

CIRCULAR

O/o. MEPMA, 4th floor, 640,
AC Guards, Hyderabad.

C.No. MEPMA-SMID/GNRL/9/2018

Date: -08-2019

Sub: MEPMA – SM& ID – Free distribution of Bathukamma Sarees 2019 with Blouse to women aged above 18 years enrolled under Food Security Card and Anthyodaya Anna Yojana including Minorities in all districts of Telangana State – Certain guidelines from TSHWCS – Communicated for necessary action – Reg.

Ref: Do Lr. No. TSCO/CO/LS/BS2019/1170, Dated: 20.08.2019 of the VC & Managing Director, TSHWCSL, Hyderabad.

I invite kind attention of the Addl. Commissioner, UCD, GHMC, all the Project Directors of MEPMA and Municipal Commissioners to the subject cited. The VC & Managing Director/PIC, Telangana State Handloom Weavers Cooperative Society Ltd, Hyderabad have issued certain guidelines for distribution of Bathukamma Sarees to the Women aged above 18 years enrolled under Food Security Card and Anthyodaya Anna Yojana Card including Minorities in all districts.

In view of the above, the guidelines issued by Telangana State Handloom Weavers Cooperative Society Ltd, Hyderabad are hereby communicated for taking necessary action.

Encl: Guidelines issued by TSHWCSL, Hyderabad

For Addl. Mission Director

To

The Addl. Commissioner, UCD, GHMC.
All the Project Directors of MEPMA.
All the Municipal Commissioners of Telangana.

Copy submitted to Mission Director, MEPMA for kind information.

Signature valid

Digitally signed by DASARI
JOHN SAMSON
Date: 2019.08.30 11:09:05 IST
Reason: Approved

Receipt No : 396875(1)/2019/JA TPL MEPMA

SHAILAJA RAMAIYER, I.A.S.
VC & Managing Director / PICTelangana State Handloom
Weavers Cooperative Society Ltd.,3-5-770, Weavers Bhavan
Narayanaguda, Hyderabad - 500 029.

DO Lr.No.TSCO/CO/LS/BS'2019 / 1170

Date.20.08.2019

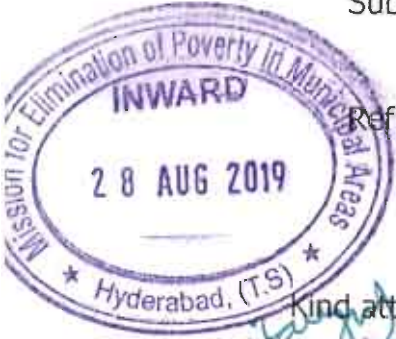
To
All the District Collectors, T.S.,
The Commissioner, GHMCSub:TSCO – CO – Livery Section – Free Distribution of Bathukamma
Sarees'2019 with Blouse to the Food Security Card Holders –
Guidelines for Distribution of Sarees – Regarding.Ref:-1. G.O. Rt.No.17, dt.29.01.2019 received from Prl. Secretary to Govt., &
CIP (FAC), Ind. & Com. (Tex.) Dept., T.S., Hyderabad.
2. D.O. Lr. No. TSCO/CO/LS/BS'2019, dt.19.06.2019 addressed to
the all District Collectors & Commissioner, GHMC.

Kind attention is invited to the subject and references cited.

In continuation of the letter under references 2nd cited, it is to inform that, the
following guidelines are issued for necessary action for distribution of Bathukamma
Sarees'2019 to the women aged above 18 years enrolled under Food Security Cards
in 33 Districts of Telangana State:

- District Level Godowns:** The dispatches of Bathukamma Sarees have already commenced to the District level Godowns recommended by you. One officer must be made responsible and kept as In-charge for the Godowns for receiving the stocks from the TSCO and distribution of the stocks to Village points under proper acknowledgments. One copy of acknowledgment is to be retained by Godown In-charge, one to be given to vehicle driver intended to be handed over to Marketing Officer, Livery Division, TSCO. TSCO will ensure that all required Sarees are delivered to District Godown points well in advance prior to the commencement of distribution to the Women Beneficiaries at Village / Ward Level and the dates will be intimated soon. The **Project Director, DRDA** of your District may be made the overall incharge for Mandal-wise / Village-wise stock distribution & acquittance collection.

The concerned godown In-charges / Officers may be instructed to maintain proper record / register of Bathukamma Sarees Stock while receiving from Processing Mills, Dispatching to the Villages, taking back the undistributed Sarees from Village Level & sending the balance stock to TSCO, for the purpose of Audit to be conducted by Finance Department. Further, at Village level, the deceased, migrated & other unavailable beneficiaries have to be identified and accordingly, the undistributed Sarees have to be sent back to the District Level Godowns by **dt.15.10.2019**, which in turn are to be



SMC (Charitable)

SMC (Charitable)

TO Commissioner

SM

SM

28/8/19

consolidated and handed over to TSCO by **dt.20.10.2019**, duly maintaining all the records related to distribution of Sarees and expenditure incurred. ~~There should be no shortfall of Sarees and due reconciliation of acquittances~~ & balance stocks must be undertaken at every level before handing over to TSCO by dt.20.10.2019.

2. **Identification of Village Level Godowns:** The Village level Godowns may be identified out of the Government buildings available in the village such as Schools, Anganwadi buildings and Community Halls etc and the building should be pest free and with adequate safety precautions and nearer to the Fair Price Shop of the village. Storing stocks in Fair Price Shop should be avoided. The Godown in-charge for each village godown must be a Government servant nominated by the District Collector who shall be responsible for the **stocks & records** and making proper distribution to the eligible beneficiaries under proper acquittance on the printout of the Civil Supplies acquittance form. The District Collectors are requested to finalize the route plans for distribution from District Godown to village Godowns much in advance of distribution dates.
3. **Beneficiaries List:** All Women aged above 18 years enrolled under White Ration Card (Food Security Card) must be given Sarees including Minorities. Village wise beneficiaries list may be obtained from the District Civil Supplies Officer as per the link enables in **ePDS** for all 33 districts. The link enable will be available between 10.09.2019 to 20.09.2019 only. Hence it is requested to take printout between these days.

Further, the District Collectors are requested that they may constitute a Committee with the following members with responsibility of distribution of Bathukamma Sarees. One District Level Senior Officer like P.D.D.R.D.A. etc. may also be kept as Nodal Officer to supervise the distribution of Sarees.

At Village Level:

- 1) Panchayat Secretary/VRO.
- 2) Office bearers of village organisation i.e., Mahila Sangam.
- 3) Dealer of Fair Price Shop.

In Urban Areas:

- 1) Bill Collector of the Ward.
- 2) Office bearers of the Ward i.e., Mahila Sangam.
- 3) Dealer of the Fair Price Shop of the Ward.

Training/ Orientation Programme may be arranged Fair Price Shop wise, 4-5 days earlier, on identification of Beneficiaries with Aadhaar Card and obtaining

the acknowledgement and forwarding the same to PD, DRDA for record purpose. The Women above 18 yrs age group covered in the **Anthyodaya Anna Yojhana Card** are also eligible under this Scheme along with the Food Security Card Holders.

The Sarees are packed in plastic bundles, each bundle consisting of 160 individual Sarees with running Blouse. Each Saree with running Blouse is packed in a Polythene cover with a size of 9x16 inch. The 160 sarees will be in different colours along with blouse piece. Proper care is to be taken in distribution of sarees to avoid similar colours in the same Village.

4. **Acquittance:** As already mentioned under Sl.No.3 above, the acquittance list may be downloaded from ePDS between **dt.10.09.2019 & dt.20.09.2019** for which the Commissioner, Civil Supplies has been addressed in the matter. The Fair Price Shop wise list is based on Food Security Card number serial order and hence identification of the beneficiary should be done based on the FSC number. The District Collectors are requested to give wide publicity to the beneficiaries to bring Food Security Cards number slip and the Aadhar ID proof for collection of the Saree. However, if the beneficiary is unable to bring Aadhar ID for any reason, any other photo ID proof or any other ID as accepted by Election Commission for voting purpose may be accepted for identification and should be recorded in the acquittance at the time of distributing the Saree. In case the eligible female member is unable to come and collect her Saree during distribution dates her Husband or Mother / Father only may collect it. Only one Saree can be collected in such a situation and bulk distribution to proxies in any distribution centre should not be allowed and all distribution staff warned not to allow such activities. All Women beneficiaries should give her acquaintance by putting Signature / Thumb Impression under the column specified for the purpose while taking the Saree. The District Collectors are requested to set up distribution counters Fair Price Shop wise, in a mode similar to elections. The following activities require an employee to whom the task is to be assigned in the distribution counter:

- Identification of S.No. of FSC Card number produced by beneficiary in Acquittance list.
- Verification of her identity by way of Aadhaar / other ID proof.
- Giving her the Saree
- Taking her acquittance
- Overall incharge for distribution counter, who will be responsible for handing over all acquittances and stock back to District Godown in-charge after final distribution.

If there are large no. of beneficiaries in the Fair Price Shop, the District Collectors may consider to open more than one distribution counter for that Fair Price Shop.

Further, it is to inform that random sample inspection of these sarees for quality has been undertaken by TSCO. However, while this takes care of the general quality of the sarees, there is a possibility of some saree with major defects (upon visual inspection) received by a beneficiary (eg.cuts, holes, tearing and big stains). In such case, District Collectors may maintain a separate list of such sarees and send back the same to TSCO for further action at our end. Further, the saree may be exchanged and another piece given to the beneficiary.

Collector Nominee: The Collectors has to appoint his / her nominee as village level Godown Incharge making him / her responsible for Proper distribution of sarees to the eligible beneficiaries who shall take acquittance from the beneficiaries and hand it over to the Project Director, D.R.D.A / Municipal Commissioner, who are responsible for storing them for record purpose.

5. **Transportation:** The local transporters may be engaged for transportation of the Sarees from the District Godown to Village level Godown by involving District Civil Supplies Officer / District Manager, Civil Supplies Corporation / Road Transport Officer for rate negotiation and smooth transportation. The transportation charges from District Godown to Village Level godown shall be paid by District Collectors from own funds and seek reimbursement from TSCO, to the extent of actual cost of transport subject to a maximum of **Re.1/-** per saree including hamali, loading and unloading charges, all incidental expenses and GST, irrespective of destination distance and requested not to exceed this cost as it is maximum. Further, Rs.2.00 Lakh as advance to each District will be released soon.
6. **Village level distribution:** Distribution shall be arranged Fair Price Shop Wise at prominent places in the village. The Collector's Nominee is responsible for proper distribution to the eligible women. More than one distribution counter may be opened in the same premises based on the Fair Price Shop wise beneficiaries list to avoid long queues of beneficiaries, crowd situations and stampede. Adequate publicity may be given to the beneficiaries on the venue and time of distribution.

7. The Commissioner GHMC has to arrange for distribution of Bathukamma Sarees in erstwhile Municipal Corporation of Hyderabad jurisdiction contiguous with Hyderabad District. The Commissioner, G.H.M.C., may take assistance of District Collector, Hyderabad and Chief Rationing Officer, Hyderabad to undertake distribution of Bathukamma Sarees. Further the Commissioner, G.H.M.C. /Chief Rationing Officer, Hyderabad is requested to examine the use of bio-metric acquittance for G.H.M.C., area in consultation with Commissioner, Civil Supplies. The Distribution of Sarees in other GHMC areas is the responsibility of concerned District Collectors i.e., Medak, Sangareddy, Rangareddy, Medchal. The Deputy Commissioners, GHMC of the circles pertaining to these four Districts may provide all assistance of manpower and logistical coordination in their jurisdiction to the District Collectors concerned.
8. The District Collectors may consider to form Mandal level / constituency level teams for proper supervision and ensuring smooth distribution of sarees.
9. VVIPs / VIPs like Hon'ble Ministers, Hon'ble MPs, Hon'ble MLAs, Hon'ble MLCs & other Public Representatives are to be involved in the distribution programs.

Yours


(Shailaja Ramaiyer) 20/2/19

- Copy to Chief Secretary, Govt., of Telangana – for information.
- Copy to Principal Secretary, Ind. & Com. (Tex.) Department, Govt., of Telangana – for information.
- Copy to Prl. Secretary, CMO, Govt., of Telangana – for information.
- Copy to Commissioner, Civil Supplies Dept., T.S., Hyderabad – for information and necessary action.
- Copy to Director, H&T, T.S., Hyderabad – for information.
- Copy to the Director, Municipal Administration & Urban Development – for necessary action.
- Copy to Chief Executive Officer., SERP, Hyderabad, Govt., of Telangana – for information and necessary action.
- ✓ Copy to Mission Director, MEPMA, Hyderabad, Govt., of Telangana – for information and necessary action.
- Copy to the Asst. Directors, (H&T), T.S. – for necessary action.
- Copy to Marketing Officer, Livery Division, Secunderabad – for information & necessary action.

Annexure-1**Daily Progress Report on Distribution of Bathukamma Sarees'2019**(To be sent to livery.co.tSCO@gmail.com)

District: _____

Date: _____

Total No. of Beneficiaries in the District: _____

S.No.	Name of Mandal/Municipality	Total Sarees Received	No. of Sarees Distributed on Dt. _____	Total No. of Sarees Distributed so far (cumulative)	Balance Sarees
1	2	3	4	5	6
Total					

Annexure-2**Stock Receipt and Dispatch Register**

(To be maintained at District Godown point)

District :

Godown :

Stock Receipt Details :

S.No.	Date	Stock Received (No. of Sarees)	Lorry No., Driver Name and Mobile No.	Godown Incharge Name and Mobile No.	Sign of the Godown Incharge
1	2	3	4	5	6

Stock Dispatch Details :

S.No.	Date	No. of Sarees dispatched	Dispatched Point	Name and Mobile No. of Stock receiver	Sign/Acknowledgement of Stock receiver	Sign of the Godown Incharge
1	2	3	4	5	6	7

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Annexure-3 (Model Proforma to be downloaded from ePDS Website)Government of Telangana

Bathukamma Sarees Distribution details and Acquittance – September / October 2019

District: _____

Mandal/Municipality: _____

FP Shop No: _____

Sl. No.	Ration Card No.	Address	Name of the Beneficiary	DoB	Age	Type of ID (Preferably Aadhaar)	ID Number	Mobile No. of Beneficiary	Signature /Thumb impression of the Beneficiary with date	Remarks to be noted in case, the Sarees is not distributed
1	2	3	4	5	6	7	8	9	10	11

Signature of the Distribution Incharge

Abstract of Distribution

Total Sarees received	
Total Sarees distributed	
Total Sarees to be returned	

Instructions: For all the cases, where distribution is not done, relevant entry must be made in column No.11

Signature of the Distribution Incharge

Name:

Designation:

Office:

Mobile no.