

GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER: KAMRUP DISTRICT: AMINGAON
(FOOD CIVIL SUPPLIES AND CONSUMER AFFAIRS BRANCH)

ORDER

Dated Amingaon, the 1st September, 2023

No. E 86632 FCS-45/85/2023-KSL (.) Pursuant to State Government in erstwhile Food & Civil Supplies (B) Department (now Food, Civil Supplies and Consumer Affairs Department) instructions contained in letter no. FSB.6/87/269 dated 18.02.1994 and in suppression of all previous orders of this office, the areas of jurisdiction of Inspectors/ Sub-Inspectors of Food, Civil Supplies and Consumer Affairs Department posted in Kamrup District are hereby notified and fixed as shown against their names below, for discharging their regular day to day duties and functions related to affairs of the Department in the district with Head Quarter at Amingaon, in the public interest.

Sl. No.	Name & designation of the Officers	GPSS/WCCS	Other assigned areas
1	2	3	4
1	Abul Kalam Azad Inspector & Marulina Kalita Sub-Inspector	M/S. Chaygaon Pantan GPSS Ltd. M/S. Pub Chamaria GPSS Ltd. M/S. Goroimari GPSS Ltd. M/S. Sontali GPSS Ltd. M/S. Tupamari GPSS Ltd. M/S. North Guwahati WCCS Ltd. M/S. Nagarbera GPSS Ltd.	All SKO Depot/ Petrol Pump/ LPG Distributor/ RF Mill/ Rice Mill/ Paddy Procurement Centre's/ Open Market Traders of the Area to be inspected regularly by the concerned Officers. The Inspector shall be responsible for supervision of work of the sub-Inspector attached with him.
2.	Sri Rajib Pegu Inspector & Pritismita Das Sub-Inspector	M/S. Boko GPSS Ltd. M/S. Bongaon GPSS Ltd. M/S. Luki GPSS Ltd. M/S. Chamaria Satra GPSS Ltd. M/S. Champak Nagar GPSS Ltd. M/S. Bekeli GPSS Ltd. M/S. Uttar Rampur GPSS Ltd.	All SKO Depot/ Petrol Pump/ LPG Distributor/ RF Mill/ Rice Mill/ Paddy Procurement Centre's/ Open Market Traders of the Area to be inspected regularly by the concerned Officers. The Inspector shall be responsible for supervision of work of the sub-Inspector attached with him.
3	Smti Sunita Gogoi Inspector & Nitul Seal Sub-Inspector	M/S. Dakhin Rampur GPSS Ltd. M/S. Uttar Chayani GPSS Ltd. M/S. Dakhin Chayani GPSS Ltd. M/S. Dakhin Sarubongshar GPSS Ltd. M/S. Rani Bholagaon GPSS Ltd.	All SKO Depot/ Petrol Pump/ LPG Distributor/ RF Mill/ Rice Mill/ Paddy Procurement Centre's/ Open Market Traders of the Area to be inspected regularly by the concerned Officers. The Inspector shall be responsible for supervision of work of the sub-Inspector attached with him.
4.	Sri Khargaraj Pegu Inspector & Lakshya Jyoti Konwar Sub-Inspector	M/S. Saraighat GPSS Ltd. M/S. No. 1 Pub Bangshar GPSS Ltd. M/S. No. 2 Pub Bangshar GPSS Ltd. M/S. Barbangshar GPSS Ltd. M/S. No. 1 Ramdia GPSS Ltd. M/S. No. 2 Ramdia GPSS Ltd.	All SKO Depot/ Petrol Pump/ LPG Distributor/ RF Mill/ Rice Mill/ Paddy Procurement Centre's/ Open Market Traders of the Area to be inspected regularly by the concerned Officers. The Inspector shall be responsible for supervision of work of the sub-Inspector attached with him.

5.	Rajeev Pegu. Inspector & Deep Jyoti Deka Sub-Inspector	M/S. No. 1 Hajo GPSS Ltd.	<i>All SKO Depot/ Petrol Pump/ LPG Distributor/ RF Mill/ Rice Mill/ Paddy Procurement Centre's/ Open Market Traders of the Area to be inspected regularly by the concerned Officers.</i>
		M/S. No. 2 Hajo GPSS Ltd.	
		M/S. Palashbari WCCS Ltd.	
		M/S. Barduar GPSS Ltd.	
		M/S. Paschim Bangshar GPSS Ltd.	
			The Inspector shall be responsible for supervision of work of the sub-Inspector attached with him.

Contd.....2

-2-

They will discharge the following duties in office with the assistance of respective dealing assistant of the under mentioned subjects in addition to their field level works:-

- Compilation of monthly returns to be submitted by the Fair Price Shop dealers/GPSS and their Agents /WCCS etc. in 'Form –A' of their areas for preparation of Return in Form –B under the Public Distribution System (Control) Order, 2001.
- Submission of daily report on wholesale and retail prices of selected Essential Commodities of their jurisdiction to the Hon'ble Minister, FCS&CA, Assam/ Secretary, FCS&CA Department and Commissioner, FCSCA&LM, Assam, Guwahati through this office.

General Instructions for all Inspecting staff:

Duties/Schedule of Inspection for Inspector, Food, Civil Supplies and Consumer Affairs Department posted in the District.

- The Inspector, Food, Civil Supplies and Consumer Affairs, Kamrup, where an area is allotted to him shall be responsible for carrying out all duties of Sub-Inspector of Food, Civil Supplies and Consumer Affairs in such an area. In addition, the Inspector, Food, Civil Supplies and Consumer Affairs, shall be responsible for supervision of work of the sub-Inspector attached with him.
- The Inspector, Food, Civil Supplies and Consumer Affairs, shall be responsible for inspection of such activities within his area of jurisdiction in relation to which powers have not been invested in the Sub-Inspector, Food, Civil Supplies and Consumer Affairs, under the existing Acts/Orders and Rules.
- The Inspector, Food, Civil Supplies and Consumer Affairs, shall inspect a sample of at least 20 % of the Fair Price Shops/Agents of GPSS falling within the area.
- The Inspector, Food, Civil Supplies and Consumer Affairs, shall also visit the GPSS located within his jurisdiction at least once in a month and submit a report on the performance of the GPSS in respect of allocation, lifting and distribution of notified articles.
- The Inspector, Food, Civil Supplies and Consumer Affairs, shall maintained a diary of his activities and submit the same weekly basis in prescribed format, to the Deputy Director, Food, Civil Supplies and Consumer Affairs, for onward transmission of the same to the Director Food, Civil Supplies and Consumer Affairs, Assam.
- The Inspectors Food, Civil Supplies and Consumer Affairs, shall also maintained a diary of cases taken up for prosecution of offenders under the various Acts/Orders and Rules, regulating the sale/purchased/stocking/carriage of Essential Commodities to be countersigned by the Deputy Director, Food, Civil Supplies and Consumer Affairs.
- The Inspectors of Food, Civil Supplies and Consumer Affairs, shall monitor the functioning of Amar Dukan once in a fortnight and ensure display of glow sign identification signboard of Amar Dukan and also, comparative price list of open market price/Maximum Retail Price (MRP) and actual lesser price charged from consumers by the Fair Price Shop Dealer Amar Dukan.

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03/2023

-3-

- The Inspectors of Food, Civil Supplies and Consumer Affairs, shall conduct periodical checking of ration cards to weed out ineligible and bogus cards and bogus units in ration cards and submit monthly report within 5th day of the subsequent month.
- The Inspectors of Food, Civil Supplies and Consumer Affairs, shall convene the meeting of GPSS level/F.P.Shop level meetings of Vigilance and Monitoring Committee regularly as per Government guidelines and submit the minutes of the meeting to the office.
- The Inspectors of Food, Civil Supplies and Consumer Affairs, shall make the Agent wise sub allocation of PDS/TPDS commodities of the GPSS/WCCS within his areas of jurisdiction and endorsed a copy of the same to this office.
- The Inspectors of Food, Civil Supplies and Consumer Affairs, shall collect samples of Motor Spit and High Speed Diesel from the POL depot of their areas of jurisdiction at a regular interval for chemical analysis. And shall have to ensure that the dealer cannot involve in illegal activities such short supply of P.O.L product and adulteration.. The Inspectors of Food, Civil Supplies and Consumer Affairs, shall take all possible regulatory measures to stop black marketing of blue-dyed Kerosene oil and LPG including unauthorized use of domestic cylinder for commercial purposes within his areas of jurisdiction.
- Duties / Schedule of Inspection for Sub- Inspector, Food, Civil Supplies and Consumer Affairs Department posted in the District.
- To inspect 50 % of the Fair Price Shops in the area allotted to him once a month, in rural areas the Sub-Inspectors shall visit one third of the Agents of GPSS located in his jurisdiction once a month and inspect their activities.
- The Sub-Inspector, Food, Civil Supplies and Consumer Affairs, shall maintain a diary of his activities and submit the same weekly basis in prescribed format, to the Deputy Director, Food, Civil Supplies and Consumer Affairs, for onward transmission of the same to the Director Food, Civil Supplies and Consumer Affairs, Assam.
- The Sub-Inspectors of Food, Civil Supplies and Consumer Affairs, shall conduct periodical checking of family identity cards to weed out in eligible and bogus cards and bogus units in family identity cards and submit monthly report within 5th day of the subsequent month.
- The Sub-Inspectors of Food, Civil Supplies and Consumer Affairs, shall convene the meeting of F.P.Shop level meetings of Vigilance and Monitoring Committee regularly as per Government guidelines and submit the minutes of the meeting to the office.
- The Sub-Inspectors of Food, Civil Supplies and Consumer Affairs, shall conduct physical verification of notified articles at GPSS/WCCS level on receipt of arrival report against periodic allocation.
- The Sub-Inspectors of Food, Civil Supplies and Consumer Affairs, shall take all possible regulatory measures to stop black marketing of blue-dyed Kerosene oil and LPG including unauthorized use of domestic cylinder for commercial purposes within his areas of jurisdiction.
- The functions of Inspectors and Sub-Inspectors enumerated in this order are not exhaustive and there may be additions and alternations as such the officers concerned are to perform any other functions as may be entrusted to them from time to time over and above the functions listed in this order. In the discharged of functions and duties, every officer will exercise discretion in the matter of undertaking any necessary work connected with the department at field level even though that particular work might not have been listed in this order.

Contd.....4

-4-

The performance of the Inspectors and Sub-Inspectors will be assessed not only in terms of routine administration but also in terms of efficiency of intelligence gathering and enforcement action leading to prosecution and convictions of offenders in the appropriate Court of law.
This order shall come into effect immediately and remain in force until further orders.

(Keerthi Jalli,
District Commissioner
Kamrup District, Amingaon

Signed by Keerthi Jalli
Date: 02-09-2023 17:20:48

3/2023

Memo No. E 86632 FCS-45/85/2023-KSL/

Dated Guwahati the 1st September, 2023

Copy to:-

1. The Secretary to the Government of Assam, Food Civil Supplies & Consumer Affairs Department, Dispur for favour of kind information.
2. The Commissioner, Food, Civil Supplies, Consumer Affairs & LM, Assam Guwahati-7 for favour of information.
3. All Circle Officers, Kamrup for information.
- ✓ 4. The District Informatics Officer, NIC Kamrup Amingaon for uploading this order in office website in public interest.
5. All Inspectors and Sub-Inspectors, Food Civil Supplies & Consumer Affairs, Kamrup Amingaon for information and necessary compliance.
6. All Ministerial Staff of Food Civil Supplies & Consumer Affairs, Kamrup District Amingaon for information and necessary action.
7. President/Secretary of Kamrup District Fair Price Shop Association, for information.
8. Office order book

e-Signed
(Keerthi Jalli,
District Commissioner
Kamrup District, Amingaon