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GOVERNMENT OF MANIPUR
SECRETARIAT : CONSUMER AFFAIRS, FOOD &
PUBLIC DISTRIBUTION DEPARTMENT, MANIPUR

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ORDERS BY THE GOVERNOR : MANIPUR
Imphal, the 18th March, 2010.


No. 11/1/90-FCS/Pt.II : With a view to streamline the existing system of Distribution of TPDS rice and other essential commodities to the concerned beneficiaries/public through the FPS Agents/S.K. Oil Sub-Dealers, and the policy of the Government of India and State regarding the powers and functions transferred to Panchayati Raj Institutions (PRIs), the Governor of Manipur is pleased to reconstitute the Selection Committee for selection of FPS Agents/ S.K. Oil Sub-dealers as detailed below with immediate effect and until further orders in public interest.

A) For Valley Districts :

- | | |
|---|---------------------|
| 1) Deputy Commissioner concerned | - Chairperson |
| 2) All SDOs of the District concerned or his representative | - Member |
| 3) Adhyaksha of the Zilla Parishad concerned | - Member |
| 4) Zilla Parishad member concerned | - Member |
| 5) Chairperson of Municipality/Nagar Panchayat concerned | - Member |
| 6) One representative each nominated by the MLAs of the Districts | - Member |
| 7) President (or Secretary) of the Consumer Club or one member of the NGO concerned | - Member |
| 8) District Supply Officer (CAF & PD) concerned | Member
Secretary |

B) Jiribam Sub-Division :

- | | |
|--|-----------------------|
| 1) Additional Deputy Commissioner concerned | - Chairperson |
| 2) Chief Executive Officer of the Jiribam Municipality Council | - Member |
| 3) Chairperson of the Jiribam Municipality Council | - Member |
| 4) Sub-Divisional Officer concerned | - Member |
| 5) Zilla Parishad member concerned | - Member |
| 6) One representative nominated by the MLAs of the Jiribam A/C | - Member |
| 7) President (or Secretary) of the Consumer Club or one member of the NGO concerned. | - Member |
| 8) Assistant Director (CAF & PD)/SDC Hqrs. | - Member
Secretary |


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2. **The District Level Selection Committee shall perform the following function :**

- a) Selection of Fair Price Shops/Rationing Agents ;
- b) To make recommendations for funding of suitable NGOs from the Central Consumer Welfare Fund/Govt. of India sources ;
- c) To monitor the performance/functioning of the FPS/Rationing agents and recommend measures/actions for improvement.

The notification will be circulated by the Deputy Commissioner concerned/ Additional Deputy Commissioner (Jiribam) concerned to all Sub-Divisional concerned for appointment of Fair Price Shops Agents/S.K. Oil Sub-dealers in their jurisdiction and submit the list from the SDO concerned after proper verification by the local Pradhan/Councillors of Municipal Council/Imphal Municipal Corporation subject to the conditions of locations, suitable building of his/her own (or rented house for purpose), financial soundness with experience in running grocery shops, persons of known integrity having capacity to manage and run Fair Price Shops/S.K. Oil Sub-Dealers indicating full bio-data. The recommendation report will be submitted by the SDO concerned to the DC concerned/ADC Jiribam concerned within 20 days and the district level FPS/ S.K. Oil Selection Committee will be reviewed and accordingly, the appointment will be made.

3. **Guidelines for appointment of Fair Price Shops/S.K. Oil Sub-Dealers :**


- i) The recommendation will be based on the instruction from the Government of India and therefore the persons, organisations, self help ground, co-operative society will be emphasis so as to streamline the PDS in the areas.
- ii) Its Fair Price Shops Agents/S.K. Sub-Dealers will cover at least 1000 persons or 115 families at the maximum will be limited to 2000 persons or 325 families.
- iii) The latest electoral roll shall be the basis for distribution of ration cards to the consumers and also for establishment of Fair Price Shops and S.K. Oil Sub-Dealers. Each Polling area may have one or more Fair Price Shops Agents or S.K. Oil Sub-dealers depending on the practically feasibility.
- iv) The appointment Fair Price Shops Agents/S.K. Oil Sub-dealers shall be directed by the appointing authority to procure trade licence under the Manipur Trade Articles (Licensing and Control) Order 1986 within a period of 30 days from the date of appointment failing which TPDS/Levy Sugar/S.K. Oil, etc. shall not be issued to them. Further, the appointed Agents/Sub-Dealers shall deposit D-at-Call/ Fixed Deposit in any Nationalised Bank/State Co-op. Bank for an

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amount of Rs. 3,000/- within 30 days of their appointment which shall be drawable at the discretion of the DC/ADC concerned in case of requirement of recovery fine, etc. due to unsatisfactory performance by the concerned FPS Agents/S.K. Oil Sub-dealers.

- v) The appointment of Fair Price Shops Agents/S.K. Oil Sub-Dealers shall be a term of one year and in general it should be started from 1st April to 31st of the following year. The appointment shall, however, be liable to cancellation at any time by the DC/ADC concerned in the event of any complaint or unsatisfactory performance of the FPS Agent/S.K. Oil Sub-dealer for which the decision of the DC/ADC concerned as Chairperson of the Selection Committee shall be final.

By orders & in the name of the Governor,



(P. Vaiphei) 18/10/20

Commissioner (CAF & PD),
Government of Manipur.

Copy to :

- 1. The Director (CAF & PD), Manipur for necessary action.
- 2. All Deputy Commissioners, Valley District of Manipur for necessary action. *Bishupur*
- 3. The ADC/Jiribam for necessary action.

Copy for information to :

- 1. The Secretary to Governor of Manipur, Raj Bhavan, Imphal.
- 2. The Secretary to Chief Minister, Manipur, Imphal.
- 3. The PS to Minister (CAF & PD), Manipur, Imphal.
- 4. The PS to all Minister, Manipur, Imphal.
- 5. The PS to Chief Secretary, Government of Manipur, Imphal.
- 6. The Secretary, Manipur Legislative Assembly for information of all Hon'ble MLAs with 60 extra copies.
- 7. The News Editor, AIR, Manipur for wide publicity.
- 8. The Director, DDK, Imphal for wide publicity.
- 9. All SDOs concerned.
- 10. Order Book/Guard file.

UTILISATION CERTIFICATE

The Deputy Commissioner, hereby certified the following on the basis of actual performance by the District Authorities under his control & supervision during the month of 2010/

- (i) That the quantity of rice/sugar/S.K. Oil amounting to qtls./ KL has been lifted by this District Authority fully as per the issue letter No. dated of the Director (CAF & PD).
- (ii) That the quantity as given at para (i) above have been fully distributed to the public through the Fair Price Shops/Dealers on permit system through the official district representatives at the scale/quantity/norms and the price fixed by the Government as prevalent on date.
- (iii) That necessary announcement, including through press release, etc. regarding date of lifting, quantities lifted, quantities entitled to each category of agents, selling price, date and place of selling by the FPS agents/dealers, etc. had been made in time by the District Authorities.
- (iv) The District Authorities also ensured fulfilling all other conditions as laid down by the Government in the letters of issue of the above quantity of rice/sugar/S.K. Oil etc. mentioned above.

Signature _____

Date : _____

DSO/AD (CAF & PD),
..... District.

Countersigned :

Deputy Commissioner,
..... District.

GOVERNMENT OF MANIPUR
SECRETARIAT : CONSUMER AFFAIRS, FOOD &
PUBLIC DISTRIBUTION DEPARTMENT

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O R D E R S

Imphal, the 31st March, 2010.


No. 6/1/2006 FCS : In supersession of this Government Order of even number dated 3/4/2008, 8/4/2008 and 21st May, 2008 and in continuation of this Govt. Orders No. 11/1/90-FCS/Pt. II dated 18/3/2010 regarding streamlining of the existing Public Distribution System and to ensure that the PDS items reach the targeted beneficiaries, the following new guidelines are issued in pursuance of Section 6(1), (2), (3) and (4) of the Public Distribution System (Control) Order 2001 with immediate effect and until further orders :

- i) All Fair Price Shop Agents will submit the detailed utilisation reports for distribution of TPDS items to the targeted beneficiaries in the prescribed format of the Government of India for every month to the SDO concerned on or before 15th of every month positively for the previous month.
- ii) The SDO concerned, after obtaining utilisation reports from all Fair Price Shop Agents of District Hqrs. as well as Sub-Divisional Hqrs. of Jiribam and Kangpokpi will submit the utilisation certificates for distribution of TPDS items to the Targeted beneficiaries for every month to the Deputy Commissioner/Additional Deputy Commissioner concerned on or before 15th of every month positively for the previous month. The Deputy Commissioner concerned (ADC in the case of Jiribam and Kangpokpi) shall submit Utilisation Certificates based on those obtained from the SDOs to the Director (CAF & PD), Manipur in Form B and Appendix to Form B while indenting the PDS items.
- iii) All Sub-Divisional Officers shall deposit the cost value of allocated quantities of TPDS items to the Deputy Commissioner concerned or to the Additional Deputy Commissioner concerned (Kangpokpi and Jiribam) on or before 10th of every month and the entire amount shall be deposited to the Director, Consumer Affairs, Food & Public Distribution Department, Manipur on or before 15th of every month against the allocated quantity to the Districts. Accordingly, necessary circular/orders will be issued to all FPS Agents in this regard by the concerned SDOs from their end.
- iv) Indent of PDS items shall be made the DCs/ADCs (in respect of Jiribam and Kangpokpi) under their signatures to the Director (CAF & PD), Manipur in respect of their allocated monthly quota alongwith deposit the cost of PDS items in advance.
- v) The Director (CAF & PD), Manipur will then issue allocation order for the indent made by the DCs/ADCs (in respect of Jiribam and Kangpokpi) as per allotted quota on furnishing of UCs (in Form 'B' and Appendix to Form B) by the indenting authority certifying proper distribution of the PDS items issued in the previous month.


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- vi) Lifting of PDS items from CAF & PD/FCI godown to PDCs and PDSCs shall be the responsibility of the DC/ADC/SDO through their nominated/appointed representatives and the Govt. approved transporters. All DCs (ADCs in respect of Kangpokpi and Jiribam only) shall consult and liaise with the concerned Hon'ble M.Ps/Hon'ble MLAs during the process of indent and lifting of PDS items for their respective Assembly Constituencies every month to ensure proper indent, lifting and delivery of the PDS items to the designated locations/consumers/population. 52
- vii) In view of the prevailing law and order situation in the State, the District authorities are further directed to consult and liaise with the elected public representatives (Hon'ble M.Ps./Hon'ble MLAs) of the concerned area of the District in the efforts to reach PDS items to the targeted population and also to ensure transparency and accountability.
- viii) All DCs/ADC (Jiribam and Kangpokpi) shall issue press release highlighting the date/qnty./item/name of DC's authorised representative/ name of Govt. approved transporter whenever lifting/transportation/ distribution of PDS items are made by them in respect of the respective districts/areas of jurisdiction. For interior areas, effective proper public announcements shall be ensured by the SDO concerned under the strict monitoring of the concerned DCs.
- ix) Transportation bill should be submitted by the concerned DC/ADC (Jiribam and Kangpokpi). For hill districts Hill Transport Subsidy bill should be submitted along with the Utilisation Certificate for claiming reimbursement from FCI for transport of PDS items from CAF & PD/FCI godown upto PDCs. All transportation bills and claims for Hill Transport Subsidy shall be submitted within 2 (two) months of the issues of the PDS items.
- x) Director (CAF & PD), Manipur will issue further allocation of PDS items for the subsequent month only on fulfillment of the above conditions.

This order supplements the orders issued by the Govt. vide Order No. 11/1/99-FCS/Pt. II dated 31/3/2010 regarding introduction of monthly certification of delivery of allocated TPDS commodities/foodgrains by the FPS agents and the concerned Village Panchayats/Nagar Panchayats & Municipal Council in respect of the Valley Districts and by the Village Authority in respect of the Hill District w.e.f. April, 2010.


(P. Vaiphei)
Commissioner (CAF & PD),
Government of Manipur.

Copy to :

1. The Secretary to Chief Minister, Manipur, Imphal.
2. The PS to all Minister, Manipur, Imphal.
3. All Hon'ble MLAs, Manipur.
4. The PS to Chief Secretary, Govt. of Manipur, Imphal.
5. The Director (CAF & PD), Sangaiprou, Imphal.
6. All Deputy Commissioners/Addl. Dy. Commissioners, Manipur.
7. All Sub-Divisional Officers, Manipur.
8. All District Supply Officers/Assistant Director (CAF & PD), Manipur.
9. Office Orders Book/Guard file.

GOVERNMENT OF MANIPUR
SECRETARIAT : CONSUMER AFFAIRS, FOOD &
PUBLIC DISTRIBUTION DEPARTMENT

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O R D E R S


Imphal, the 31st March, 2010.

No. 11/1/99-FCS/Pt. II : In order to ensure further transparency in functioning of Fair Price Shops in the State and as per instruction from the Department of Consumer Affairs, Food & Public Distribution, Government of India vide their D.O. No. 10(1)/2008-PD.I (Pt.) dated 7th March, 2008, it has been decided to introduce monthly certification of delivery of allocated TPDS commodities (foodgrains etc.) under the TPDS at Fair Price Shops and their distribution to entitled/eligible ration card holders during the allocation month. Now, therefore, it is hereby notified that this monthly certification is to be done for each Fair Price Shops by concerned Village Panchayats or Nagar Panchayats or Municipal Council or Municipal Co-operation or Village Committee at the Fair Price Shop Level functioning in the area of the operation of the Fair Price Shops. In respect of hill districts, the Chairman and Secretary of the Village Authority/Authorities will issue the certificate in respect of their areas not covered by Village Pradhans, Nagar Panchayat and Municipal Council. This monthly certification is to be started from April, 2010.

These Utilisation Certificates will be kept in the office of the SDO concerned except District Hqrs. and Sub-Divisional Hqrs. of Jiribam and Kangpokpi. No further issue of TPDS items for the next month will be made if the FPS agents/S.K. Oil Sub-Dealers failed to submit to the Sub-Divisional authorities on or before 15th of every month and the SDO concerned will issue Utilisation Certificates to the concerned Deputy Commissioners or to the Additional Deputy Commissioners (in respect of Jiribam and Kangpokpi only) accordingly. On the strength of the Utilisation Certificates issued from SDOs, the Deputy Commissioner concerned or the Additional Deputy Commissioners (for Kangpokpi and Jiribam only) will issue Utilisation Certificate for the whole District/Sub-Division (Jiribam and Kangpokpi) to the Director (CAF & PD), Manipur for allocation of the next month's quota.

The certification is to be done in the format enclosed as **Annexure - A**.

This orders supplements the requirements as laid down in Govt. Orders No. 6/1/2006-FCS dated 31/3/2010 regarding streamlining of the existing PDS. The above procedure shall be effective from April, 2010.



(P. Vaiphei) 31/3/10.

Commissioner (CAF & PD),
Government of Manipur.

Copy to :

1. The PS to all Hon'ble Minister, Manipur.
2. All Hon'ble MLAs, Manipur.
3. The Commissioner (RD & PD), Government of Manipur.
4. The Director (CAF & PD), Sangaiprou, Imphal.
5. The Director (RD & PR), Manipur.
6. All Deputy Commissioners concerned.
7. All Additional Dy. Commissioners concerned - for strict compliance.
8. All DSOs/ADs of all District - for strict compliance w.e.f. April, 2010 without fail.
9. Guard file.

Office of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation/Vigilance Committee/Village Authority (Name of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation/Vigilance Committee/..... (place) Taluka/Tehsil District State.

Subject : Certificate on delivery of allocated TPDS commodities (foodgrains etc.) for the month of 20..... and their distribution to eligible ration card holders by FPS during allocation month.

01. This is to certify that qtls./litres of TPDS commodities (Rice/Wheat/Coarsecereals/other TPDS commodities such as SKO allocated to Fair Price Shop located at (License No.) for the month of 20..... have been delivered at the Fair Price Shop on (date/dates).

02. This is to certify that qtls./litres of TPDS commodities (Rice/Wheat/Coarsecereals/other commodities) delivered at the above Fair Price Shop for the month 20..... have actually been distributed by this Fair Price Shop to all or (number) of eligible ration card holders during the month of 20...

Name and Signature of the
Fair Price Shop Licensee

Countersigned by-
the SDO concerned

Name and Signature (*)

1. FPS Licensee
2. Executive Officer/Secretary of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation.
3. Head (or his nominee for this purpose) of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation/Vigilance.
4. One Member of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation/Vigilance Committee/Women's Self Help Group.
5. One Member of Village Panchayat/Nagar Panchayat/Municipal Council/Municipal Corporation/Village Committee.

Date :
Place :

- *(i) The concerned VP/MC/M. Corpn. Village Committee/Women's SHG may designated at least two members to sign the certificate.
- (ii) This certificate is to be signed by all five members as listed above.
- (iii) This certificate is to be countersigned by the SDO concerned and submitted to DC concerned. Based on this certification, DC will issue UC for the whole District in "Form B" and "Appendix to Form B" already circulated to all DCs and DSOs.
- (iv) This certification procedure will be effective from April, 2010.