

**Pool mapping with paddy procurement centres:-**

Following steps are to be taken in order to map pool (CP/SP) with the existing centres of CMR Agencies as well as CPCs run by DCF&Ss. This pool mapping is mandatory for all centres of CMR Agencies and new CPCs. This is to add that unless and until this mapping is done paddy can't be purchased from any purchase centre.

Step 1:- At first, the menu “Procurement Center-> Center Pool Mapping” option should be chosen from the login of the concerned DCF&S as shown in the Fig-I below.

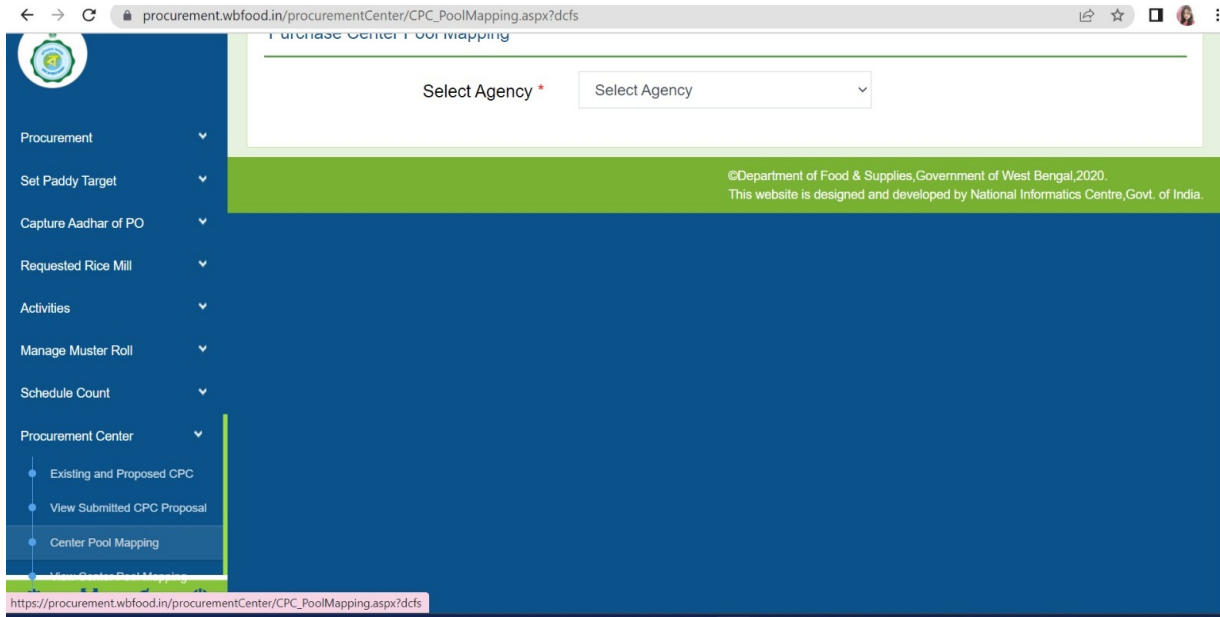


Fig-I

Step 2:- Appropriate Agency (CMR Agency or CPC run by DCF&S) is to be selected next as shown in the Fig-II below.

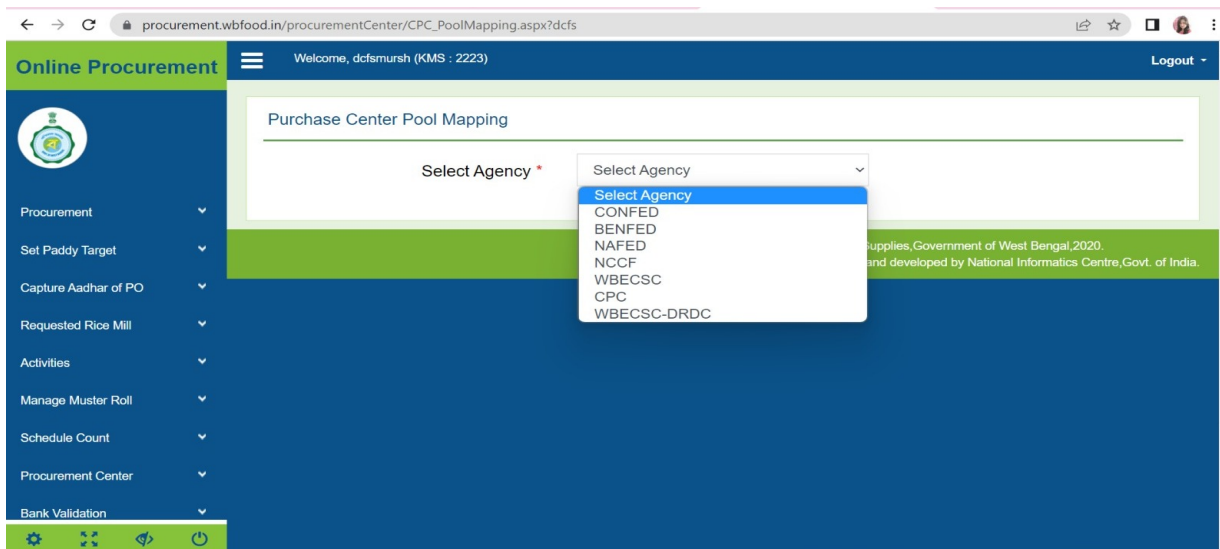


Fig-II

Step 3:- Under the selected Agency, the list of active centres (Societies, CPCs, SHGs, FPO/FPC etc.) in the present KMS will appear.

At first, DCF&S has to select the society by clicking on the checkbox beside the name of the society.

Then, Pool, i.e. Central Pool or State Pool should be chosen by selecting from the drop-down menu named “Pool” as shown in the Fig-3 below.

Finally, date should be chosen from the calendar under “With Effect From” option. Future as well as current date may be chosen and accordingly pool may be mapped with the paddy procurement centre.

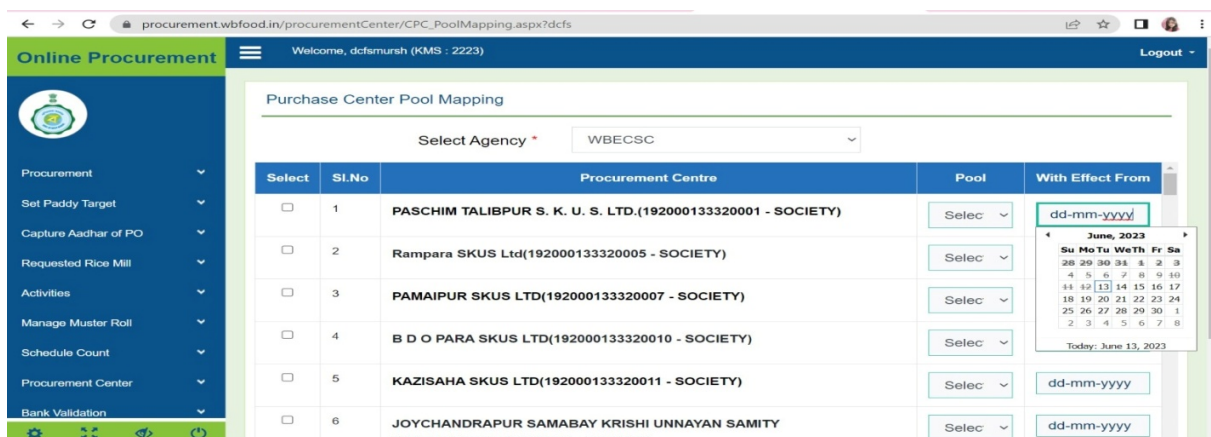


Fig-III

Step 4:- Finally, “SUBMIT” button has to be pressed (as in Fig-IV below) so that the changed pool mapping can take effect from the date as selected.

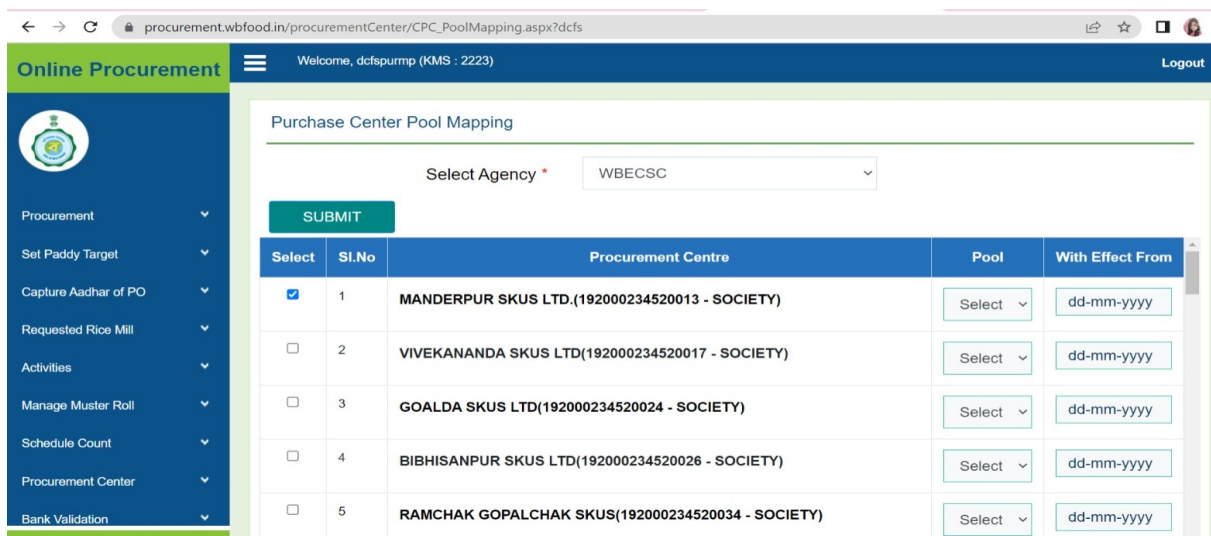


Fig-IV

The mapping can be changed in due course if dim fit by the DCF&S by following the same steps as mentioned above.