



File No. E-1008830

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## NOTIFICATION

**Subject: Constitution, functions and responsibilities of District level Monitoring Committee and Sub-Divisional level Monitoring Committee on procurement of paddy and delivery of CMR.**

The decentralized procurement of paddy by the State Government continues for each Kharif and Rabi Marketing Season, on the strength of the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines issued for each KMS and subsequent amendments thereof. Procurement of paddy has twin objectives of preventing distress sale by the small and marginal farmers by providing Minimum Support Price (MSP) and procurement of required quantity of paddy to provide rice for meeting the entire requirement of Central Pool under NFSA (now known as PMGKAY), Mid-Day Meal, ICDS etc. and State Pool under Rajya Khadya Suraksha Yojana (RKSJ) and other Government sponsored welfare schemes.

The State Government provides for an incentive over and above the Minimum Support Price (MSP) per quintal for common paddy of Fair Average Quality (FAQ) to the farmers who sell their paddy at the Centralized Procurement Centres (CPCs). They can also sell paddy at any Purchase Centers operated by Paddy Procuring Societies (PPS) engaged by CMR agencies (ECSC, BENFED, CONFED, NAFED and PBAMCL).

### A. Scope:

The farmers can sell their produce at any of the purchase centers as per their choice and convenience within the district. In order to ensure smooth operation of paddy procurement, intense monitoring over the procurement process, CMR delivery by rice mills and to safeguard the interest of farmers, governor is please to reconstitute District Level Monitoring Committee (DLMC) and Sub-Divisional Level Monitoring Committee (SDLMC) on procurement of paddy and delivery of CMR at each District and Sub-Division level and define its, functions and responsibilities as mentioned below.

**B. Constitution District Level Monitoring Committee (DLMC):**

There shall be a **District Level Monitoring Committee** constituted for the purpose of discharging the functions and duties mentioned under these order, West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines and it shall comprise of-

|                                                                                       |             |
|---------------------------------------------------------------------------------------|-------------|
| 1. District Magistrate                                                                | Chairperson |
| 2. Karmadhyaksha of Khadya-O-Sarbaraha Sthayee Samity of Zilla Parishad               | Member      |
| 3. Additional District Magistrate in-charge of Food Matter -                          | Member      |
| 4. Superintendent of Police, District Enforcement Branch                              | Member      |
| 5. Project Director, DRDC                                                             | Member      |
| 6. Regional Manager/ Branch Manager of TDCC                                           | Member      |
| 7. District Horticulture Officer                                                      | Member      |
| 8. Area Manager of Food Corporation of India                                          | Member      |
| 9. District Information & Cultural Officer                                            | Member      |
| 10. Deputy Registrar/ Assistant Registrar of Co-operative Societies                   | Member      |
| 11. Deputy Director of Agriculture (Administration)                                   | Member      |
| 12. Secretary, Regulated Market Committee                                             | Member      |
| 13. Agricultural Marketing Officer/Asstt. Director of Agricultural Marketing (Admin.) | Member      |
| 14. General Manager, District Industries Center                                       | Member      |
| 15. Assistant Controller of Legal Metrology                                           | Member      |
| 16. One representative each from the Custom Mill Rice Agencies of the district        | Member      |
| 17. President and Secretary of Rice Mills Owners' Association of the district         | Member      |
| 18. District Controller of Food & Supplies -                                          | Member-     |
|                                                                                       | Convener    |

Sabhadhipati, Zilla Parishad and Members of Legislative Assembly of the district may be special invitees to the above Committees.

**C. Functions & responsibilities of District Level Monitoring Committee (DLMC)-**

The functions, power, role and responsibilities of District Level Monitoring Committee (DLMC) are as mentioned below:

- 1) The District Level Monitoring Committee shall have the power to identify, select and recommend location and areas to be covered for establishment of Centralized Purchase Centers (CPCs) and mobile CPCs.



- 2) The District Level Monitoring Committee shall review the existing CPC and mCPC, identify the proposed location of new purchase centers, if required, well ahead of each procurement season, within 31<sup>st</sup> July each year and after due deliberation and consensus of the committee shall send the proposal for notification of CPC and mCPC within 7<sup>th</sup> August to the Directorate of DDPS for approval of the Department of Food & Supplies for ensuing KMS.
- 3) The District Level Monitoring Committee shall have the power to identify, review, select and recommend location and areas to be covered wherefrom Custom Mill Rice Agencies shall procure paddy through selected Paddy Procuring Societies in the interest of the farmers and the decision of District Level Monitoring Committee in this regard shall be binding on the Custom Mill Rice agencies.
- 4) The District Level Monitoring Committee shall select the Paddy Procuring Societies including Primary Agricultural Credit Society (PACS), Primary Agricultural Marketing Society (PAMS), Self Help Groups (SHGs), Farmer Producer Organisations (FPOs)/ Farmer Producers Company (FPC), Large Area Multipurpose Societies (LAMPS) duly proposed by the District Level Selection Committee (DLSC) in the interest of the engagement of good and sound PPS in the procurement operations.
- 5) District Level Monitoring Committee shall be convened at least twice in a month in the peak preparatory and procurement season from August to January. During other months DLMC meeting shall be convened at least once every month.
- 6) DLMC shall discuss and review the preparatory arrangements for the next KMS and matters pertaining to recommendation / review of CPC and mCPC, selection of PPS, empanelment of rice mills, registration and updation of farmer, scheduling of camps, scheduling by farmers, training of POs / DOs and PPS during the peak preparatory and procurement season from August to January.
- 7) DLMC shall review the procurement operations and recovery of CMR in the previous month and adopt appropriate measures for the coming month.
- 8) DLMC shall review and assess the areas / villages which have the potential of selling paddy and advise DCFS and CMR agencies to make plan for covering them through camps.
- 9) DLMC should hold regular awareness camps for briefing the elected representatives and to apprise them regarding procurement procedure including registration, updation process and self-scheduling of the farmers, etc. as and when required.

- 10) DLMC shall regularly discuss and review the operations related with procurement of paddy through CPC/mCPC and by PPS of CMR Agency in the interest of farmer and delivery of CMR thereof and ensure that the operations are carried out in accordance with the West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines for the KMS and other orders issued from time to time.
- 11) DLMC shall assess the performance of PPS and take necessary decision whether to discontinue a PPS to function in the current KMS or to discontinue in the next KMS. DLMC may propose / recommend or take any penal / legal action, if required, against any defaulter PPS.
- 12) DLMC shall also assess and review the performance of Rice Mills, their reporting to PCs, delivery to assigned godowns, period and frequency of CMR delivery, gap between RRO and delivery, the quantity of paddy delivered to rice mills vis-à-vis their status of CMR delivery during the KMS, mark it as a rice mill of questionable performance or vulnerable rice mill or de-empanelment during the KMS.
- 13) DLMC may propose/ recommend any penal/ legal action, if required, against any rice mill of questionable performance or defaulter rice mill.
- 14) DLMC shall review the application for empanelment for next KMS and make its recommendation regarding Bank Guarantee for each rice mill based on the performance and new rice mill. DLMC shall expeditiously dispose the application of the rice mills who have applied for empanelment in the paddy procurement operation as per the norms of rice mill empanelment.
- 15) DLMC shall take all necessary and appropriate measures to ensure that the interests of the farmers are protected and safeguarded.
- 16) DLMC shall review the functioning of SDLMC and BLMC and issue necessary guidance to enable them discharge their responsibilities in effective and efficient manner.
- 17) DLMC may send proposal to the State Govt. suggesting necessary changes/ modification to the procurement policy and guidelines for better management of procurement operations in the district.
- 18) DLMC shall also review procurement operations undertaken by the Food Corporation of India.
- 19) DLMC shall also perform such other functions and duties as may be entrusted by State Government from time to time for better management of procurement operations.



20) District Level Monitoring Committee shall have powers and duties to -

- a) formulate guidelines regarding identification of farmers, publicity and advertisement for awareness of the farmers in respect of registration and updation, scheduling of camps as well as scheduling by the farmers, etc. in conformity with the general guidelines issued by the State Government;
- b) sensitise the Agriculture Department, PACS, and FPOs for educating farmers to bring clean and dry paddy as per the FAQ (Fair Average Quality) standards to ensure compliance with quality parameters. DDAs/ADAs may be requested to arrange such awareness camps in different villages;
- c) ensure adequate security at procurement centers during peak procurement season;
- d) sort out the problems of rice millers & CMR agencies towards delivery of CMR to the state godown, FCI A/C and decision of DLMC shall be binding to all concerned;
- e) may assign Deputy Magistrates and other officials to carry out surprise visits to procurement centers to monitor the procurement process during peak procurement season;

**D. Constitution Sub-Division Level Monitoring Committee (SDLMC):**

There shall be a **Sub-Division Level Monitoring Committee** constituted for the purpose of discharging the functions and duties mentioned under these order, West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines and it shall comprise of-

|                                                                                                   |             |
|---------------------------------------------------------------------------------------------------|-------------|
| 1. Sub-Divisional Officer                                                                         | Chairperson |
| 2. All Block Development Officers of the concerned Sub-division -                                 | Member      |
| 3. All Sabhapati of Panchayat Samities of the concerned Sub-Division                              | Member      |
| 4. Sub-Divisional Police Officer concerned Sub-Division                                           | Member      |
| 5. Assistant Registrar of Co-operative Societies                                                  | Member      |
| 6. Assistant Director of Agriculture (Administration) in Sub-division                             | Member      |
| 7. Assistant Agricultural Marketing Officer (Administrative) of Agricultural Marketing Department | Member      |
| 8. Representatives of Custom Mill Rice Agencies within the jurisdiction                           | Member      |
| 9. President and Secretary of Rice Mills Owners' Association                                      | Member      |
| 10. Sub-divisional Controller of Food & Supplies                                                  | Member-     |
|                                                                                                   | Convener    |

Members of Legislative Assembly of the district may be special invitees to the above Committees.

#### **E. Role & responsibility of Sub-Divisional Level Monitoring Committee (SDLMC)-**

The functions, power, role and responsibilities of Sub-division Level Monitoring Committee (SDLMC) are as mentioned below:

- 1) The SDLMC shall have the power to identify and recommend location and areas to be covered for establishment of Centralized Purchase Centers (CPCs) and mobile CPCs to DCFS/ DLMC.
- 2) The SDLMC may recommend the location and areas to be covered wherefrom mCPC and Custom Mill Rice Agencies shall procure paddy through selected Paddy Procuring Societies in the interest of the farmers.
- 3) SDLMC shall be convened at least once every month.
- 4) SDLMC shall discuss and review the progress of registration and updation of farmer, scheduling of camps, scheduling by farmers, training of POs / DOs and PPS.
- 5) SDLMC shall review and assess the areas/ villages which have the potential of selling paddy and advise DCFS and CMR agencies to make plan for covering them through camps.
- 6) SDLMC shall regularly discuss and review the operations related with procurement of paddy through CPC/ mCPC and by PPS of CMR Agency in the interest of farmer and adopt appropriate measures to ensure that the procurement operations are smooth and transparent and carried out in accordance with West Bengal Custom Milled Rice (Obligation & Control) Order, 2015, Policy and Guidelines for the KMS and other orders issued from time to time.
- 7) SDLMC should hold regular awareness camps for briefing the elected representatives and to apprise them regarding procurement procedure including registration, updation process and self-scheduling of the farmers, etc. as and when required, SDLMC should sensitise the Krishi Prayukti Sahayaks for educating farmers to bring clean and dry paddy as per the FAQ (Fair Average Quality) standards to ensure compliance with quality parameters. ADAs may be requested to arrange such awareness camps in different villages.
- 8) SDLMC shall review the functioning of BLMC and issue necessary guidance to enable them discharge their responsibilities in effective and efficient manner.
- 9) SDLMC may assign Deputy Magistrates and other officials to carry out surprise visits to procurement centers to monitor the procurement process during peak procurement season.



- 10) The Sub-Division Level Monitoring Committee shall submit a monthly report to District Level Monitoring Committee highlighting the actions taken by it, any action required to be taken by DLMC and suggestions, if any, thereof. SCF&S shall initiate necessary action in this regard.

**F. Wide Publicity:**

Both DLMC and SDLMC shall take necessary steps to ensure that the publicity plan for awareness and capacity building to ensure that intensive publicity at Gram Panchayats and village levels within its jurisdiction are being taken up to inform the farmers about CPCs, mCPCs and the camps being organised by CMR agencies/Co-operative Societies/ Self Help Groups /FPOs/ FPCs/ LAMPS so that farmers are aware of the dates of such procurement in their areas. The Agriculture Department shall be requested to extend all co-operation whereby the Assistant Director of Agriculture of Government of West Bengal along with his/ her team of Krishi Proyukti Sahayaks may be mobilised to facilitate intensive publicity amongst the farmers.

Corresponding amendments in the Control Order issued vide no. 3774-FS/ Sectt. /Food/ 4P-12/2014 dated 30.12.2015 will be done accordingly.



(Parwez Ahmad Siddiqui, IAS)

Principal Secretary to the Government of West Bengal  
Food & Supplies Department

Copy forwarded for information and taking necessary action to:-

1. The Additional Chief Secretary, Land & Land Reforms Department, Govt. of West Bengal.
2. The Additional Chief Secretary, Co-operation Department, Govt. of West Bengal
3. The Additional Chief Secretary, Finance Department, Govt. of West Bengal.
4. The Principal Secretary, Agriculture Department, Govt. of West Bengal.
5. The Principal Secretary, Agricultural Marketing Department, Govt. of West Bengal
6. The Managing Director, BENFED.
7. The Secretary, Tribal Development Department, Govt. of West Bengal.
8. The Secretary, Transport Department, Govt. of West Bengal.
9. The Secretary, Panchayat & Rural Dev. Department, Govt. of West Bengal.
10. The Managing Director, WBECSC Ltd.
11. The CEO, West Bengal State Rural Livelihood Mission.
12. The Managing Director, WBSWC.
13. The Senior Special Secretary (Food Cell), Food & Supplies Department.
14. The Special Secretary, ITR Cell, Food & Supplies Department.
15. The Director of DDP&S, Food & Supplies Department.
16. The Director of I&QC, Food & Supplies Department.
17. The Director of Rationing, Food & Supplies Department
18. The Special Secretary, Procurement Cell, Food & Supplies Department.
19. The Joint Secretary (Procurement), Food & Supplies Department.
20. The Director of Storage, Food & Supplies Department.
21. The Director of Finance, Food & Supplies Department.
22. The Joint Secretary (Law), Food & Supplies Department.
23. The Registrar of Co-Operative Societies, Government of West Bengal.
24. The General Manager, FCI, WB Region.
25. The Managing Director, PAMCL.
26. The CEO, CONFED.
27. The Branch Manager, NAFED, Kolkata.
28. The Senior Technical Director, NIC.
29. The District Magistrate (All except Kalimpong).
30. The District Controller of Food & Supplies, (All except Kalimpong).
31. The P.S. to the Hon'ble MIC, Food & Supplies Department.
32. The P.S. to the Hon'ble MoS, Food & Supplies Department.
33. The Sr. P.A. to the Principal Secretary, Food & Supplies Department.
34. The President, Bengal Rice Mills Association.



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