

No.4-6/2018-BP-II(pt.)  
Government of India  
Ministry of Consumer Affairs, Food and Public Distribution  
Department of Food and Public Distribution

Krishi Bhawan, New Delhi  
Dated the 13<sup>th</sup> February, 2020

To

The Principal Secretaries / Secretaries  
Department of Food & Civil Supplies  
All State Governments / Union Territory Administrations

**Subject: Allocation of foodgrains under Welfare Institutions and Hostels Scheme – review thereof.**

Respected Sir / Madam,

I am directed to say that Department of Food & Public Distribution has been making allocation of foodgrain to States/UTs for Welfare Institutions and SC/ST/OBC Hostels in terms of its Scheme "Allocation of Foodgrain under Welfare Institutions & Hostels Scheme" that has been revamped with effect from 01.09.2017 and subsequently reviewed on 19.03.2019. Now, in continuation of the schematic document dated 01.09.2017 (copy enclosed), it has been decided with the approval of the Competent Authority to make allocation of foodgrain under the Scheme beyond 2019-20 as well. The following has further been decided with effect from 1<sup>st</sup> April, 2020:

1. The allocation of foodgrain under "Allocation of Foodgrain under Welfare Institutions & Hostels Scheme" will be made to States/UTs in respect of Welfare Institutions & SC/ST/OBC Hostels that are **aided/sponsored by States/UTs** in addition to Welfare Institutions & SC/ST/OBC Hostels owned/run by State Govts/UT Admns or Administrative Ministries of Government of India;
2. Institutions/hostels should be vetted/recognized by State Govt's/UT Admn's line Departments namely Social Justice/Social Welfare/Tribal Departments, as the case may be and these must be receiving assistance from States Governments for their operation;
3. Hostels/institutions should not charge any fee from the beneficiaries/inmates for food;
4. As per existing guidelines, in case of hostels, 2/3<sup>rd</sup> hostellers should belong to SC/ST/OBC category, however, all the hostellers of such hostels will be eligible to receive foodgrains;
5. The allocation of foodgrain under the Scheme will be subject to uploading of the details of beneficiary institutions and hostels complete in all respects in the **prescribed proforma enclosed**, by the States/UTs on their respective portals;
6. The nature of management of the hostel/institution along with number of inmates in the respective hostel/institution should invariably be mentioned in the proposal;
7. The proposals under the Scheme complete in all respects should be sent to this Department well in time, i.e. at least one month in advance of the half year for which allocation is requested;

8. Accounts of such hostels/institutions would be available for audit by Indian Audit and Accounts Department as per GFR 316;
9. The proposal for allocation of foodgrain to such hostels/institutions may be routed through Central Govt line Ministries/Departments namely Social Justice / Tribal Affairs;
10. Other terms and conditions as mentioned in the schematic document dated 1-Sept-2017 will remain the same.

2. Receipt of this letter may kindly be acknowledged.

Encl: As above.

Yours faithfully,



(K. Roy Varghese)

Under Secretary to the Government of India  
011-23382504

Copy to:

1. Secretary, Ministry of Social Justice & Empowerment, Government of India, New Delhi.
2. Secretary, Ministry of Tribal Affairs, Government of India, New Delhi.
3. Chairman-cum-Managing Director, Food Corporation of India, New Delhi.
4. GM (Sales), FCI, New Delhi.

**Allocation of foodgrains under Welfare Institutions and Hostels Scheme**

Name of the State/UT \_\_\_\_\_

Period for which allocation of foodgrains is sought \_\_\_\_\_

Link of the portal where data has been uploaded \_\_\_\_\_

Name & Address of the hostel/ institution	Contact details/ year of establishment	No. of inmates			Whether criterion of 2/3 <sup>rd</sup> SC/ST/OBC hostellers met	Nature of management (Govt. owned/run or aided/ sponsored)	Whether institution/ hostel vetted/ recognised by State Govt's line Department (viz Social Justice/ Welfare/ Tribal Deptt)
		Total capacity	Present strength	In case of hostel, no. of SC/ST/OBC students			

No.9-5/2014-BP-II  
Government of India  
Ministry of Consumer Affairs, Food & Public Distribution  
Department of Food & Public Distribution

Krishi Bhawan, Rafi Marg,  
New Delhi – 110 001  
Dated – September 1, 2017

**Subject: Allocation of foodgrains under Welfare Institutions and Hostels Scheme**

With a view to meeting the requirement of Welfare Institutions viz. Charitable Institutions such as beggar homes, nari-niketans and other similar welfare institutions, sponsored by State Governments/Union Territory Administrations, that are not covered under TPDS or under any other Welfare Scheme, additional allocation of foodgrains (rice and wheat) is made to States/UTs. Similarly, the scheme for allocation of foodgrain at subsidized rates to the residents of SC/ST/OBC Hostels, whether public or private including residential schools for them, was introduced primarily to ensure adequate standards of nutrition in institutions meant for the welfare and development of weaker sections of the society. The allocation of foodgrain to the hostels are made subject to the condition that 2/3<sup>rd</sup> of the inmates should belong to the SC/ST/OBC community.

2. Allocation of foodgrain under these schemes is made by the Department of Food & Public Distribution on the basis of the requests received from the States/UTs and subject to submission of Utilization Certificates of the past years. However, detailed norms and criteria for the allocation of foodgrains are not in place. States/UTs do not furnish details of the institutions like criteria for their selection, inmate strength therein etc. and in the absence of the requirement of their proposals to be routed through any Central Ministry, the Department of Food & Public Distribution has no source of information on the monitoring and utilization of the allocations made.

3. In order to ensure that the allocation of foodgrain under these schemes is as per the defined parameters and in a transparent manner so that only genuine institutions/beneficiaries can avail the benefit of the scheme, there is an urgent need to revisit the existing policies. In view of this, it has been decided that:

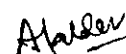
- (i) Both the schemes i.e. Welfare Institutions Scheme and SC/ST/OBC Hostels Scheme be clubbed together into a single scheme i.e. Welfare Institutions & Hostels Scheme.
- (ii) The criteria of eligibility of the Institutions shall be decided by the States/UTs themselves and notified prominently on their respective websites.
- (iii) The categories to be included under the scheme and eligibility criteria for inclusion of the beneficiaries in the scheme should be decided by the State Governments/UT Administration and also be notified prominently on the website of the concerned State Government/UT Administration.
- (iv) The Institutions/Hostels that are allocated subsidized foodgrains should be registered with the concerned State Government/UT Administration.
- (v) The State Governments/UT Administrations will also be required to display prominently the list of identified eligible institutions/hostels on their respective portals as is done in the case of NFSA beneficiaries.
- (vi) The list of institutions should include Registration Number, complete address, telephone no., e-mail ID, capacity of the institution, strength of the institution on the day of reporting (to be reviewed periodically), date on which it came into existence. The proforma is attached at Annexure-I.
- (vii) Allocation of foodgrains will be made to the SC/ST/OBC Hostels in which atleast 2/3<sup>rd</sup> of the residents/students belong to SC/ST/OBC community. However, all the resident

students, including those who belong to other categories will be entitled to receive the foodgrains.

- (viii) The scale of issue of wheat and rice (to be decided on the basis of food habits in different areas) will be as per the nutrition requirements of the residents, subject to a maximum of 15 kg per resident per month. State Government/UT Administration shall clearly provide the reasons for proposing the foodgrain mix and nutritional requirement.
- (ix) The Central Issue Price for allocation of foodgrain under the proposed scheme will be at BPL rates in force for the period of allocation.
- (x) 5% of the erstwhile annual BPL allocation under erstwhile TPDS shall be available for allocation under the scheme (*Annexure-II*). This limit will be computed at the national level and a State in need of allocation higher than 5% of the erstwhile annual BPL allocation under erstwhile TPDS may be allowed that as long as the ceiling of 5% at the national level is not exceeded. This will help the States/UTs having larger number of eligible institutions.
- (xi) The periodicity of supply of foodgrains to States/UTs under this scheme will be bi-annual. Every year in the month of February and August, the respective State Government/UT Administration will intimate to the Department of Food & Public Distribution their requirement of foodgrains in advance for the next half of the respective year i.e. April-September and October-March.
- (xii) A proposal for enhancement of allocation under the proposed combined scheme will be further subject to the condition that the average annual offtake of three years preceding the introduction of the scheme was more than 90%.
- (xiii) Revalidation of lapsed quantity of foodgrains will not be entertained except in rare and exceptional cases and subject to valid justification.
- (xiv) Utilization Certificates in the prescribed form GFR-12-C (GFR 2017) (*Annexure-III*) in respect of foodgrains utilized by the State/UT for the corresponding previous half year must be displayed on the web portal of the respective State/UT, failing which no foodgrain allocation will be made for the corresponding intended half year under this scheme.
- (xv) There should be regular periodical audit of the Scheme at State/UT level and the State Government/UT Administration must submit this Audit Report for the period it was completed along with the Utilization Certificates.
- (xvi) Detailed modalities adopted by the State Government/UT Administration for the implementation of the scheme should also be intimated to Department of Food & Public Distribution.
- (xvii) The States/UTs may give wide publicity to the scheme in their respective State/UT so that the benefits accrue to all the eligible beneficiaries.

4. This issues with the approval of Union Minister for Consumer Affairs, Food & Public Distribution.

Yours faithfully,



( Asit Halder )

Under Secretary to the Government of India  
Tel.No.23382504

To

Principal Secretaries/Food Secretaries  
All State Governments / Union Territory Administrations



## Annexure-II

S No	STATE/UT	5 % of BPL + AAY Allocation (Qty MT)
1	ANDHRA PRADESH	49757.400
2	ARUNACHAL PRADESH	2074.800
3	ASSAM	38545.800
4	BIHAR	136989.600
5	CHHATTISGARH	39381.000
6	DELHI	8589.000
7	GOA	582.000
8	GUJARAT	44522.400
9	HARYANA	16569.600
10	HIMACHAL PRADESH	10794.000
11	JAMMU & KASHMIR	15454.200
12	JHARKHAND	50274.600
13	KARNATAKA	65713.800
14	KERALA	32630.400
15	MADHYA PRADESH	86623.800
16	MAHARASHTRA	137215.200
17	MANIPUR	3486.600
18	MEGHALAYA	3843.000
19	MIZORAM	1428.000
20	NAGALAND	2604.000
21	ORISSA	84852.600
22	PUNJAB	9826.800
23	RAJASTHAN	51051.000
24	SIKKIM	912.000
25	TAMIL NADU	102118.800
26	TELANGANA	35561.400
27	TRIPURA	6195.000
28	UTTARAKHAND	10458.600
29	UTTAR PRADESH	224259.000
30	WEST BENGAL	108763.200
31	A & N ISLANDS	283.200
32	CHANDIGARH	219.000
33	D & N HAVELI	361.200
34	DAMAN & DIU	84.000
35	LAKSHADWEEP	63.000
36	PUDDUCHERRY	1755.600
	<b>Total</b>	<b>1383843.60</b>

Format for furnishing bi annual Utilization Certificate on distribution of foodgrains allocated by the Government of India from Central Pool for the period ending 31<sup>st</sup> March and 30<sup>th</sup> September, every year

### UTILIZATION CERTIFICATE

This is to certify that during the ( halfyear ), ( quantity ) tons of foodgrains was allocated by Government of India for distribution under Welfare Institution and Hostels Scheme and the same distributed to the beneficiaries as follows:-

(Figures in tons)

Commodity	Allotment made by the Government of India	Quantity lifted by the State Govt.	Unlifted Quantity out of the allotted quantity (col.2-col.3)	Quantity distributed	Balance quantity out of the lifted quantity (col.3-col. 5)	Reasons for unlifted/ undistributed quantity if any
1.	2.	3.	4.	5.	6.	7.
Rice						
Wheat						
Total						

Signature \_\_\_\_\_

Name of the officer \_\_\_\_\_

[to be signed by Secretary (Food) of the State / UT]

Date \_\_\_\_\_

Place \_\_\_\_\_