

SOP on Allocation & Distribution Reports

Step-01: - Please visit home page www.food.wb.gov.in and click on 'Reports'.

The screenshot shows the homepage of the Department of Food & Supplies, Government of West Bengal. The browser address bar displays <https://food.wb.gov.in>. The website header includes the department's logo and name. A navigation menu at the top right contains links for Home, About Us, Notifications/Orders, Tenders, Contact Us, Login, and Link Aad. A left sidebar lists various services such as Ration Card, Paddy Procurement, PDS Licensing, Consumer Goods, SAM Children, Grievances Redressal, Reports, and Welfare Institution. The main content area features a large banner image of a traditional earthenware pot (kalash) and a text box with a welcome message. Below the banner, a list of officials is provided: Shri Rathin Ghosh (Minister-in-Charge), Shrimati Jyotsna Mandi (Minister-of-State), and Shri Parwez Ahmad Siddiqui (IAS Secretary).

Step-02: - Reports has been placed under the Tab **MIS Reports**-> Supply Chain Management Reports.

The screenshot shows the MIS Reports section of the website. The browser address bar displays food.wb.gov.in/mis/. A left sidebar menu is visible, with 'MIS Reports' selected. Under 'MIS Reports', there are several sub-menus: Ration Card/Application Reports, Supply Chain Management Reports (which is expanded to show Godown Stock Details, Monthly Distribution Report, Monthly Allocation Report Item-Wise, Allocation Details FPS Wise, and RC Count and Allocation Month-Wise), and Inquiry. The main content area features a large background image of golden rice stalks.

Step-03: - ‘Monthly Distribution Report’ of previous months can be drilldown from district-wise to FPS level.

Distribution Report

Select Month

Select Year

Select Type

- Select Type--
- NORMAL
- PMGKAY
- ADDITIONAL TOP UP

District Name	AAY(PMGKAY)				PHH(PKGKAY)	
	RICE (in Qtl)	WHEAT/ATTA (in Qtl)	DAL (in Qtl)	BENGAL GRA (in Qtl)	RICE (in Qtl)	WHEAT/ATTA (in Qtl)
DDR-Kolkata North	486.92	730.50	0.00	0.00	7,322.02	10,980.62
DDR-Kolkata South	672.58	1,009.44	0.00	0.00	9,760.56	14,635.95
DDR-Howrah	261.88	392.94	0.00	0.00	6,115.43	9,171.83
DDR-Hoogly	839.46	1,259.94	0.00	0.00	9,518.61	14,276.55
DDR-Asansol	415.80	623.76	0.00	0.00	4,540.28	6,809.58
DDR-Barrackpore	1,032.90	1,550.82	0.00	0.00	14,946.17	22,413.69
DARJEEING	10,114.44	15,152.75	0.00	0.00	8,074.51	12,080.58

Step-04: - ‘Monthly Allocation Report (Item-wise)’ of any month can be drilldown from district-wise to FPS level.

Allocation Report

Select Month Select Year

Select Scheme Select Item

Office Name	Total Beneficiary	Total Allocation in Kg.
DCFS-MURSHIDABAD	2122309	3781823.00000
DCFS-KALIMPONG	15672	14232.00000
DCFS-BIRRHUM	1087337	1903540.00000
DCFS-JHARGRAM	389497	680476.00000
DCFS-ALIPURDUJAR	354086	514795.00000
DCFS-HOWRAH	748998	1379896.00000
DCFS-PASCHIM.MIDNAPORE	1528600	2867595.00000

Step-05: - For viewing Report on **Allocation Details FPS-wise**, you must be logged in before, with the Supply credentials in a different tab.

Fps Allocation Details

Select Month*

Select Year*

Select District* Select Fps Code* Select Item Code

FPS Details		Others Details	
Fps Name	MANJU GOEL	District Code	3
Wholesaler Id	1169	Office Code	243
Wholesaler Name	M/S LAKSHMI NARAYAN CHOWDHURY (DR-HOWRAH)	Office Name	RO-Howrah (Central)

Allocation Data

Item Name	Gross Allocation(Q1)	Previous Allocation(Q1)	Month-Year	Previous Distribution(Q1)	Month-Year	CB(Q1)	Net(Q1)
AAY(NFSA)-RICE	5.25	6.60	1-2022	6.60	1-2022	0.00	5.25
AAY(NFSA)-ATTA/WHEAT	7.00	8.80	1-2022	8.80	1-2022	0.00	7.00
AAY(NFSA)-SUGAR	0.35	0.44	1-2022	0.44	1-2022	0.00	0.35

Step-06: - You can **search FPS by name or code** and the allocation data for the fps can be downloaded in excel.

Fps Allocation Details

Select Month*

Select Year*

Select District* Select Fps Code* Select Item Code

234100300059-SRI SUNIL KUMAR AGARWAL	
234100500018-SUNIL KUMAR GHOSH	
234100400021-SHYAMASUNDARI DEBI	

FPS Details		Others Details	
Fps Name	MANJU GOEL	District Code	3
Wholesaler Id	1169	Office Code	243
Wholesaler Name	M/S LAKSHMI NARAYAN CHOWDHURY (DR-HOWRAH)	Office Name	RO-Howrah (Central)

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AAY(NFSA)-SUGAR	0.35	0.44	1-2022	0.44	1-2022