

MANUAL-I

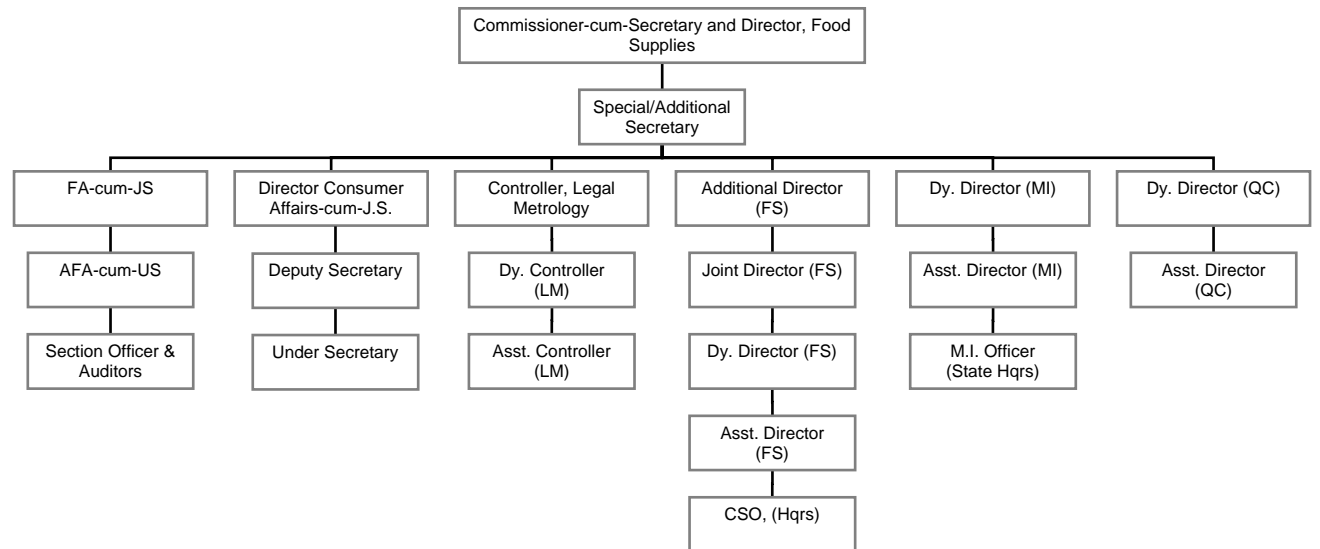
Particulars of Organization, Functions and Duties.

PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES	
2.1	<p>Objective/ purpose of the public authority</p> <p style="text-align: center;"><u>PDS</u></p> <p>To ensure distribution of Essential Commodities to a large number of people through a network of FPS.</p> <p style="text-align: center;"><u>Paddy Procurement</u></p> <p>To ensure minimum support price to the farmers as well as contributing Rice to the Central Pool Account.</p> <p style="text-align: center;"><u>Market Intelligence</u></p> <p>Monitoring of Prices and availability situation of Essential Commodities in the open market.</p> <ul style="list-style-type: none"> • It acts as running commentary on present price trend, availability situation of essential commodities in the market. • It acts as a support system to the decision making process in formulating policies. • Monitoring price and availability of essential commodities in open market through computer returns. • It takes action under E.C. Act against unscrupulous traders, profiteers, block marketers. • It makes available the market intelligence information to GOI, FCI, RBI etc. • It studies various economic forces, future market trade and to suggest market intervention to overcome scarcity or any abnormal situation for the benefits of the consumers of our state. <p style="text-align: center;"><u>Enforcement</u></p> <p>To enforce various provisions of Essential Commodities Act. and PBMS Act. in order to prevent artificial scarcity, abnormal price rise.</p> <p style="text-align: center;"><u>Legal Metrology</u></p> <ul style="list-style-type: none"> • to standardise Weights & Measures in the state • to ensure use of standard weights and measures <p style="text-align: center;"><u>Consumer Welfare</u></p> <ul style="list-style-type: none"> • establishment of Consumer Courts in the Districts and its smooth functioning • to redress the grievances of consumers • to create consumer awareness about their Rights under Consumer Protection Act. <p style="text-align: center;"><u>Quality Control</u></p> <p>To ensure supply FAQ quality food grains to the consumers distributed through Public Distribution Systems.</p>

2.2	Mission / Vision Statement of the public authority.	<ul style="list-style-type: none"> ➤ To ensure leakage-free Public Distribution System and maintenance of supply of essential commodities to consumers ➤ To ensure use of standardized weights and measures. ➤ To ensure protection of consumer rights. ➤ To ensure payment of minimum support price to farmers cultivating paddy.
2.3	Brief history of the public authority and context of its formation.	<p>The Government of Orissa established Supply & Transport Department on 4th February, 1943. The Department was kept on a temporary basis but after enactment of Essential Commodities Act on 1st April, 1955, this Department was declared permanent w.e.f. 11.9.1957. The Department has been maintaining supplies of Essential Commodities and securing their free and equitable distribution at fair price throughout the State. In the meantime the prices of foodgrains and essential commodities began increase to tackle the problems and for the interest of the General Public the Control of production, supply and distribution of the trade and commerce in certain commodities the Government have taken steps for time to time. The Supply departments were renamed as Food & Civil Supplies Department. The Consumers Protection Act come into force during the year 1986. After wards the Department has been renamed as Food, Supplies and Consumer Welfare Department.</p>
2.4	Duties of the public authority.	<ol style="list-style-type: none"> 1. Allotment of stocks of rice, wheat, sugar, edible oil, SKO and other Essential Commodities to different districts of the State. 2. Matters relating to enforcement of Essential Commodities Act and Control Orders. 3. All matters relating to Consumer Redressal Forum. 4. Policy matters relating to Public Distribution System and trade in specified essential commodities. 5. Implementation of legislation relating to legal metrology. 6. Marketing Intelligence on essential food stuff. 7. Quality Analysis of foodgrains. 8. Supervision and monitoring of PDS related programmes. 9. Supervision & monitoring of consumer awareness programmes and protection of consumer rights. 10. Control over the personnel under the Department.
2.5	Main activities/ functions of the public authority	<p>The function of this Department are as mentioned under the following heads.</p> <ol style="list-style-type: none"> 1. Procurement 2. PDS 3. Enforcement 4. Consumer Protection & Awareness 5. Quality Control. 6. Legal Activities 7. Market Intelligence

2.6	List of services being provided by the public authority with a brief write-up on them.	Supervision and monitoring of implementation of programmes and policy planning relating to the subjects assigned to the Department.
2.7	Organizational Structure Diagram at various levels namely State, directorate, region district, block etc (whichever is applicable).	Organisation structure given below...
2.8	Expectation of the public authority from the public for enhancing its effectiveness and efficiency	The Department expects the citizenry about their involvement and participation at different levels in making the Public Distribution system more transparent and effective.
2.9	Arrangements and methods made for seeking public participation/ contribution.	<p>Various committees are constituted such as State Consumer Protection Council, District Consumer Protection Council, BLAC, TLAC Retail Level Committees and DLAC where the public are to participate seeking their participation and contribution. The beneficiaries under the BPL, AAY and AY are selected in the Palli Sabha attended by the people of the village.</p> <p>A grievance redressal machinery is in place at the State, District and Block headquarters for redressing the grievances of the general public.</p>
2.10	Mechanism available for monitoring the service delivery and public grievance resolution.	The grievance handling is undertaken on every Saturday at the state headquarters. Besides there are arrangements for grievance redressal at field level.
2.11	Addresses of the main office and other offices at different levels. (Please categorise the addresses district wise for facilitating the understanding by the user).	Secretariat.
2.12	<p>Morning hours of the office :</p> <p>Closing hours of the office:</p>	<p>Working hours of the office 10.00 AM</p> <p>Closing hours of the office 5.00 PM.</p>

Food Supplies and Consumer Welfare Department
Organogram
Secretariat



Food Supplies and Consumer Welfare Department
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FIELD

