

FOOD CORPORATION OF INDIA
HEADQUARTERS : NEW DELHI.

NO. STK/35/1(3)/05

DATED : 18.3.05

References are being received in Headquarters seeking clarification regarding criteria for calculating justified / unjustified part of storage losses for fixing responsibility and also where the stocks of food grains received in damages / BRL condition and also regarding rate of recovery in case of down gradation of stocks. The matter has been examined in consultation with QC and Finance Divisions and the following clarifications are given for strict compliance.

a) No loss is justified unless its reasons are certified and each and every cases of loss is to be investigated keeping in view the factors responsible for loss including dereliction of duties and written off as per laid down procedures.

b) Food grains are purchased on the basis of prescribed uniform specifications laid down by the Government of India. The foodgrains received in the depots are maintained in good condition by the Quality Control Staff. It is the task of QC/Technical staff to examine the grains fortnightly and maintain the record of condition of grains and for taking various measures such as prophylactic treatment, brushing of bags before spraying, aeration, fumigation, rat/rodent control, priority issue etc. Wherever foodgrains due to unavoidable circumstances are declared damages/BRL, categorization should be carried out as per standing instructions by the District Categorization Committee whose findings are final. Damages/BRL foodgrains are disposed off through auction or as per contracts entered into.

c) Any loss found due to willful negligence of any officials and when the negligence is prima-facie established, recovery proceedings should be made as per the procedures laid down on the subject and as per Staff Regulations. Recovery of such loss is to be made at economic cost prevailing during the period.

d) In case of misappropriation of stocks, as soon as the same is detected, immediate investigation be conducted and action as per staff Regulations be taken by the Competent Authority to recover the losses.

The above instructions may be brought to the notices of all for strict compliance.

(K.C.Sharma)
Manager(Stocks)

To

1. All Zonal Managers.
2. All Sr. Regional Managers.