

Government of Tripura

Food Civil Supplies & Consumer Affairs Department

[Mail: dfcstripura@gmail.com, Tele-Fax: 0381 2326308]

July , 2017

MEMORANDUM

Section 28 of the National Food Security Act, 2013 (NFSA) provides for conducting periodical Social Audit on the functioning of FPSs, Targeted Public Distribution System (TPDS) and Other Welfare Schemes (OWS) etc as may be prescribed by the State Government.

2. Accordingly, as per requirement of the NFSA 2013, the State Government has enacted the Tripura Food Security Rules 2016 u/s 40 of the Act wherein rule 12 of the said Rules 2016 provide for manner of conduction of social audit either by in consultation with PRIs during Gram Sabha/Nagar Sabha/Ward Sabha, as the case may be, or by engaging any independent body or by the SDMs independently. For this purpose, SDMs have been authorised to engage multi-departmental field functionaries under his/her disposal not below the rank of Tehashildar.

3. For the effective implementation of Social Audit, a simple format/questionnaire, as provided in the Rules, has been devised by the Department, in Bengali language, which is **enclosed** herewith in **Annexure-A**. SDMs are at liberty to use the said format either by circulating the same to the participants of Gram Sabha/Nagar Sabha/Ward Sabha, as the case may be, or by circulating the format among a sample comprising of good number of card holders of a particular F P Shop in accordance with the provision laid down in rule 12 of the Tripura Food Security Rules 2016 for taking feedback from the card holder consumer for the purpose of social audit. In exercise of the second option, SDMs shall in no way involve FPS licensees either in circulation or in collection of questionnaire.

4. The most important part of the Social Audit is to prepare a **Final Report** by processing and analysing the feedbacks so received and to take follow up action, if any, for which SDMs shall constitute a committee headed by one TCS officer under his/her disposal, which may include AD/SDC (Food), Inspector (Food) as Members. Final report may be prepared by analysing the primary datum (feedbacks) and secondary datum (office records) in consultation with the stakeholder / dissemination of information of the outcome of the social audit to PRIs etc.

5. For the purpose of preparing final report, analysing & evaluation of the primary datum so collected from the field in the form of the format/questionnaire as circulated to the stakeholders/consumers is the most important job. An **Evaluation Sheet** for the said purpose has also been devised, which is also **enclosed** herewith at **Annexure-B**. The Committee, so formed by the SDMs, shall examine each format/questionnaire received with feedback from the consumer and put mark on the Evaluation Sheet (which may be xeroxed on the reverse sheet of the questionnaire) as per the guideline stated therewith.

6. Final Report, so prepared by the Committee, may be submitted to the respective SDMs and SDMs, after taking suitable corrective measures, if any, shall submit an **ATR** (alongwith the Final Report) to the FCS&CA Department immediately invariably within 30 days of the conduction of the social audit.

7. This is issued for information, guidance and compliance by all concerned and in continuation of Directorate letter No. No.F.15-1(13)-LIT/DF/2016/7803 dated 07.07.2017.



(Dr. D Basu, IAS)

**Additional Secretary to the
Government of Tripura**

To:

1. **All SDMs of the State.**

Copy to:

1. All DM & Collector of the State.
2. The Director of Panchayats/UDD.
3. The CEO, TTAADC/Municipal Commissioner, AMC.
4. In-house circulation.

Copy also to:

5. The PS to the Hon'ble Minister, FCS&CA, Tripura.
6. The PS to the Secretary, FCS&CA, Tripura.