

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE COMMISSIONER: FOOD SUPPLIES & CONSUMER AFFAIRS
K- BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI-110002**

F.No.15(44)/CFS/Dist/2020/937

Dated:- 05/04/2020

Guidelines for ensuring Food Security through Distribution of Food Grains to Non-PDS Beneficiaries in need of food during Lockdown imposed as a part of COVID- 19 Management

1. Eligibility:

- 1.1 Persons 'in need of food' who have already applied for issue of ration card/addition of members in the existing ration cards under National Food Security Act, 2013 awaiting verification and decision on their applications are eligible to receive ration under this relief initiative.
- 1.2 Persons in need of food particularly, socially and economically disadvantaged/ vulnerable persons including labors, casual workers, etc. who apply for availing dry ration under the relief initiative are also eligible.
- 1.3 All individuals already covered and receiving ration under existing Public Distribution System are explicitly barred from applying/receiving ration under the relief initiative.
- 1.4 The benefits of dry ration under the initiative will be provided to a maximum of 10 Lakh individuals.

2. Entitlement:

- 2.1 Each beneficiary shall be provided with 4 Kg of wheat and 1 Kg of rice.
- 2.2 The food grains will be provided 'free of cost'.

3. Application Procedure and Process:

- 3.1 The 'people in need of food' will need to apply on the portal of Delhi Govt. at the link "delhi.gov.in" and "ration.jantasamvad.org/ration/" for seeking e-coupons for issue of ration under the initiative.
- 3.2 For any assistance required in applying for issue of ration, individuals can call at Helpline Number of JantaSamvad '1031'.



4. Distribution Points:

- 4.1 The food grains will be distributed at the Designated Distribution Centers by the staff of the Directorate of Education, Municipal Corporations and other Government Departments as the case may be in coordination with area District Magistrate.
- 4.2 Each Designated Distribution Centre will cater to specific areas/localities. The applicants will be mapped to the centers and the list of the applicants will be shared with the heads of the Designated Distribution Centre.
- 4.3 List of applicants mapped to each Designated Distribution Centre will be shared in advance with the Centre In charge.

5. Delivery of Food Grains at the Designated Distribution Centers/Schools:

- 5.1 The assessment of quantity of food grains required to be distributed at the Designated Distribution Centers will be made on the basis of applications and e-coupon received.
- 5.2 For catering to the food needs of fresh applicants under the initiative, additional 10% food grains per Distribution Centre will also be made available.
- 5.3 Accordingly, Designated Distribution Centre wise Allocation of food grains will be provided to Delhi State Civil Supplies Corporation Limited (DSCSC Ltd.) and to the In charge of the Centre.
- 5.4 DSCSC Ltd. shall transport and deliver all the allotted quantity of food grains to the Designated Distribution Centers from the identified godowns of Food Corporation of India on the days specified by the Department of Food & Supply.
- 5.4 Transportation Plan will be shared in advance by DSCSC Ltd. with the Food Supply Deptt. DSCSC Ltd. will intimate in advance to the In charges of the Designated Distribution Centre on phone regarding the supplies to be made so that the Centre In charges can ensure availability of their authorized officials in the centers at the time of delivery of food grains.
- 5.5 The Transporter shall unload and properly stack the food grain stocks at the designated Distribution Centre under the guidance of the Center In charge. The Center In Charge shall, after necessary verification give the receipt of food grains to

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the Transporter/carrier of DSCSC Ltd. as per prescribed format and also forward a copy to the department at the e-mail id deoithq@gmail.com.

6. Distribution of Food Grains to the Beneficiaries at the Distribution Centers:

- 6.1 Departments/Corporations/Autonomous Institutions whose facilities are designated as Distribution Centers will deploy sufficient number of officials/teachers/staff to undertake the distribution process. Sufficient staff will be deployed by area District Magistrates also to assist the staff at Distribution Centers in ensuring smooth distribution of ration, crowd management and trouble shooting on local issues.
- 6.2 Each Department/Corporation/Autonomous Institution as above will designate a Nodal Officer for ensuring smooth implementation of the relief initiative and coordination with Food Supplies Department, DSCSC Ltd., Area District Magistrates and other authorities.
- 6.3 Necessary arrangements and infrastructure for smooth distribution of ration and for ensuring social distancing at the Designated Distribution Centers will be arranged by the In charge well before the start of distribution of ration.
- 6.4 The entitled food grains will be distributed to the eligible families/individuals against the production of an e-coupon. A valid Aadhar ID or any other valid ID issued by Government will be necessary for Identity verification.
- 6.4 Before distributing ration to an individual, the authorized staff at the Distribution Center will verify from the available list of beneficiaries mapped to the Center. The Centre In charge will do necessary diligence to ensure that the genuine beneficiaries get the ration. It must be ensured that there is no duplicity in the distribution of ration to the beneficiaries.
- 6.5 The authorized staff at the Designated Distribution Center shall keep a record of the food grains received and distributed as per proforma provided and submit daily reports to the Food and Supply Department at the email ID deoithq@gmail.com.
- 6.6 Ration will be distributed at the Distribution Centers from 10 AM to 5 PM.
- 6.7 In view of the exigency, emergent circumstances and in absence of an organized set up for sale/weightment of food grains, the weightment of the food grains will be done through containers with pre-determined capacity in kilograms to be provided by Food Supplies Department.



7. Social Distancing Measures and Preventive Measures:

7.1 Mandatory Social Distancing of at least ONE METER and Crowd Management at the Distribution Centers is the most important way of preventing the spread of Coronavirus and therefore, the same will be ensured by the Center In charge.

8. Monitoring and Supervision:

8.1 The Assistant Commissioners, F&S at the District and area Food Supply Inspectors will supervise, guide and monitor the distribution of ration in the Designated Distribution Center within their jurisdiction.

8.2 The Representatives of Area MLAs, officials/staff of District Magistrates will also oversee the above relief initiative.

9. The ration to be distributed under this relief initiative is only a one time relief measure granted in exceptional and extraordinary circumstances that have arisen due to the imposition of lockdown. The initiative is aimed at ensuring food security for all persons during imposition of lockdown. Applying for and receiving ration under the relief initiative shall not entitle the non PDS beneficiaries to claim for provision of ration under Public Distribution System at a subsequent date.

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05.04.2020

(DESH RAJ SINGH)
ASSISTANT COMMISSIONER (F&S)