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Government of Jammu & Kashmir
Department of Food, Civil Supplies & Consumer Affairs.
J&K, Civil Secretariat, Srinagar

Circular No:- 03 -FCS&CA of 2017
D A T E D 16 -06-2017

In order to ensure time bound delivery of foodgrain and Kerosene Oil to the beneficiaries and to bring transparency in procurement, transportation and distribution of foodgrains to the eligible beneficiaries, it is enjoined upon all the Officers/officials of the Department of Food, Civil Supplies & Consumer Affairs to adhere the below mentioned monthly schedule of procurement/lifting and distribution of foodgrains including Kerosene Oil in letter and spirit in the State with immediate effect.

	Action to be taken	Dates
1.	Sale of foodgrains including Kerosene Oil Or As per three months cycle	10-15 th of a month
2.	Submission of utilization certificates	16 th onwards of a month
3.	Allocation of foodgrains and Kerosene Oil	17 th of a month
4.	Preparation of Release Orders from FCI	18 th of a month
5.	Lifting of foodgrains & Kerosene Oil	18 th to 5 th of next month

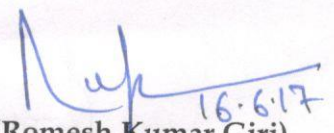
Sd/-
(Shafiq Ahmed Raina) IAS
Secretary to the Government,
Department of Food, Civil Supplies
& Consumer Affairs.

No.:-FCS&CA(CAPD)/Food/21/2009-B

Dated: 16-06-2017

Copy to the:-

1. Director, Department of FCS&CA, Jammu/Kashmir
2. Assistant Director, Department of FCS&CA,
Jammu/Srinagar/Samba/Kathua/Reasi/Ramban/Kishtwar/Udhampur/Poonch/
Ganderbal/Rajouri/Doda/Kupwara/Baramulla/Bandipora/Budgam/Shopian/K-
ulgam/Anantnag/Pulwama/Leh/Kargil.
3. Private Secretary to Hon'ble Minister for Food, Civil Supplies and Consumer
Affairs for kind information of the Hon'ble Minister.
4. Private Secretary to Secretary to the Government, Department of Food, Civil
Supplies & Consumer Affairs for information of the Secretary.
5. Circular file.
6. Website Incharge.


(Romesh Kumar Giri)
Under Secretary to the Govt.
Department of FCS&CA
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