

FAX / POST  
TOP PRIORITY

Government of Odisha  
Supplies and Consumer Welfare Department

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No. 17237 FSCW, Bhubaneswar dated the 22.10.14  
EC-C-20/14

From:

Shri Madhusudan Padhi, IAS  
Commissioner-cum-Secretary to Government.

To

All Collectors.

Sub:-

Guidelines for constitution and functioning of the Block Level Advisory Committee (BLAC) / Town Level Advisory Committee (TLAC) - Amendment & substitution / incorporation of provision under para-1.1, 2, 4 & 5 of guidelines thereof.

Ref:-

This Department letter No.15132 dt.03.09.2011.

Sir/ Madam,

With reference to the above subject and above mentioned circular on constitution and functioning of the BLAC & TLAC, I am directed to say that it has been decided by the Government to include Sub-Collector of the subdivision as a member of both TLAC & BLAC and substitute / modify para-1.1, 2, 4 & 5 of the guidelines for the Block Level Advisory Committee / Town Level Advisory Committee as indicated below:-

**Composition of the Block Level Advisory Committee / Town Level Advisory Committee**

**Para – 1.1**

The Block Level Advisory Committee of TPDS will comprise the following members:-

- |      |   |                    |
|------|---|--------------------|
| i)   | Hon'ble MLA of the area concerned                                     | - Chairperson      |
| ii)  | Hon'ble MP of the area concerned or his / her representative.         | - Member           |
| iii) | <b>Sub-Collector of the subdivision</b>                               | - <b>Member</b>    |
| iv)  | Chairperson of Panchayat Samiti                                       | - Vice-Chairperson |
| v)   | One Panchayat Samiti Member (to be nominated by the Panchayat Samiti) | - Member           |

- vi) Two Sarpanchs (to be nominated by Collector) - Member
- vii) Four consumers of whom at least one shall be a Woman and one from SC/ST Community (to be nominated by Collector) - Member
- viii) One representative of a Voluntary Consumer Organization (to be nominated by Collector) - Member
- ix) Two representatives of Women Self Help Groups (other than PDS licensees) (to be nominated by Collector) - Member
- x) Marketing Inspector/ Inspector of Supplies - Member
- xi) Block Development Officer - Member Convener

### Para - 2

The Town Level Advisory Committee of TPDS will comprise the following members:-

- i. Hon'ble MLA of the local constituency - Chairperson
- ii. Chairperson of the urban local body - Member
- iii. Hon'ble M.P or his representative - Member
- iv. **Sub-Collector of the subdivision** - **Member**
- v. 2/4/5 ward councilors to be nominated by the urban local body concerned as follows - Member
  - (a) For ULBs with upto 16 wards - 2
  - (b) For ULBs with more than 16 & upto 20 wards - 4
  - (c) For ULBs with more than 20 wards - 5
- vi. One representative of a Voluntary consumer organization to be nominated by the Collector - Member
- vii. One representative of women self help group (other than PDS Licensee to be nominated by the Collector) - Member
- viii. Three consumers of which at least one shall be a woman & one from ST / SC Community - Member
- ix. ACSO concerned - Member
- x. Inspector of Supplies - Member
- xi. ARCS - Member
- xii. Executive officer of urban local body - Member Convener

In case the area of the urban local body falls in the jurisdiction of more than one Legislative Assembly Constituency the Hon'ble MLA of the Constituency having the highest population in the ULB shall be the Chairperson of the TLAC and the other Hon'ble MLAs (or their representatives) shall continue as members of the TLAC.

**Para - 4****Procedure for conducting meeting of the committees:-**

As there will be more than one Block & ULB in a subdivision, it may not be possible to convene the meeting of BLAC / TLAC on fixed days in every quarter on 2<sup>nd</sup> Mondays of January, April, July & October of every year as has been instructed earlier. **Instead, the meeting of BLAC/TLAC shall ordinarily be held in the 1<sup>st</sup> week of the every quarter of the year i.e., 1<sup>st</sup> week of January, April, July & October every year. So that Sub Collector can attend meetings there. Chairpersons of BLAC & TLAC may kindly fix the dates for holding the quarterly meeting in consultation with Sub Collectors to avoid dislocation.** Official conveners of these committees should give information for holding of such meeting indicating venue, time & date to all the members well in advance. In case of absence of the Chairperson, the Vice Chairperson may chair the meeting. **If both are absent, the members present alongwith the convener may hold the meeting by selecting one member amongst the members present to act as Chairperson.** The minutes of the meetings may be issued within 10 days of holding of such meetings. The minutes of these meetings must also be sent to **Collector & the Department** and be given wide publicity through print electronic media, websites etc. to bring transparency & openness in the functioning of PDS. The Sub-Collector & the District Collector shall ensure that the Block/ Town Level Advisory Committee are functional. **All complaints regarding function of PDS may be enquired by a Subcommittee of the BLAC or TLAC and discussed in the next meeting for further action.**

**Para- 5****Functions & Powers of the Block / Town Level Advisory Committees**

**Under this Para another sub para as 5(v) is incorporated as follows:**

**Para- 5(v)**

**Any allegation as to irregularities in distribution of essential commodities under PDS or any other matter concerning to PDS shall be probed into by the Advisory Committees by forming sub-committees. The report / decision if any taken there of shall be referred to the concerned licensing authorities for taking appropriate action in the matter.**

All other provisions issued earlier shall continue to remain in force.

You are therefore requested to please take action in consonance with the aforesaid provisions of the revised / modified guidelines on Advisory Committees compliances thereof may be intimated to the undersigned on regular basis.

Yours faithfully,

M. G. Mohan  
22/10/2014

Commissioner-cum-Secretary to Government.

FAX

Memo No- 17238 dt- 22.10.14

Copy forwarded to all RDCs/ Chief Administrator KBK, Koraput for information and necessary action. They are requested to kindly review the progress in identification of additional beneficiaries, during their field visit.

M. G. Mohan  
22/10/14

Commissioner-cum-Secretary to Government

Memo No- 17239 dt- 22.10.14

Copy forwarded to P.R Department / Housing & Urban Development Department / Finance Department / Revenue & D.M Department / Women and Child Development Department / P & C Department/ ST & SC Development Department / Parliamentary Affairs Department for information and necessary action.

M. G. Mohan  
22/10/14

Commissioner-cum-Secretary to Government

FAX

Memo No- 17240 dt- 22.10.14

Copy forwarded to Managing Director, Odisha State Civil Supplies Corporation Limited, Bhubaneswar for information and necessary action.

M. G. Mohan  
22/10/14

Commissioner-cum-Secretary to Government

FAX

Memo No-

17241

/ dt-

22.10.14

Copy forwarded to Joint Secretary to Government of India, Ministry of Consumer Affairs, Food and PD, Krishi Bhawan, New Delhi- 110001 for information.

M.G.R.M.  
22/10/14

Commissioner-cum-Secretary to Government

Memo No-

17242

/ dt-

22.10.14

Copy forwarded to Commissioner-cum-Secretary to C.M/ P.S to Minister F.S. & C.W./ OSD to Chief Secretary for kind information of Hon'ble Chief Minister / Hon'ble Minister, Food Supplies and Consumer Welfare / Chief Secretary, Odisha.

M.G.R.M.  
22/10/14

Commissioner-cum-Secretary to Government

FAX

Memo No-

17243

/ dt-

22.10.14

Copy forwarded to all Civil Supplies Officers / All Sub-Collectors / A.D.M., Bhubaneswar, Cuttack, Rourkela, Berhampur / all BDOs / All Executive Officer of Municipalities / NACs/ All Commissioners of Municipal Corporations for information and necessary action.

M.G.R.M.  
22/10/14

Commissioner-cum-Secretary to Government

Memo No-

17244

/ dt-

22.10.14

Copy forwarded to all officers of Food Supplies and Consumer Welfare Department / EC Section/ Finance & Budget Section/ F.S-I & II Section / Audit Section/ Consumer Welfare Section / M.I Section / I.M.U Section / Enforcement Section / website (Sri A. Prusty, Sr. DEO) / Guard file (10 copies) for information and necessary action.

M.G.R.M.  
22/10/14

Commissioner-cum-Secretary to Government