

From

The Director Food & Supplies,  
Haryana.

To,

All the Distt. Food & Supplies Controllers,  
in the State.

Memo No. SH-General-85/37290

Dated Chandigarh, the 9th Dec. 1985

Subject:- Shortages in foodgrains and stock articles  
in the godowns.

Reference regarding subject cited above.

2. It has been noticed in the past that there have been substantial losses in the stocks/stock articles of department either due to pilferage or because of carelessness on the part of inspectorate staff/supervisory officers resulting in damage to stocks/stock articles due to infestation/attestation. This damage to the stocks takes place either because the stocks are not treated properly and in time as laid down in the P.R. Manual or because of negligence on the part of staff to protect the stocks from rains etc. and in not taking other necessary protection measures. In addition there have been out-right cases of pilferage of stocks by the staff also. Though it is primarily <sup>the</sup> responsibility of the staff stationed at the P.R. Centre to maintain the stocks in their custody properly, the role of supervisory officers like District Food and Supplies Officer/District Food and Supplies Controllers in protection of these stocks cannot be over-looked. You are aware that it is the overall responsibility of supervisory officers to safe-guard the interests of the state Government. In fact the negligence on the part of inspectorate staff can be partly attributed to the negligence on the part of supervisory officers like/DFSO/DF SC in exercising control over the staff under their control. The laxity in control on their staff leads to negligence. When such a huge amount of the state Government is involved and the stocks are still higher, it is all the more important that the supervisory officers are more vigilant in the protection of stocks/stock articles under their control in various P.R. Centres. You are well aware that various measures have been prescribed in P.R. Manual and in various headquarters instructions issued from time to time to protect the stocks/stock articles. It has also been specifically laid down that the supervisory officers would check the stocks/stock articles under their control periodically and a report of that fact is required to be sent to headquarters. It has been seen in past that either the reports are not sent at all or they are sent in half-baked condition.

3. The whole matter has been considered fresh the state Government have decided to held supervisory <sup>b, f, C, D, S</sup> directly responsible along-with the other inspectorate staff for the losses of stocks/stock articles in their respective circles and the state Government have decided that losses would be recovered in following ratio. These instructions would come into force immediately.

1. DFSC	5%
2. DFSD	5%
3. AFSO/IFS Fumigation	5%
4. AFSO Incharge PR Centre.	20%
5. Sub-inspector having IInd set of key.	25%
6. Inspector incharge who hold the 1st set of key.	40%

Sd/-(M.L. Tayal)  
Director Food & Supplies  
Haryana.

Endst.No. SH/General-85/37290-A dated Chandigarh the 9th Dec. 85

A copy of the above is forwarded to:-

1. All the Officers at H.Qtrs.
2. All Branch Incharges at H.QTRS.

Sd/-  
Joint Director (Shortage)  
for Director Food & Supplies, Haryana.

Endst.No. SH-General-85/37290-B dated Chandigarh, the 9th Dec. 85

A copy is forwarded to -

1. PS/FSM.
2. PS/CFS
3. P/D.F.S.

Sd/-  
Joint Director (Shortage),  
for Director Food & Supplies, Haryana.

From

Director Food & Supplies, Haryana,  
Chandigarh.

To

All the Distt. Food & Supplies Controllers,  
in the State.

Memo No. SH-General-89/ 2266  
Dated Chandigarh the 19 January, 1989.

Subject: Shortages in foodgrains and stock articles  
in the godowns.

---,---,---.

In continuation of head quarters circular memo  
No. SH-General-85/3729 dated 9-12-1985 on the subject cited  
above.

2. It has now been decided that;

- a) In case where there is only one officer i.e.  
Distt. Food & Supplies Controller Or Distt. Food  
and Supplies Officer posted in the circle or  
where one of the posts i.e. (DFSC Or DFSO) is  
lying vacant and there is no damage/loss to the  
grains by infestation etc. the share of  
responsibilities will be as under:-

DF&SC Or DFSO	5 %
Inspector Food & Supplies 40+3+3	46 %
Sub-inspector 25+2+2	29 %
AF&SO	20 %

Total 100 %

- b) In case where there is only one officer i.e.  
DF&SC Or DFSO is posted in the circle or where  
one of the posts i.e. DFSC or DFSO is lying  
vacant and the fumigation staff is at fault,  
the share of responsibilities will be as under:-

DFSC Or DFSO	5 %
Inspector Food & Supplies 40 + 3	43 %
Sub-Inspector 25 + 2	27 %
AF&SO I/C P.A. centre	20 %
Fumigation staff	5 %

Total 100 %

- ✓ c) In case where the fumigation staff is not  
at fault, and no post is vacant, the share of  
responsibilities will be as under:-

DFSC	5 %
DFSO	5 %
AF&SO	20 %
IFS I/c P.A. centre	40 + 3
SIFS	25 + 2
	27 %
Total	100 %

3

The above instructions would come into force  
with immediate effect.

Joint Director (Shortages),  
for Director Food & Supplies, Haryana.



From

The Director Food and Supplies,  
Haryana, Chandigarh.

To

All the Distt. Food and Supplies Controllers,  
in the State.

Memo. No. SH-II-99/ 11292  
Dated Chandigarh, the 29.4.99

Subject:- Norms of Excess.

.....

The matter regarding fixation of norms. or Excess in wheat has been reviewed by Govt. and it has been decided to fix the following uniform norms of storage gains starting from 1st April 99:-

- |  |                           |
|--|---------------------------|
| 1. Stocks issued from 1st April to 30 June.                            | No. Excess no shortage.   |
| 2. Stocks issued in the month of July.                                 | 700 grms per bag of 95Kg  |
| 3. Stocks issued in the month of August.                               | 800 grms per bag of 95Kg. |
| 4. Stocks issued in the month of Sept.                                 | 900 grms " " "            |
| 5. Stocks issued from Oct. to December.                                | 1300 grms " " "           |
| 6. Stocks issued from Jan. to March.                                   | 1400 grms " " "           |
| 7. Stocks issued in April of the succeeding year & upto the clearance. | 1200 grms " " "           |

Above norms would come into effect w.e.f. 1.4.1999 and would be adopted uniformly by the all State procuring agencies. 50% gain as per the above norms will be made applicable on the 50 kgs. wheat bags.

Joint Director (shortage),  
for Director Food & Supplies,  
Haryana.

Endst. No. SH-II-99/ 11293 Dated Chandigarh, the 29.4.99

A copy of the above is forwarded to the following for information and necessary action:-

1. Accountant General, Haryana (Audit) R.A.O.
2. M.D. Hafed, M.D. Confed, M.D. Agro Industries, M.D. Haryana Warehousing Corpr., Chandigarh.

Joint Director (shortage),  
for Director Food & Supplies, Haryana

Endst. No. SH-II-99/ 11294 Dated Chandigarh, the 29.4.99

A copy of the above is forwarded to the following for information and necessary action:-

1. All the Officers at Headquarters.
2. All the Branch Incharges at Headquarters.
3. P/Secretary to FSM.
4. P/S APJCM.
5. P/S CFS.
6. P/A DFS.

Joint Director (shortage),  
for Director Food & Supplies, Haryana

Director Food & Supplies, Haryana  
Chandigarh

All the Distt. Food & Supplies Controllers,  
in the State.

Memo No. SH-General-2008/17767  
Dated Chandigarh the 15<sup>th</sup> July 2008

Subject: Shortages in foodgrains and stock articles in the godowns.

- (a) Where the post of AFSSO/IFS/SIFS is vacant, the District Food & Supplies Controller should give additional charge to another AFSSO/IFS/SIFS posted under his control. If the District Food & Supplies Controller failed to do so the share of responsibilities of the vacant post of AFSSO/IFS/SIFS shall be recovered from the concerned District Food & Supplies Controller with immediate effect.
- (b) In cases before issuance to this letter the share of responsibility of the vacant post of AFSSO/IFS/SIFS will be recovered equally from the staff posted at the concerned center including the District Food & Supplies Controller & District Food & Supplies Officer.

7C Additional Director-II  
for Director Food & Supplies, Haryana.

Endst. No. SH-General-2008/ 17768 dated 15.07.2008  
A copy of the above is forwarded to the following for information and  
necessary action:-

1. All the Officers at Headquarter.
2. All the Branch Incharges at Headquarter.

**7c Additional Director-II  
for Director Food & Supplies, Haryana.**

Endst. No. SH-General-2008/ 17769 dated 15.07.2008  
A copy of above is forwarded to:- 76

1. P.S/~~FCFS~~ Dy:CM  
2. P.S/FCFS  
3. P.A/DFS  
for their kind information,

Additional Director-II  
for Director Food & Supplies, Haryana.

B  
167-02  
काव एवं मुक्ति विद्यालय हरियाणा

From

Principal Secretary to Govt. of Haryana,  
Food and Supplies Department.

To

All the District Food & Supplies Controllers  
(in the State).  
Memo No. SH-G-2013/  
Dated Chandigarh, the

Subject:- Fixation of percentage of storage gain in wheat due to absorption of moisture.

Reference on the subject cited above.

2. The office letters No. SH-G-II-99/11292 dated 29.04.1999 and SH-G-2010/13329, dated 16.07.2010, vide which the instruction for moisture gain were issued, are hereby withdrawn.

3. The matter relating to moisture gain norms has been reviewed by State Government and it has been decided to fix the same in conformity with the Government of India norms.

- The revised norms are as under:-
- (i) Storage gain in wheat due to absorption of moisture is required to be passed on to the FCI by the State Govt. and its agencies @1% and @ 0.7% for the wheat stored in covered godowns and open godowns/CAP storage respectively. These norms will be applicable w.e.f. 01.04.1999 in conformity with Government of India letter No. 176(2)/95/PY.-1(Vol-II) dated 25.11.1999.
  - (ii) The following norms referred in Government of India letter No. 176(2)/95/PY.-1(Vol-III) dated 28.10.2003 will be applicable w.e.f. 28.10.2003:-
    - (a) No storage gain in wheat due to absorption of moisture would be taken on the stocks which would be stored/dispached upto 30<sup>th</sup> June every year.
    - (b) One time storage gain would be realized irrespective of the period of storage.

SC1 —

Deputy Director (Shortage)  
for Principal Secretary to Govt. of Haryana  
Food & Supplies Department.

Endst. No. SH-G-2013/

Dated:

A copy of the above is forwarded to the following for information and necessary

action:-

- 1. Principal Accountant General (Audit), Haryana, Chandigarh / R.A.O. (Food).
- 2. M.D. Confed, M.D. Hafed, M.D. Agro Industries and M.D. Haryana Warehousing Corporation, Panchkula.
- 3. General Manager, FCI, Haryana Region, Panchkula.

Sec1 —

Deputy Director (Shortage)  
for Principal Secretary to Govt. of Haryana  
Food & Supplies Department.

Endst. No. SH-G-2013/ 2821

Dated: 12/2/13

A copy of the above is forwarded to the following for information and necessary

action:-

- 1. All the Officer at Hq.
- 2. All the Branch Incharge at Hq.
- 3. Secy./FSM.
- 4. Sr. Secy./PSCM.
- 5. PS/PSFS.
- 6. PS/DGFS.

Deputy Director (Shortage)  
for Principal Secretary to Govt. of Haryana  
Food & Supplies Department.