

**GOVERNMENT OF ANDHRA PRADESH  
FOOD & CIVIL SUPPLIES DEPARTMENT**

Office of Commissioner of  
Civil Supplies, Vijayawada, A.P.

**FCS02-IT21027/1/2022-AD.IT-CCS**

**Date: 12/04/2022**

**CIRCULAR**

**Sub:** Civil Supplies – Implementation of DBT in PDS Rice distribution on Pilot basis for Non NFSA Cards in 05 Municipalities in 05 Districts – Circular Instructions issued – Reg

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With the aim of reforming Government delivery system by re-engineering the existing process in welfare schemes for simpler and faster flow of information/funds and to ensure accurate targeting of the beneficiaries, Government has decided to introduce direct benefit transfer of cash under PDS so as to bring efficiency, effectiveness, transparency and accountability in the PDS. It was decided to launch the DBT in Municipal areas of Anakapelli, Visakhapatnam, Kakinada, West Godavari and Nandyala districts on pilot basis.

Collectors (CS) of above mentioned districts are hereby informed that, implementation of DBT in PDS Rice distribution on Pilot basis for Non NFSA Cards will be launched in the following 04 Municipalities:

<b>Sl.No</b>	<b>District</b>	<b>Municipality Selected</b>
1	Visakhapatnam	Gajuwaka Municipal area under GVMC
2	Anakapelli	Anakapelli Municipal area under GVMC
3	Kakinada	Kakinada Municipality
4	West Godavari	Narsapuram Municipality
5	Nandyala	Nandyala Municipality

In regard of the above, for smooth launching and implementation of DBT, the following instructions are issued:

**Operating process for Direct Benefit Transfer:**

1. Training shall be imparted to Volunteers on usage of DBT mobile application.
2. Local Meeting shall be organized with all stake holders and public representative concerned for explaining about advantages of the scheme.
3. Awareness shall be created among the Rice Card holders about the benefits of DBT.
4. Verification of Aadhaar with bank account linking status of Rice card holders.
5. Consent forms shall be provided to the volunteers for obtaining consent from the card holder with Signature of HoF on the Consent Form. **(Copy Enclosed)**
6. Volunteers shall play the Voice over provided in the Mobil app for explaining the Rice Card holders about the benefits.
7. Processing of application through Mobile app by uploading the physically signed Consent form.
8. VROs have to Scrutiny of Application submitted by the volunteer in the

mobile app. After scrutiny eligible applications has to be pushed to Tahsildars logins..

9. Finally Tahsildars has to verify and approve the consent given by the card holder and generate Proceedings with Digital Signature.

**General:**

1. Awareness shall be created among the rice Card holders that, because of the DBT no card will be cancelled.
2. Transfer of Direct benefit of cash under PDS is applicable only for Rice. Other commodities shall be distributed in regular process.
3. A signed consent form is valid only for a period of three months only.
4. Reversible option has been provided to opt out from the scheme if in case the Rice card holder desires to withdraw from DBT scheme.
5. If any NFSA card holders desires to Opt in to the DBT scheme his / her card will be shifted to the Non NFSA Card as per the consent given and will be included in the scheme list.

**Roles and Responsibilities:**

<b>Officer</b>	<b>Responsibility</b>
NIC Team	Training to District Administration, Technical Support and Handling of Technical Issues.
DPMU	Training to Master Trainers and assisting in resolving of Technical Issues.
Volunteer	Creating awareness about the scheme and Submission of application by obtaining Physical sign on consent forms
VRO	Application Scrutiny and processing in ePDS Login
Tahsildars	Final Confirmation of Applications in ePDS Login
District Civil Supply Officers / Assistant Civil Supply Officers	Handing over of Blank Consent Forms to Volunteers and Monitoring of Work progress at each level.
Collector (CS)	Over all Monitoring

**TIMELINES:**

<b>Date</b>	<b>Work to be attended</b>
<b>April 13<sup>th</sup></b>	Training to DPMU's / Master Trainers in the district along with DSO and ASO
<b>April 16<sup>th</sup></b>	Training to the Filed Functionaries by the DPMU's / Master Trainers about download and installation and registration in the Mobile App
<b>April 18<sup>th</sup> to 22<sup>nd</sup></b>	Volunteers has to approach the card holders for explaining about DBT and collecting of Consent Forms and processing of application through mobile Apps
<b>April 23<sup>rd</sup></b>	Scrutiny of received applications by the VRO concerned in the ePDS login and forwarding the applications to tahsildar login for final confirmation.
<b>April 25<sup>th</sup></b>	Final approval of applications by the Tahsildar concerned.

The Collector (CS) of concerned districts are requested to gear up the field functionaries, properly monitor without rooming any adverse criticism from the Card Holders, Public Representatives and also from media and to submit progress reports on Implementation of the scheme to this office on daily basis.

M Girija Shankar I A S  
**Commissioner of Civil Supplies**

The Collector (CS) of Anakapelli, Visakhapatnam, Kakinada, West Godavari and Nandyala districts

The Director, GS/WS Department with a request to issue suitable instructions to the concerned

Copy to

The District Supply Officers of Anakapelli, Visakhapatnam, Kakinada, West Godavari and Nandyala districts

The VC & Managing Director, APSCSCL.