

BY FAX/POST

GOVERNMENT OF ODISHA
FOOD, SUPPLIES & CONSUMER WELFARE DEPARTMENT

No. 15173 / Bhubaneswar Dated the 2/8/2018
FSCW-PL-POL-0008-2016

From

Shri V.V.Yadav, I.A.S.
Commissioner-cum-Secretary to Govt.

To

All Collectors

Sub: *Preparation of District Procurement Plan for Kharif season of KMS 2018-19 -- advance action thereon*

Madam/Sir,

I am to say that the Kharif Marketing Season (KMS) 2018-19 will start w.e.f. 1st October 2018 and end on 30th September 2019.

✓ Paddy(Kharif Crop) in our State will be procured within the period from 1.11.2018 to 30.4.2019. The actual date of commencement of procurement varies from district to district. The dates are decided by the District Level Procurement Committee (DLPC) of the respective district.

2. A lot of advance preparations need to be done for ensuring smooth procurement operations of paddy (Kharif Crop) which will commence in the 1st week of November, starting with early procuring western districts followed by other districts in quick succession. An action plan for each district is to be prepared. Following steps need to be taken for preparing the action plan.

3. Delineation of jurisdiction:

Entire rural Odisha has been covered by PACS/ LAMPCS which have clear cut demarcation of the area of operations. But all farmers may not be aware of the same. This should be well publicized among farmers so that they know the location of PPCs and are able to conveniently bring their surplus paddy to mandies.

4. Online Registration of Societies:

Each society shall register its details online including mobile phone number of the Society Secretary. Those societies which have already registered may update their current status. For example, if the Secretary has been changed or if any other information of the society such as – storage space, weighbridge etc. has been changed since the time of last registration, the same needs to be updated. In any case, the list of societies engaged for procurement for Kharif Marketing Season 2017-18 and the PPCs where they propose to procure paddy has to be updated in ✓ the system at the District level by 15th Sept. 2018.

5.1 Online Registration of Farmers:

Registration of farmers willing to sell paddy to State Procuring Agencies has been made mandatory with effect from Kharif Season of KMS 2015-16. During last Kharif, more than 11.20 lakh farmers had registered themselves with the PACS through the online portal. For the coming KMS 2018-19, all arrangements for online farmer registration have been made. For those who registered during Kharif 2017-18, the registration for upcoming Kharif is a very simple process. If there is no change in cultivated land details in respect of those farmers for the current Kharif crop, registration will be renewed by society secretary with a single click. Training for officials in charge of farmer registration has to be completed at district level by engaging master trainers within timelines intimated by FS & CW Department.

5.2 For the ensuing Kharif procurement season, the focus of Government is on expansion of procurement fold by way of inclusion of more number of sharecroppers, small and marginal farmers.

5.3 District Collectors need to ensure that each activity under farmer registration is completed as per timeline prescribed for farmer registration for Kharif Season of KMS 2018-19.

5.4 Important activities of the registration process (after digitization of farmers' application by societies) are verification of land details (by Revenue Inspectors in case land data are not available in Bhulekh), bank account details by Nodal banks and transmission of verification reports to the District Civil Supplies Office.

5.5 In order to ease the problem of registration by sharecroppers, they have been allowed to be registered even when they are unable to produce letters of consent from land owners or certificates from Sarpanches. But such plots shall be enquired into through the District Agriculture Officers or Tehsildars, as per the convenience and suitability in the districts, with orders of Collectors. The updation of validated data at CSO's level would be followed by taking of printout for each farmer and issue of acknowledgement slips to each such farmer.

5.6 Collectors must ensure that each designated authority starting from society Secretary to CSO discharges his/her responsibility as per FS & CW Department letter No.13566 dated 9.7.2018. It should be remembered that the satisfaction of the farmer in terms of his hassle-free experience is the most important goal to be achieved in the whole process.

6.1. Paddy Procurement Automation System (P-PAS):

Government has been procuring paddy through P-PAS all over the State. All paddy procuring Blocks of our state are covered under P-PAS and all documents in the process are system generated.

6.2 In order to bring more transparency in paddy procurement, District Administration in consultation with Co-operation Wing and P-PAS technical team would impart necessary training to DEOs and procurement officials in suitable phases during October/ November.

6.3 The provision of IT infrastructure, manpower(DEO), Digital Signature Certificates, Net connectivity, latest version of P-PAS software and other requisites for smooth implementation of P-PAS are to be kept ready by

PACS/ LAMPCS under the supervision of ARCS/ DRCS as per timelines more or less followed in past years.

7.1. Society Level Procurement Committee:

A Society Level Procurement Committee will be constituted at each society with its Secretary as the convener. The local R.I. (Revenue), VAW (Agriculture), three farmers of the area, EOs of GPs (within the jurisdiction of PACS) will be members of this committee. **BDO** of the Block under which the society is located shall notify the committee. A panel of names of the farmers covering all villages shall be given by the society to BDO to choose the three farmers for the committee. The names shall be so chosen as to represent one farmer from areas covered by each PPC. If there are more than three PPCs two more can be chosen, taking the number of farmer representatives to five at the maximum. This exercise should be completed by all BDOs by 30th Sept. 2018.

7.2. Job responsibility of the Society Level Procurement Committee:

The Committee shall be in overall charge of procurement in the society. It will use the data from online farmer registration to assess the procurement target for society and accordingly fix the number of days required for procurement to receive the marketable surplus of all the farmers registered with the society and willing to sell paddy to Government. It will supervise the preparation of advance action plan, notify the list of farmers for selling paddy on each date at least 7 days in advance, monitor the actual procurement and transfer of paddy to the assigned rice mills. It is to ensure that payment of farmer's dues is made within 24 hours but never later than three days. It will take steps to ensure that sharecroppers, small and marginal farmers are able to sell their paddy at the beginning of the season. It will create awareness among the farmers about FAQ norms and ensure that dry and clean paddy comes to the Mandi or PPC. Society shall submit the advance action plan to the Collector.

8.1 Constitution of Task force at District & Sub-district level:

A Task Force with CSO (as convenor), Deputy Director, Agriculture and ARCS/ DRCS should be constituted under the chairmanship of the Collector to troubleshoot any problem that may arise during procurement operations.

8.2 A Task Force at the sub-divisional level should also be put in place with Sub-collector as Chairman and ACSO (member-convenor), District Agriculture Officer and ARCS or sub-ARCS as laid down in Government in FS & CW Department letter No. 22559 dated 17.11.2016.

9.1 Keeping Equipment ready:

Following equipment in working conditions are to be made available at each society before the start of procurement.

1. Mini grader/ paddy cleaner
2. Moisture Meter
3. Analysis kit
4. Weighing Scale (both electronic and manual)

9.2 These have been provided to most societies by Regulated Market Committee (RMC)s. But the societies concerned should ensure that they are in working conditions. These are very crucial as the society shall be responsible for quality and quantity of paddy received by them. They have to ensure that farmers bring in paddy of Fair Average Quality (FAQ) as specified by the Government of India. Farmers' training on FAQ has to be conducted at society level with support from RMCs. As the societies have to hand over paddy of FAQ specifications to millers, they may land up in problems if they do not ensure the same during receipt from farmers.

10. ✓ Interim storage facility for paddy:

Most societies do not have any facility for storing paddy. However, ✓ each PACS must make arrangements to store paddy up to three days of procurement. This is necessary to ensure proper planning on the part of millers to organize adequate number of vehicles and also to ensure that

the society functionaries can concentrate on their task. Therefore, where ✓ the societies do not have storage facility, they are to plan for making CAP (cover and plinth) storage using local materials. Sufficient numbers of Tarpaulin and Polythene sheets are to be procured in advance to do CAP storage on the premises of society which may be funded by RMC or societies themselves.

11. Preparation of a District Level Master Plan:

Each district shall prepare a Master Plan containing the arrangements with regard to selection of suitable Custom Millers, tagging of Millers to PPCs and RRCs, selection of suitable Market yard and arrangement of infrastructure, manpower etc., finalization of market yard/ PPC for the State agencies and monthly sitting of DLPC. The plan shall also deal with appointment of Authorized Officers for joint custody and maintenance of paddy to each mill, availability of necessary equipment at RRCs/ PPCs and engagement of required manpower.

12. Training on Procurement Process, Quality Specifications of paddy etc:

District Level Master Trainers (MT) shall be trained on procurement process at Revenue Divisional Level by the Odisha State Civil Supplies Corporation Ltd. (OSCSC) in October i.e. well before the start of actual procurement operations. These District level MTs shall train the Block level Master Trainers who will, in turn, train the society functionaries at the Block headquarters. OSCSC shall develop a training manual for these functionaries which will be supplied at the time of training.

13.1 Training of field functionaries/ Committee members:

Training on procurement process, record keeping, record transmission, database etc. is to be imparted at Block level to society functionaries and some of the Society level Procurement Committee members. Training schedule shall include modules on the FAQ standards and use of equipment for quality check. A visit to a nearby PPC for hands

on training may be planned in the afternoon. All trainings should be completed in the month of October' 2018.


13.2 As the society has to ensure proper maintenance of records and registers on purchase of FAQ paddy from farmers, training on the maintenance of following registers/ records etc. These would be generated from the system itself.

• Token Slip	• Paddy Stock Register
• Vendor Receipt	• Paddy Despatch Register
• Quality Test Report	• Millers Control Register
• Transit Pass-cum-Acceptance Note	• Paddy Purchase Register (two sets)
• Cash Book	• Paddy Rejection Register

14. Holding of DLPC Meeting:

The first District Level Procurement meeting for KMS 2018-19 may be held in the period from 15.10.2018 to 15.11.2018 wherein the District Level Master Plan shall be discussed and modified, if necessary. Once approved by the Committee, this shall be implemented. Early procuring districts like Bargarh, Sambalpur, Sonapur, Kalahandi etc. shall hold DLPCs by 25th of October *positively*.

Yours faithfully,


Commissioner-cum-Secretary to Govt.

Memo No. 15174 Dated 2/8/2018

Copy forwarded to PS to Minister, FS & CW for kind information of Hon'ble Minister.


2.8.18
Joint Secretary to Govt.

Memo No. 15175 Dated 2/8/2018

Copy forwarded to Principal Secretary to Govt., Agriculture & FE Department for kind information and necessary action.


2.8.18
Joint Secretary to Govt.

Memo No. 15176 Dated 2/8/2018

Copy forwarded to Principal Secretary to Govt., Panchayati Raj & Drinking Water Department for kind information and necessary action.

FAT
Memo No. 15177 Dated 2/8/2018

Copy forwarded to all Revenue Divisional Commissioners for kind information and necessary action.

Memo No. 15178 Dated 2/8/2018

Copy forwarded to Registrar, Co-operative Societies (RCS), Odisha/ Member Secretary, OSAM Board, Bhubaneswar/ Managing Director, OSCB, Bhubaneswar for information and necessary action.

RCS is requested to communicate forthwith the aforesaid letter to concerned to all concerned in the Co-operation hierarchy for taking necessary action.

By. FAT
Memo No. 15179 Dated 2/8/2018

Copy forwarded to General Manager, FCI, Bhubaneswar/ Managing Director, OSCSC Ltd., Bhubaneswar/ Managing Director, MARKFED, Bhubaneswar/ Managing Director, TDCC, Bhubaneswar for information and necessary action.

FAT
Memo No. 15180 Dated 2/8/2018

Copy forwarded to all C.S.O-cum-D.M.s for information and necessary action.

Joint Secretary to Govt.