

**No.7-2/2011-FC.I**  
**Government of India**  
**Ministry of Consumer Affairs, Food and Public Distribution**  
**Department of Food and Public Distribution**

**Krishi Bhavan, New Delhi -110001**

**Dated: 10<sup>th</sup> October, 2011**

**ORDER**

**Subject:-** Constitution of State/Union Territory level Consultative Committees for the Food Corporation of India.

In supersession of this Department's Order No.7-1/2000-FC.I dated 04/09/2001, the following instructions are being issued for compliance in respect of the State/Union Territory level Consultative Committees for the Food Corporation of India (FCI).

2. With a view to protecting the interests of the producers as well as the consumers and to advise the Food Corporation of India (FCI) on various matters relating to procurement, storage and distribution of foodgrains, there shall be a Consultative Committee for each State/Union Territory.

3. **Composition**

3(1). The Consultative Committee for a State/UT shall consist of the following namely:-

- i) a Member of Parliament from the State/UT to be nominated by the Central Government;
- ii) Secretary to the State Government/ UT Administration dealing with Food & Civil supplies and such other officers as may be nominated by the State Government/UT Administration;
- iii) General Manager concerned of the FCI;
- iv) such non-official members as may be nominated by the Central Government.

3(2). The Member of Parliament nominated to the Consultative Committee shall be its Chairperson.

3(3). The concerned General Manager of the FCI shall be Member Secretary of the Consultative Committee.

4. **Appointment and tenure of the Chairpersons of Consultative Committee of FCI**

The Member of Parliament nominated to the Consultative Committee of a State / U.T. shall be its Chairperson. The Chairperson will be appointed on the recommendations of the Ministry of Parliamentary Affairs. The tenure of the Chairperson will be co-terminus with his tenure as a Member of Parliament.

5. **Eligibility criteria, procedure for appointment and term of non-official Members of Consultative Committee of FCI**

5(1). The non-official members to be nominated by the Central Govt. shall include inter-alia, representatives from farmers' associations, consumer bodies, social organizations and NGOs, besides public figures from within the State/UT concerned .

5(2). Appointment to the post of non-official Members of the Consultative Committee of FCI will be made with the approval of Minister of Consumer Affairs, Food and Public Distribution on the recommendations received by the Department. After approval, the State Government will be requested for verification of antecedents of the member. Only on the receipt of satisfactory report of verification of antecedents, order for appointment of a member to the concerned State Consultative Committee of FCI will be issued. The term of non-official members shall be for two years from the date of their appointment. No non-official member will be appointed for more than 2 terms.

6. **Functions of the Consultative Committee of FCI**

The Consultative Committee shall discuss and make recommendations on the following matters:-

- (a) procurement and distribution of foodgrains;
- (b) quality of foodgrains;
- (c) storage of foodgrains;
- (d) transit and storage losses;
- (e) interface of the FCI with State Government on functioning of the Targeted Public Distribution System (TPDS) including allocation, offtake and actual distribution of foodgrains for Antyodaya, BPL and APL families and for various welfare schemes being operated by the Central or State Government;

- (f) sale and disposal of stocks;
- (g) any other matter referred to it by the Ministry of Consumer Affairs, Food & Public Distribution or the Food Corporation of India for its consideration.

However, the Chairpersons or Members of the Consultative Committee shall not go into the day to day functions of FCI like transfers, postings, personnel policy, tendering process etc.

#### 7. Meetings

- 7(1). The Consultative Committee shall normally meet once in every quarter. However, a special meeting of the Consultative Committee can be convened with the prior information of the Ministry of Consumer Affairs, Food & Public Distribution.
- 7(2). The meeting of the Consultative Committee shall be held on such date and time as may be indicated by the Chairperson.
- 7(3). While fixing a meeting, a clear notice of 15 days shall normally be given to the members.
- 7(4). The agenda for the meeting of the Consultative Committee shall be duly approved by the Chairperson.
- 7(5). Presence of one-third members of the Committee shall constitute the quorum for the meeting.
- 7(6). All members of the Consultative Committee shall maintain complete confidentiality with regard to the proceedings of the meetings.
- 7(7). Relevant information on the agenda items shall be provided to the Consultative Committee by the Member Secretary.
- 7(8). The Member Secretary of the Committee shall send the minutes of the meeting duly approved by the Chairman, to the FCI Headquarters as well as to the Ministry of Consumer Affairs, Food & Public Distribution within 15 (fifteen) days of the meeting.

