
Guidelines on implementation of NON-NFSA (Tideover Allocation) for Rice



Prepared by:
Project Management Unit (PMU)
Directorate of Food Civil Supplies & Consumer Affairs
Government of Meghalaya

GUIDELINES ON IMPLEMENTATION OF NON-NFSA (TIDEOVER ALLOCATION) FOR RICE

INTRODUCTION:

The Department of Food Civil Supplies & Consumer Affairs, in its endeavour to reach and serve the people of the State, has come up with many innovative and technological initiatives. Its overall objective is to bring transparency and efficiency in the Public Distribution System (PDS).

NATIONAL FOOD SECURITY ACT 2013:

The Act provides subsidized food grains to approximately two thirds of the State population. Eligible beneficiaries are entitled to 5 kg per per beneficiary per month at:

Rs. **3** per kg for rice

For **AA**Y scheme, each family is entitled to 35 Kg per month at Rs. **3** per kg for Rice.

The population coverage is **50.87%** for Urban and **77.79%** for Rural.

Data of eligible beneficiaries under NFSA is displayed on the Department's website www.megfcsca.gov.in

NON-NFSA CATEGORY

All those who fall outside the NFSA 2013, are to be covered under the Non-NFSA category. The foodgrain (rice) allocation under Non-NFSA is taken from the Tideover allotment received from the Govt. of India. The Tideover quantity is subject to the allocation received from the Govt. of India. Hence, there may be a change in allotment to Non-NFSA beneficiaries from time to time. The Department in its attempt to make the PDS universally available to all, the Department has taken into consideration the supply of foodgrain to all not covered under NFSA. The foodgrain to be supplied would not be at NFSA rate but at Rs.8.30 or above for rice per Kg. The DC/SDO may fix the rate per Kg after taking into consideration the intra-state transport, handling and profit margin. The population coverage is **49.13%** for Urban and **22.21%** for Rural. The entitlement of foodgrain per household may be decided by the respective DCs/SDOs after taking into consideration the Non-NFSA rice allocation (Tideover) and subtract the buffer stock which is meant for meeting any eventuality/natural calamity and divide by the Non-NFSA households.

The Non-NFSA calculation for distributing foodgrain (rice) to Non-NFSA beneficiaries is as below:

$$\text{Allocation to Non-NFSA beneficiaries} = \frac{\text{Total Non-NFSA rice allocation (Tideover)} - \text{Buffer Stock}}{\text{Total Non-NFSA households}}$$

Apart from supply of foodgrain to the public, some quantity (**5%** of the monthly Non-NFSA allotment) is to be left at District-level for meeting any eventuality/natural calamity like flood, landslide, cyclone, etc. The quantity for meeting such eventuality/natural calamity is called buffer stock. The buffer stock may be kept with one wholesaler for two months and after that the stock is to be released to the Non-NFSA beneficiaries. The buffer stock allotment is to be rotated every two months from one wholesaler to another. No wholesaler should keep the buffer stock for more than 2 months as it may get spoilt if it remains undistributed for more than two months especially during summer/monsoon season.

*NOTE: It may be mentioned that the Non-NFSA allocation should **never** be substituted or taken from the NFSA allocation.*

DIGITISATION OF NON-NFSA BENEFICIARY DATA:

The beneficiary data under Non-NFSA has been digitized and is displayed in the Department website: www.megfcsa.gov.in. This is one of the efforts of the Department to bring about transparency and accountability to all the stakeholders.

IDENTIFICATION OF ELIGIBLE HOUSEHOLDS:

All those who are not covered under the NFSA 2013 are eligible to be covered under Non-NFSA Category. Bonafide citizens of India and indigenous tribes of the State of Meghalaya are eligible for consideration to benefit under this category.

PROCEDURE FOR AVAILING OR SURRENDERING OF NON-NFSA RATION CARD:

1. Any person who wishes to be included under Non-NFSA shall have to fill up the **Form** as per **Annexure – I**. They are also to submit the Form in their respective DC/SDO Supply Office
2. A family wishing to change the Head of Family shall fill the Form as per **Annexure – II**
3. Applicants who wish to change / correct the beneficiary name(s) under Non-NFSA should fill the Form as per **Annexure – III**
4. Applicants who request for deletion of beneficiary name(s) under Non-NFSA should fill the Form as per **Annexure – IV**
5. Applicants who request for changing of Fair Price Shops and/or residential address should fill the Form as per **Annexure - V**
6. For those who would like to surrender the Non-NFSA Ration Cards, they should fill the Form as per **Annexure – VI**

RATION CARD IS MEANT ONLY FOR PDS:

The Ration Cards availed from the Department of Food Civil Supplies & Consumer Affairs shall be used only for availing commodities and foodgrain under the Public Distribution System (PDS). The Ration Card should not be used as an official ID, proof of identity, proof of residence/address or any other purposes.

ONE CARD ONE FAMILY:

One family should use one Ration Card for availing the scheme under NON-NFSA. No consumer should use two Ration Cards and if found, the DC/SDO/Supply Officer may lodge the FIR with the police and the faulty beneficiaries will be prosecuted as per the law.

GRIEVANCE REDRESSAL MECHANISM:

- ▶ Tollfree Number **1967** is in place for citizens to lodge complaints or to find out information about the Department
- ▶ To address complaints from citizens, the Department has identified Grievance Redressal Officers and Assistant Grievance Redressal Officers at each District and Sub-Division
- ▶ Citizens can also lodge their complaints online via Meghalaya Public Grievance Redressal & Monitoring System (megPGRAMS). The website is www.megpgrams.gov.in

For immediate assistance, please call Tollfree Number 1967 during office hours

APPLICATION FOR INCLUSION UNDER NON-NFSA



1. Name of the Head of Family _____
2. Present Address _____
3. EPIC No. of Head of Family _____
(Copy to be enclosed)
4. Resident Status: Owner Tenant
5. Occupation (of Head of Family) _____
6. Annual Family Income _____
7. Contact/Mobile No. of Head of Family _____
8. (i) Account No. of Head of Family _____
(ii) Name of Bank and Branch _____
9. LPG Consumer No. _____
10. Name & Address of Fair Price Shop Dealer _____

11. FAMILY DETAILS

Sl. No	Full name (in CAPITAL)	Relation with Head of Family	Sex	Date of Birth	EPIC NO. (copy to be enclosed)	Occupation

SELF DECLARATION

I Shri/Smti _____ W/O /D/O/H/O/ _____
_____ Resident of _____ locality/villages under
_____ Tehsil/Block in _____ District, Meghalaya do hereby
solemnly affirm and declare that the above statements and information given in the application is
true and correct to the best of my knowledge and belief and I am aware of the fact that, if it comes
to notice at a later date that particulars given by me are either wrong or contrary to truth, I shall be
liable to be prosecuted under relevant Act/Rules.

Signature/Thumb Impression of Applicant.

FOR OFFICIAL USE

Date _____

1. Based on verification by this Supply Office, application for inclusion under
NON-NFSA is hereby:

i. Accepted

ii. Denied

2. Reasons for acceptance / denial:



Signature of the Supply Officer

Designation:

CERTIFICATE FROM CHAIRMAN/SECRETARY VIGILANCE COMMITTEE

This is to certify that Shri/Smti _____ S/o/D/o/H/o/W/o

_____ resident of

locality/village _____

for the last _____ years is residing with the family members in our village under

_____ District.

The information furnished above is correct to the best of my knowledge

Signature with
seal
Chairman/Secretary
Vigilance
committee

Documents to be enclosed:

1. Self-attested photocopy of Election Photo Identity card (EPIC)
2. Self-attested photocopy of Proof of Date/Birth Certificate.
3. Self-attested photocopy of Bank Account Pass Book.
4. 2(two) passport size photograph of the Head of Family.

APPLICATION FOR CHANGING OF HEAD OF FAMILY UNDER NON-NFSA

1. Existing Family Identity Card No _____
2. Name of the Present Head of the Family _____
3. Name of the Proposed Head of the Family _____
(Copy of EPIC to be enclosed)
4. Father's/Husband's Name of Proposed of Head of Family _____
5. Occupation _____
6. Annual Family Income _____
7. Sl.No. in Existing Family Identity Card _____
8. Reason for changing _____
9. Family details and their relationship with proposed Head of Family

Sl.No.	Name	Relation with Head of Family	Sex	Date of Birth	EPIC NO. (copy to be enclosed)	Occupation

SELF -DECLARATION

I Shri/Smti _____ W/O
 /D/O/H/O/ _____ Resident of
 _____ locality/villages under
 _____ Tehsil/Block in _____ District, Meghalaya do hereby
 solemnly affirm and declare that I am applying for change of Head of Family for the reason
 mentioned at Sl.8.

That the above statements and information given in the application is true and correct to the best of my knowledge and belief and I am aware of the fact that, if it comes to notice at a later date that particulars given by me are either wrong or contrary to truth, I shall be liable to be prosecuted under relevant Act/Rules.

Signature/Thumb Impression
 (Applicant)

APPLICATION FOR CHANGING / CORRECTION OF BENEFICIARY NAME(S) UNDER NON-NFSA

1. Existing Family Identity Card No _____
2. Name of the Head of the Family _____
3. Reason for change/correction _____

4. Family details and their relationship with proposed Head of Family

PASSPORT SIZE
PHOTO OF HEAD
OF FAMILY

Sl.No.	Name appearing in Ration Card	Correct Name	Sex	Date of Birth	EPIC NO. (copy to be enclosed)	Occupation

SELF DECLARATION

I Shri/Smti _____ W/O /D/O/H/O/ _____
_____ Resident of _____ locality/villages under
_____ Tehsil/Block in _____ District, Meghalaya do hereby solemnly
affirm and declare that the above statements and information given in the application is true and
correct to the best of my knowledge and belief. I am aware of the fact that, if it comes to notice at a
later date that particulars given by me are either wrong or contrary to truth, I shall be liable to be
prosecuted under relevant Act/Rules.

Signature/Thumb Impression
(Applicant)

APPLICATION FOR DELETION OF BENEFICIARY NAME(S) UNDER NON-NFSA

1. Existing Family Identity Card No _____
2. Name of the Head of the Family _____
3. Reason for deletion _____

4. Member details to be deleted:

Sl.No.	Name appearing in Ration Card	Sex	Date of Birth	Remarks

SELF DECLARATION

I Shri/Smti _____ W/O /D/O/H/O/ _____
_____ Resident of _____ locality/villages under
_____ Tehsil/Block in _____ District, Meghalaya do hereby solemnly
affirm and declare that the above statements and information given in the application is true and
correct to the best of my knowledge and belief. I am aware of the fact that, if it comes to notice at a
later date that particulars given by me are either wrong or contrary to truth, I shall be liable to be
prosecuted under relevant Act/Rules.

Signature/Thumb Impression
(Applicant)

APPLICATION FOR CHANGING OF FAIR PRICE SHOP AND/OR RESIDENTIAL ADDRESS

1. Name of Head of Family:
2. Existing Family Identity Card No.:
3. Reason(s) for change of Fair Price Shop:

	Existing	New
Fair Price Shop Name and Number		
Residential Address		
House No./Name		
Locality		
Village		
Block/District/Pin Code		
Mobile Number		

4. Documents to be enclosed:
 - i. Surrender Certificate/Original Ration Card
 - ii. Attested photocopy of Electoral Photo ID Card (EPIC)

Applicant's Signature/Thumb Impression

FORM FOR SURRENDERING THE NON-NFSA RATION CARD

1. Existing Family Identity Card No _____
2. Name of the Head of the Family _____
3. Reason for surrendering _____

4. Document to be enclosed:
 - i. Original Ration Card

SELF DECLARATION

I Shri/Smti _____ W/O /D/O/H/O/ _____
_____ Resident of _____ locality/villages under
_____ Tehsil/Block in _____ District, Meghalaya do hereby solemnly
affirm and declare that the above statements and information given in the application is true and
correct to the best of my knowledge and belief. I am aware of the fact that, if it comes to notice at a
later date that particulars given by me are either wrong or contrary to truth, I shall be liable to be
prosecuted under relevant Act/Rules.

Signature/Thumb Impression
(Applicant)