

Government of West Bengal
Food & Supplies Department
11A, Mirza Ghalib Street, Kolkata – 700087

No. 5218-FS/Sectt/Sup/4M-195/2019

Date 29.11.2023

ORDER


**Sub: Holding regular review meetings with stakeholders
for smooth implementation of PDS and Duare Ration Scheme**

The Food & Supplies Department has been taking continuous initiative for smooth running of the Public Distribution System, to ensure timely distribution of foodgrains of good quality through an improved supply chain management system and is ushering a number of reforms to make the system more transparent and accountable. However, despite giving due efforts it has been noticed that at times there remains some gaps in the delivery of services. These gaps may be avoided through proper communication, co-ordination with stakeholders and timely monitoring and addressing the issues and difficulties.

In view of the above circumstances, for better co-ordination with the FPS Dealers and Distributors the Food & Supplies Department has decided that a monthly meeting shall be convened on the 1st Monday of every month (2nd Monday in case 1st Monday is a holiday or for other reasons) at Block level/Municipal level with the FPS Dealers and concerned Distributors of the concerned Block/Municipalities/Municipal Corporations mandatorily by the Inspectors of Food & Supplies Department to discuss various issues like doorstep delivery, delivery of allotted quantity of foodgrains by distributors to the FPS dealers, in addition, delivery of full entitlement to beneficiaries, etc. **(For details see Annexure – A).**

The SCF&S/RO shall attend the meetings rotationally in order to cover the meetings held at all Blocks/Municipalities/Municipal Corporations at least once in every 3 months. The concerned DCF&S/DDR shall monitor the holding of regular meetings at all levels for better co-ordination among officials and stakeholders at all levels for smooth functioning of the Public Distribution System. The minutes of the meeting are to be uploaded in the Departmental portal. DCF&S/DDR shall take follow up action on the issues so identified.

This order is issued with the approval of the authority.


Joint Secretary 29/11/23
Food & Supplies Department

No. 5218/1(5)-FS/Sectt/Sup/4M-195/2019

Date 29.11.2023

Copy forwarded for information to:

1. The Senior Special Secretary, Food & Supplies Department
2. The Director of DDP&S/Rationing, Food & Supplies Department
3. The Additional Secretary (IT/Reforms & Procurement), Food & Supplies Department
4. The Additional Secretary (Food), Food & Supplies Department
5. The DCF&S/DDR (All)


Joint Secretary 29/11/23
Food & Supplies Department

Issues that may be discussed in the meeting

1. **Timely lifting and distribution of PDS commodities from godowns to beneficiary level** - Ensuring quality and quantity of foodgrains as per entitlement of beneficiaries.
2. **Physical verification of DRC with Aadhaar Details** - A list was given in the login of Inspectors where matching with Aadhaar was found to be less than 50% for physical verification and disposal. SCF&S/ROs to strictly monitor the disposal of these cases and were asked to instruct the Inspectors to stick to the names as given in Aadhaar only. They were further instructed to complete the exercise immediately.
3. **Discrepancy in online stock balance with physical balance of foodgrains** – Thorough checking of the closing balance of stock of foodgrains of any FPS should be done by Inspectors and Officers above before forwarding the complaint of discrepancy in balance stock to the higher authority for correction in closing balance.
3. **Distribution related issues**- to expedite the calibration and distribution of electronic weighing scale to all FPSs under their jurisdiction so that the same may be completed by 30.11.2023 since distribution of foodgrains under PDS are to mandatorily made through ePOS integrated with electronic weighing scale from 01.01.2024 Any hurdle faced in this calibration and integration process should be raised in the meeting.
4. **Nomination to draw foodgrain by other family** – Proper vigil should be kept so that no eligible family goes without PDS entitlements due to want of Aadhaar linking with ration card due to old age or physical infirmity. Pro-active measures to be taken so that they can avail the nomination facility by submitting Form-15 so that they are not deprived of foodgrains. However, the nominee should be a ration card holder of the same FPS.
5. **Disposal of claim bills** – Raising of bills and its prompt disposal is mandatory and proper scrutiny/checking/monitoring should be ensured at all levels.
6. **Issues related to Duare Ration** –
 - a. Proper monitoring should be done to check that in no circumstances a cluster is having more than 200 families.
 - b. The delivery of food grains are being made from the cluster location only on Duare Ration days. Duare Ration calendar is being strictly followed.
 - c. Measures are to be taken to ensure that distribution is being done through ePoS at the clusters and system generated slip is being issued to the beneficiaries.
7. **Display board & IEC material** - All IEC Materials and Display boards should be hung at conspicuous places at the FPS in mobile modes of distribution mandatorily
8. **Miscellaneous Issues** –

This list is exhaustive but not exclusive.