



GOVERNMENT OF JAMMU & KASHMIR
DIRECTORATE OF FOOD, CIVIL SUPPLIES & CONSUMER AFFAIRS
KASHMIR

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Sub: - **Conduct of physical verification of stocks/stores of Food, Civil Supplies & Consumer Affairs Department, Kashmir as on 31-03-2022**

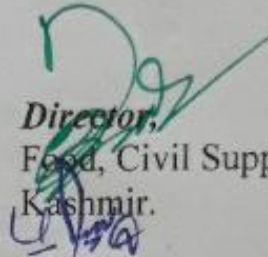
Order No.: - 319 DFCS&CAK of 2022

Dated: - 22 -03- 2022

The physical verification of stocks in all Godowns and Sale Outlets as on 31-03-2022 in Kashmir valley shall be conducted by the officers/officials as indicated against each in the Annexure – A to this order. The Chief Accounts Officer will provide details of balance of each godown/sale centre as on 28.02.2022 to the Physical Verification Officers well in advance. The Physical Verification Officers after taking information from the Accounts Branch will check the transactions made by the Storekeepers during the month and furnish the physical verification report/statement in the prescribed proforma (copy enclosed) by or before 7th of April, 2022 positively to the Chief Accounts Officer for examination. The Chief Accounts Officer will ensure receipt of physical verification reports/statements and intimate the position of accounts after verification with ledgers to the undersigned by 10th of April, 2022 positively. He shall supervise the financial managements, chest remittances, cash, sale of Ration Cards, dead stocks, stationery articles and the library.

In order to carry on the physical verification of stocks properly and smoothly, the dispatching agencies shall ensure completion of dispatches of foodgrains to each sale outlet as per the requirement upto 20th of March, 2022. The field staff i.e. Tehsil Supply Officers and Storekeepers shall conduct sale of foodgrains upto 30th March, 2022 and there shall be no transaction/ sale after the prescribed date.

It is enjoined upon all the concerned officers/officials entrusted with the job that the verification is conducted strictly as per procedure in vogue and observing the instructions laid down in the Annexure – B to this order and ensure no delay is caused in furnishing the requisite physical verification reports/statements to this Directorate. Any delay, if noticed, will be viewed seriously and the concerned Physical Verification Officer shall have to face the consequences.


Director,
Food, Civil Supplies & CA Deptt.,
Kashmir.

No.: - DFCS&CAK/Adm/B-X-105/2022

Dated: - 22 -03-2022

Copy to the:-

1. Divisional Commissioner Kashmir for favour of information.
2. Commissioner/Secretary to Government, FCS&CA Department, Civil Secretariat J&K for favour of information.
3. Deputy Commissioner Srinagar/Budgam/Ganderbal/Anantnag/Kulgam/Pulwama/Shopian/Baramulla/Bandipora/Kupwara for information.
4. Chief Accounts Officer – FCS&CA Department, Kashmir for information and necessary action.
5. All Deputy Directors – FCS&CA Department, Kashmir for information and necessary action.
6. All Assistant Directors - FCS&CA Department, Kashmir with the directions to ensure that no godown/sale centres and RF Mill falling in their jurisdiction is left without conduct of annual physical verification and will furnish report thereof to this Directorate upto 10th of April, 2022 positively.
7. All Chief Inspectors /Tehsil Supply Officers – FCS&CA Department, Kashmir for information and strict compliance.
8. In-charge Departmental website - FCS&CA Department, Kashmir for immediate uploading /hoisting of order on the website.


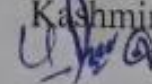
Annexure-A

Annexure – A to Order No.:- 319 -DFCS&CAK of 2022 dated 22 .03.2022

S.No.	Physical Verification Team	District/Godown
1.	Mrs. Najwan Nazki- Deputy Director (Plg) Mr. Farooq Ahmad Pathan – Chief Inspector Srinagar North Mr. Mohd Rafi Kanth – TSO Srinagar South Mr. Zahoor Ahmad Khan – TSO Pulwama Mr. Mudasir Sultan Bhat – T.A. (Accounts Section)	Gulab Bagh and Lethpora Godown
2.	Mr. Mudasir Ahmad – Assistant Director Kupwara Mr. Nisar Hussain Shah – Chief Inspector Supplies Mr. Mohammad Shafi Mir – TSO Kupwara Mr. Nazar Hussain – TSO Kupwara Mr. Farooq Ahmad Dar - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Bandipora
3.	Mr. Mohammad Yousuf – Assistant Director Srinagar North Mr. Riyaz Ahmad Mir – TSO Srinagar North Mr. Parvaiz Ahmad Kaloo – TSO Srinagar North Mr. Jehangir Ahmad Wani – TSO Srinagar North Mr. Ajaz Bashir - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Kupwara
4.	Mr. Anayatullah Sheikh - Assistant Director Pulwama Mr. Mehdi Ali – Chief Inspector Mills Mr. Ahmad Syed – TSO Pulwama Mr. Nazir Ahmad Dar – TSO Pulwama Mr. Parvaiz Sajad - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Anantnag
5.	Mr. Naseer Ahmad Baba- Assistant Director Ganderbal Mr. Nisar Ahmad Shalla – Chief Inspector Ganderbal Mr. Manzoor Ahmad Bhat – TSO Ganderbal Mr. Abdul Hameed Kathoo – TSO Srinagar North Mr. Famin Muzaffar - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Baramulla
6.	Mr. Bilal Ahmad Najar - Assistant Director Bandipora Mr. Nazir Ahmad Wani – Chief Inspector Budgam Mr. Ghulam Nabi Mir – TSO Kupwara Mr. Mumtaz Ali Khan – TSO Kupwara Mr. Bilal Hassan Alaqaband – T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Pulwama
7.	Mr. Tariq Ahmad Sheikh - Assistant Director Baramulla Mr. Farooq Ahmad Mir – Chief Inspector Anantnag Mr. Manzoor Ahmad Lone – TSO Baramulla Mr. Shabir Ahmad Khan – TSO Baramulla Mr. Rafiq Ahmad - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Ganderbal
8.	Mr. Mushtaq Ahmad Wani - Assistant Director Srinagar South Mr. Syed Ashiq Hussain – Chief Inspector Kulgam Mr. Javid Ahmad Madoo – Srinagar North Mr. Majid Gulzar – TSO Pulwama Mr. Mohd Abdullah - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Budgam

(Handwritten signature)

9.	Mr. Manzoor Ahmad Wani - Assistant Director Kulgam Mr. Muzaffar Ahmad Mir - TSO Kulgam Mr. Manzoor Ahmad Bhat - TSO Kulgam Mr. Mohd Ramzan Sheikh - TSO Kulgam Mr. Mohd Yasin Bhat - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Shopian
10.	Mr. Wali Mohammad Wani - Assistant Director Anantnag Mr. Sajad Ahmad Geeri - TSO Anantnag Mr. Parvaiz Ahmad Dar - TSO Anantnag Mr. Mohd Ishaq Lone - TSO Anantnag Mr. Suneel Kumar - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Kulgam
11.	Mr. Iftikhar Ahmad Khan - Assistant Director Budgam Mr. Javid Ahmad Mir - TSO Budgam Mr. Nazir Ahmad Khan - TSO Budgam (PEG) Mr. Showkat Ahmad Baba - TSO Budgam Mr. Muneer Ahmad Rather - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Srinagar North
12.	Mr. Fayaz Ahmad Shah - Assistant Director Mills Mr. Ghulam Mohd Buchoo - TSO Mills Mr. Mohd Shafi Bhat - TSO Mills Mr. Malik Ishtiyag Ahmad - TSO Srinagar North Mr. Abdul Rashid Kambay - T.A. (Accounts Section)	All sale centres/ Fair Price Shops, Godowns (including PEGs) and RF Mills falling in District Srinagar South


Director,
 Food, Civil Supplies & CA Deptt.,
 Kashmir.


PROFORMA (Annexure-B)

1. PHYSICAL VERIFICATION REPORT OF SALE CENTRE/GODOWNS _____
2. NAME OF STOREKEEPER OF THE GRAINARY/GODOWNS/GHATS/DEPOTS
With R.NO. _____
3. PHYSICAL BALANCE AS ON _____
4. LOCATION _____

1) Balance as per Memo book on	Rice	Wheat	Atta	Sugar	E.bags	K.oil	Remarks
2) Physical balance							
3) Excess/shortage, if any							
Total:-							

Certified that all items of stored quantity recorded above have been actually/physically verified by the undersigned personally in presence of the concerned Storekeeper/ Depot Asstt./Hanji who has also signed this statement.

Signature of concerned SK/Hanji _____ Verification Officer
with name and seal

(For USE IN ACCOUNTS SECTION)

Decision & action taken about excess/shortages with adjustment.	Rice	Wheat	Atta	Sugar	E.bags	K.oil	Remarks

Ledger Clerk _____ Examiner _____ Sr. Accountant / AAO _____

Dated: _____

No. _____