

**OFFICE OF MINISTER OF FOOD & CIVIL SUPPLIES,
ENVIRONMENT & FOREST AND ELECTION,
GOVT. OF NCT OF DELHI
8TH LEVEL, 'A' WING, DELHI SECRETARIAT, NEW DELHI-110002.**

No.MoF&SEFE/2017/ 30-34

Dated: 03.1.2017

ORDER

The Transaction of Business of Government of NCT of Delhi Rules, 1993 (TBR), Rule 17 states that:


"Every Monday or if it is a holiday, on the next working day, the Secretary shall submit to the Minister-in-charge a statement showing the particulars of important proposals or matter disposed of in the Department by the Minister and the Secretary and the other officers during the preceding week. A copy of the said statement shall be simultaneously submitted to the Hon'ble Lt. Governor and the Hon'ble Chief Minister."

Accordingly, it is hereby directed, under rule 17 of the Transaction of Business of Government of NCT of Delhi Rules, 1993 (TBR), that the concerned Administrative Secretary shall submit a statement indicating the current status of **important proposals/matters** related to his/her department, the progress made during every week, the expected timeline by which the same will be achieved and also the constraints and coordination which may be required.

Further, for long-term projects whose expected completion time exceeds one month, each project shall be broken into important sub-projects/milestones and timeline of each sub-project/milestone be given at the time of first reporting. Thereafter, the same reporting mechanism described above will be followed in respect of each sub-project/milestone.

This statement shall be submitted by 5.00 PM on every Monday or the next working day, if it is a holiday. A copy of the said statement shall be simultaneously submitted to the Hon'ble Lt. Governor, Hon'ble Chief Minister and Hon'ble Dy. Chief Minister

While preparing the first list of important proposals/matters, the Secretary shall also include the issues mentioned in the attached list.


(Imran Hussain)
Minister of Food & Civil Supplies,
Environment & Forests
and Election

To

Commissioner (F&S)/Secretary (LM)

Copy for information to:-

1. Hon'ble Lt. Governor, Delhi
2. Hon'ble Chief Minister, Delhi
3. Hon'ble Dy. Chief Minister, Delhi
4. Chief Secretary, Delhi

Department of Food & Civil Supplies and Consumer Affairs, DSCSC
and Weights & Measures

S.No.	Issue
1.	FPS automation:- Installation of Point of Sale Devices (PoS) Machines in all the FPS across Delhi.
2.	Repair/maintenance/construction of buildings in 70 Circle Offices.
3.	Functioning of Vigilance Committees in all 70 constituencies.
4.	Door-to-door survey of beneficiaries of National Food Security Act for eliminating ineligible beneficiaries.
5.	Fortnightly review of work performed by FSI & FSO and LMI & LMO.
6.	Proposal for increase in margin money of FPS owners.
7.	Functioning of Consumer Helpline.
8.	Filling up of new FPS vacancies in a time bound manner.
9.	Installation of cash free devices in the Offices of Departments of Food & Civil Supplies; Weights and Measures and various FPSs.
10.	Settlement of Rs. 60 lakh advance given to NAFED for purchase of onions.
11.	Price stabilization funds scheme.
12.	Status of availability of onion in Delhi
13.	Status of availability of pulses in Delhi.
14.	Timely procurement of sugar for its distribution to eligible beneficiaries.
15.	Distribution of sugar in 6kg bags to eligible beneficiaries.
16.	Installation of GPS system in DSCSC trucks ferrying ration from godowns to FPS Shops.
17.	Construction of office building of Weights and Measures Department at Plot No. 17, Institutional Area, Vishwas Nagar.
18.	Proper functioning of Standard Labs for calibration of Weighing Scales – Manual and electronic.
19.	Calibration of Weigh bridges by using prescribed guidelines as per provisions of LM Act.
20.	Establishment of one additional District Forum and additional bench of State Commission.
21.	Filling up of vacancies in various District Foras
22.	Action plan for reduction in pendency of cases in State Commission and District Forum
23.	Setting up of Consumer Rights and Awareness Clubs in Schools.
24.	Functioning of online platform of the Department of Weights & Measures for issuance of licenses.
25.	Disposal of RTI/PGMS references.