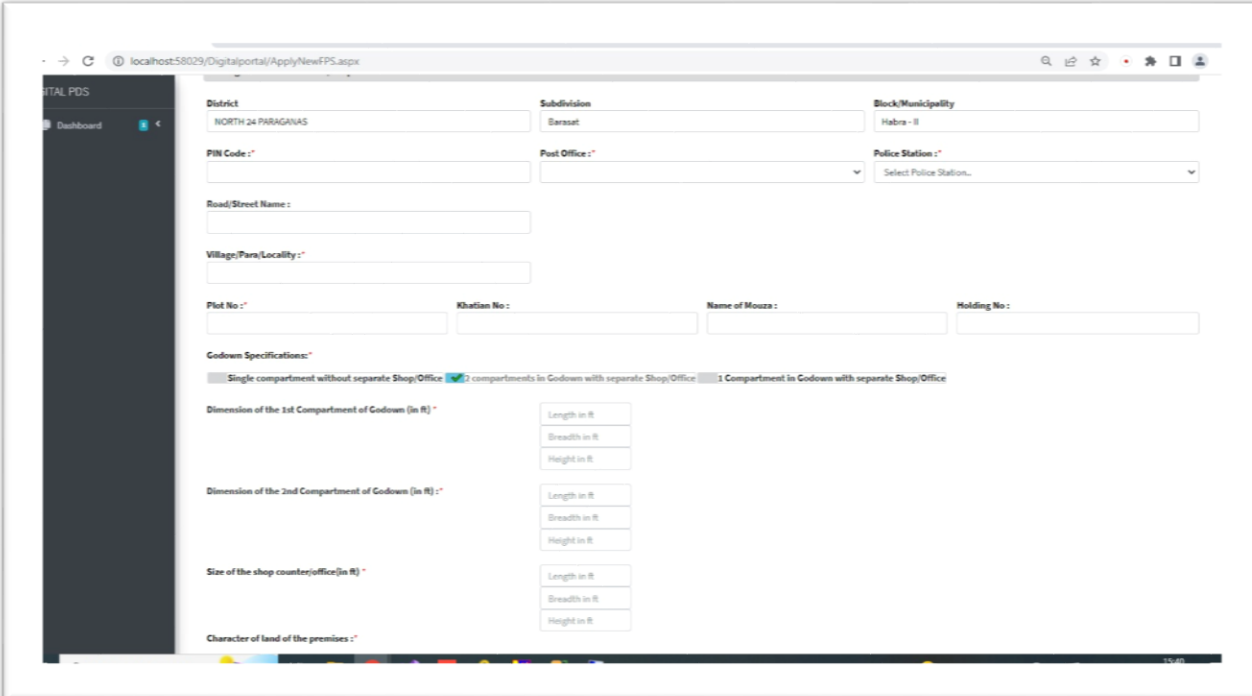
Step 3: In order to comply with the changes in godown specifications, the application details that are needed to be entered in the system are:

1. Godown Specifications:



Three options are given to choose for entering godown specifications, i.e.

1. Single compartment without separate Shop/Office
2. 2 compartments in Godown with separate Shop/Office
3. 1 Compartment in Godown with separate Shop/Office

In case of multiple compartments, dimension of each Godown and Shop/Office (LxBxH) (fields will open as per selection above and applicant will fill up one by one)



The screenshot displays the 'Apply New FPS' form in a web browser. The 'Godown Specifications' section is active, showing three radio button options: 'Single compartment without separate Shop/Office' (selected), '2 compartments in Godown with separate Shop/Office', and '1 Compartment in Godown with separate Shop/Office'. Below these options, there are input fields for the dimensions of the compartments and the shop/office. For the 1st compartment, fields for Length, Breadth, and Height are visible. Similar fields are present for the 2nd compartment and the shop/office. The 'Character of land of the premises' field is also visible at the bottom.

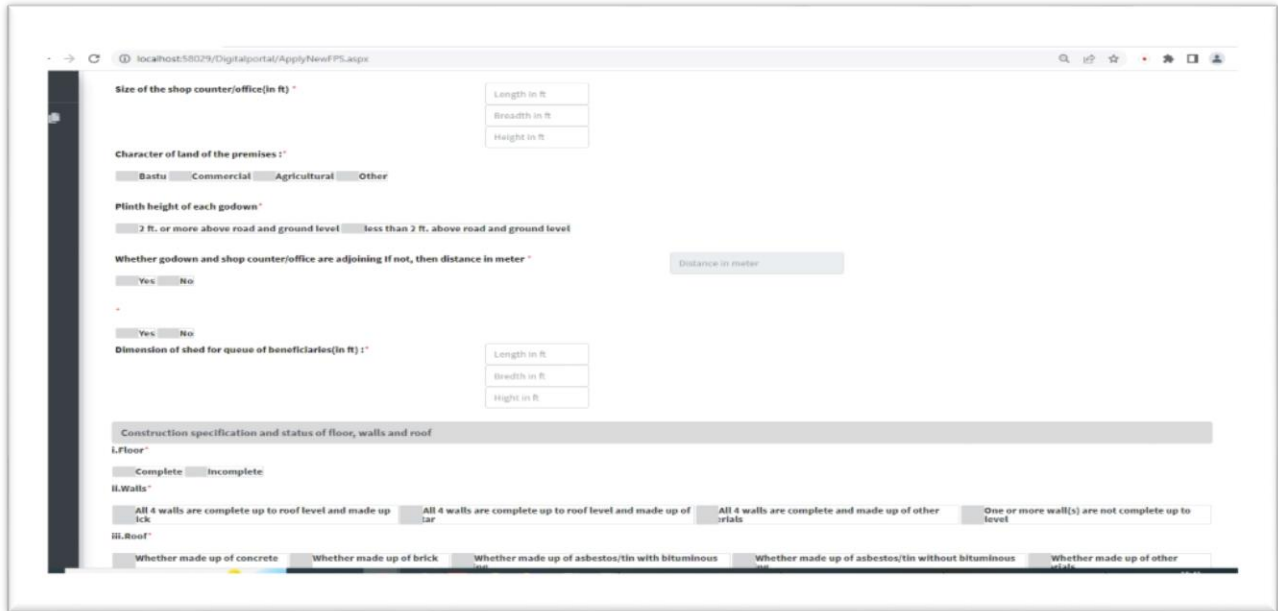
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2. Plinth height of each godown has to be selected; the options given are:
 - a. 2 (1 for M. Corps.) ft. or more above road and ground level
 - b. less than 2 (1 for M. Corps.) ft. above road and ground level



The screenshot shows a web browser window with the URL localhost:58029/Digitalportal/ApplyNewFPS.aspx. The form contains several sections: 'Size of the shop counter/office(in ft)' with input fields for Length, Breadth, and Height; 'Character of land of the premises' with radio buttons for Bastu, Commercial, Agricultural, and Other; 'Plinth height of each godown' with radio buttons for '2 ft. or more above road and ground level' and 'less than 2 ft. above road and ground level'; 'Whether godown and shop counter/office are adjoining if not, then distance in meter' with radio buttons for Yes and No; 'Dimension of shed for queue of beneficiaries(in ft)' with input fields for Length, Breadth, and Height; and 'Construction specification and status of floor, walls and roof' with sections for I.Floor, II.Walls, and III.Roof, each containing radio buttons for Complete and Incomplete, and further options for material and construction type.

3. Construction specification and status of floor, walls and roof have been modified to enter the following details

- i. Floor

Option has to be from whether,

- a) complete
- b) incomplete

*If complete, then type of completion has to be checked among



- 1.kutchha
2. tiles
3. plain cement

*If incomplete, then degree of incompleteness has to be checked among

1. ready but cement/tiles covering not done
2. not ready at all

- ii. Walls

Option has to be chosen from whether,

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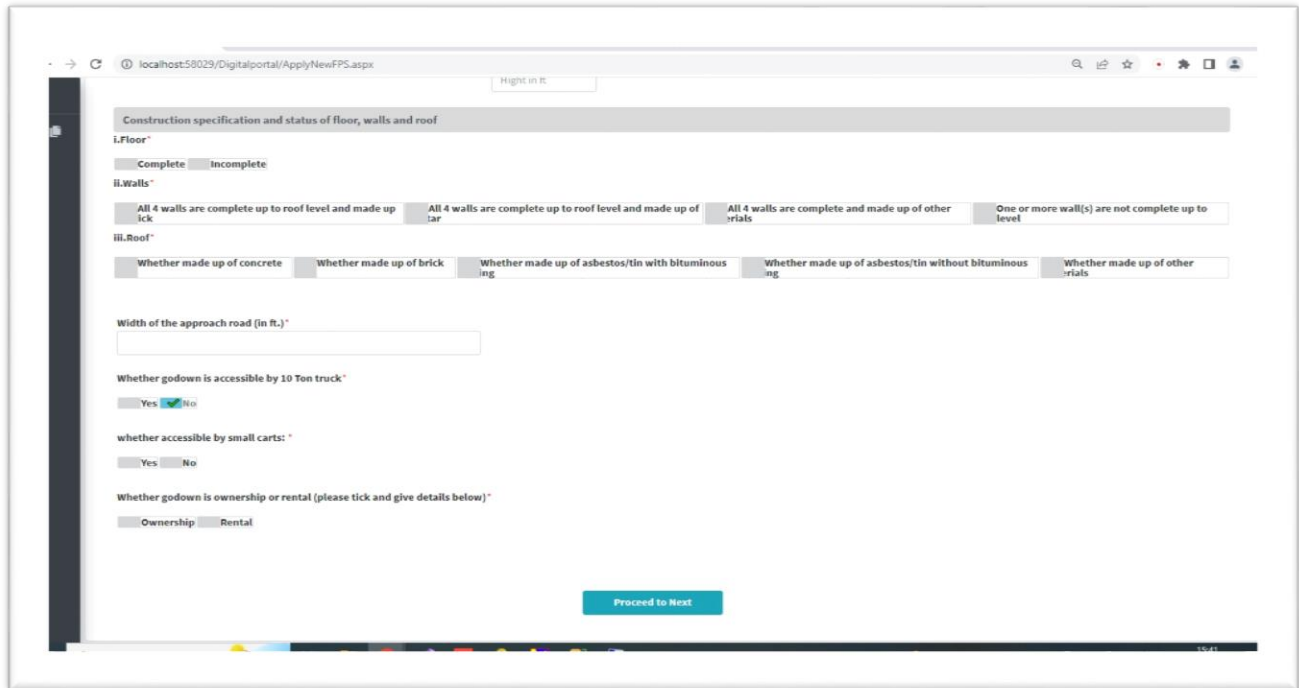
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- a) All 4 walls are complete up to roof level and made up of brick
- b) All 4 walls are complete up to roof level and made up of mortar
- c) All 4 walls are complete and made up of other materials
- d) One or more wall(s) are not complete up to roof level

iii. Roof

Option has to be chosen form,

- a) Whether made up of concrete slab
- b) Whether made up of brick slab
- c) Whether made up of asbestos/tin with bituminous coating
- d) Whether made up of asbestos/tin without bituminous coating
- e) Whether made up of other materials



The screenshot shows a web browser window with the URL localhost:58029/Digitalportal/ApplyNewFPS.aspx. The page title is "Construction specification and status of floor, walls and roof". The form contains the following sections:

- i.Floor***: Radio buttons for "Complete" and "Incomplete".
- ii.Walls***: Four radio buttons: "All 4 walls are complete up to roof level and made up of brick", "All 4 walls are complete up to roof level and made up of mortar", "All 4 walls are complete and made up of other materials", and "One or more wall(s) are not complete up to roof level".
- iii.Roof***: Five radio buttons: "Whether made up of concrete slab", "Whether made up of brick slab", "Whether made up of asbestos/tin with bituminous coating", "Whether made up of asbestos/tin without bituminous coating", and "Whether made up of other materials".
- Width of the approach road (in ft.)***: A text input field.
- Whether godown is accessible by 10 Ton truck***: Radio buttons for "Yes" (checked) and "No".
- whether accessible by small carts: ***: Radio buttons for "Yes" and "No".
- Whether godown is ownership or rental (please tick and give details below) ***: Radio buttons for "Ownership" and "Rental".

A "Proceed to Next" button is located at the bottom of the form.