Report of Inspection into Fair Price Shop

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| --- | --- | --- | --- |
| Name of FPS |  | Name of IO |  |
| Code |  | Designation of IO |  |
| District/Sub-Area |  | Date of Inspection |  |
| Sub-Division |  | Time of arrival of IO |  |
| Block |  | Time of departure of IO |  |

Part-I:Display

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| --- | --- | --- | --- |
| 1. FPS signboard
 | Displayed | Not displayed | Displayed, but not properly |
| 1. Toll free no. for grievance

redressal | Displayed | Not displayed | Displayed, but not properly |
| 3. FPS opening schedule | Displayed | Not displayed | Displayed, but not properly |
| 4. No. of category-wise beneficiaries | Displayed | Not displayed | Displayed, but not properly |
| 5. Scale cum rate board | Displayed | Not displayed | Displayed, but not properly |
| 6. Category-wise opening stock for the day | Displayed | Not displayed | Displayed, but not properly |
| 7. Sample of category-wise food grains | Displayed | Not displayed | Displayed, but not properly |

**Part-II: Stock (given at the end)**

**Part-III: Record Maintenance**

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| --- | --- | --- | --- | --- |
| 9. Whether ePOS is being used for every sale | Yes, live use | Yes, offline use | Partial use | Not used |
| 10. If not used, reason | Negligence | Lack of paper roll |
| 11. Cash memo | ePOS generated | Manual | Not being issued |
| 12. Whether Daily Stock Register is up to date | Yes | No, updated till the date of |
| 13. Whether Daily Sale Register is up to date | Yes | No, updated till the date of |
| 14. InspectionBook | Maintained | Not maintained |
| 15. Whether calibrated weighing devices are being used | Yes | No | Calibration certificate does not correspond to the devices being used |

**Part-IV: Storage Conditions**

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| **Storage Condition of the Individual Godowns****(use separate table for each Godown mentioned in Licence)** |
| 16. Godown sl. no. |  | 17. Dimensions (in ft.) | Length |  |
| 18. Location latitude |  | Breadth |  |
| 19. Location longitude |  | Height |  |
| 20. No. of chambers |  |  |
| 21.Whether storage condition is satisfactory | Yes | No |
| 22.If not, then give reason(s) | Not pacca structure |
| Leaky roof |
| Insufficient aeration |
| Damp floor and/or walls |
| Insufficient plinth height |
| Premises is prone to waterlogging |
| Insufficient light |
| Specify, if any other reason |
| 23. Whether shed for queue of beneficiaries is available | Inadequate size | Yes | No |
| 24. Size of sale counter | Less than 200 sqft. | More than 200 sqft | Same room/chamber as godown |
| 25. Size of godown | Less than 400 sqft. | More than 400 sqft | Same room/chamber as sale counter |
| 26. Whether FIFO is being maintained | Yes | No |
| 27. Whether food grains are maintained cleanly andhygienically | Yes | No |
| 28. If not, give details | Rodent/theirexcretafound |
| Live insects/pest due to poor storage |
| Excess spillage |
| Potential contaminant in the same godown |
| PDS SK Oil stored in same godown |
| Specify, if any other reason |
| 29. Whether sample collected | Yes | No |
| 30. If yes, mention item and category | Item | Category |
|  |  |
| 31. Whether one copy of sample received by FPS Dealer | Yes | No |
| 32. Whether all food grains are stored in approved godown | Yes | No | Application for additional godown pending |
| 33. Whether any article other than PDS and approved non-PDS items are found to be stored | Yes | No |  |

**Part-V: Miscellaneous**

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| --- | --- | --- |
| 34. Whether distribution was going on at the time of inspection | Yes | No |
| 35. Feedback from beneficiaries *[A= irregular opening**B= poor quality**C= less quantity**D= bad behavior**E= other complaint(write briefly)**F= no complaint]* | Name of beneficiary | DRC No | Feedback type |
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| 36.Lastinspection | Date |  | Name(s)&designations of theIO(s) |  |
| 37.Whether findings of such inspection correspond to present situation | Yes | No |
| 38.If not, | Describetheimprovements |  |
| DescribetheDeteriorations |  |
| 39.Overallopinion of the IO/team |  |

Part-II: Stock (in Qtl) at the time of Inspection

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 8. | A | B | C | D | E | F | G | H | I | J | K | L |
|  | FoodGrain | Category | Openingbalanceforthemonth | Doorstep delivery received | Totalstock forthemonthtill date(C+D) | Distributed to beneficiaries | Book balance (E-F) | ePOS balance | Physical balance at thetime of inspection | Whether physical verification on weighment done | Differencebetween Bookbalance andphysicalbalance(G-I) | Difference between ePOS balance and physical balance (H-I) |
| Rice | AAY |  |  |  |  |  |  |  | Yes | No |  |  |
| PHH(includingSPHH) |  |  |  |  |  |  |  | Yes | No |  |  |
| RKSY-I |  |  |  |  |  |  |  | Yes | No |  |  |
| RKSY-II |  |  |  |  |  |  |  | Yes | No |  |  |
| Allcategoriescombined |  |  |  |  |  |  |  | Yes | No |  |  |
| FortifiedAtta | AAY |  |  |  |  |  |  |  | Yes | No |  |  |
| PHH(includingSPHH) |  |  |  |  |  |  |  | Yes | No |  |  |
| RKSY-I |  |  |  |  |  |  |  | Yes | No |  |  |
| RKSY-II |  |  |  |  |  |  |  | Yes | No |  |  |
| Allcategoriescombined |  |  |  |  |  |  |  | Yes | No |  |  |
| Wheat | RKSY-I |  |  |  |  |  |  |  | Yes | No |  |  |
| RKSY-II |  |  |  |  |  |  |  | Yes | No |  |  |
| Allcategoriescombined |  |  |  |  |  |  |  | Yes | No |  |  |
| Sugar | AAY |  |  |  |  |  |  |  | Yes | No |  |  |
| FestivalItems | Sugar |  |  |  |  |  |  |  | Yes | No |  |  |
| Flour |  |  |  |  |  |  |  | Yes | No |  |  |
| MustardOil |  |  |  |  |  |  |  | Yes | No |  |  |
| RiceBranOil |  |  |  |  |  |  |  | Yes | No |  |  |
| Bengal Gram |  |  |  |  |  |  |  | Yes | No |  |  |
| Addother items |  |  |  |  |  |  |  | Yes | No |  |  |
| Add item |  |  |  |  |  |  |  |  | Yes | No |  |  |
| Ifrequisitioned,whetherpersonneland equipmentforphysicalverification ofstockonweighment werearrangedbythe Dealer | Yes | No |
| ReasonforDifferencebetweenBookbalanceandphysicalbalance,ifany |
|  | Reason for difference between ePOS balance and physical balance, if any |

Seal&SignatureofIO(s)