F.No.9/1/2017-Comp. Cell(E:341245)
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution
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Krishi Bhavan, New Delhi
Dated: 22-Apr-2022

To,

The Principal Secretary/Secretary,
Food and Civil Supplies Department
All States/UTs Government/ Administration

Subject: Standard Operating Procedure (SoP) to report foodgrain distribution details – reg.

Madam/Sir,

As you are aware that all the States/UTs are supposed to timely update data on food grain distribution under NFSA on Anna Vitran Portal, which is used for the purpose of monitoring and reconciliation by this department. However,it has been observed that data of food grain distribution under NFSA as well as PMGKAY is not being timely reported/updated by the States/UTs on this portal, which is causing undue delay in settlement of the claims of States/UTs. It is also to highlight that discrepancies are also often found in data reported by States/UTs. Despite of providing sufficient time, States/UTs keep regularly approaching the Department/NIC to allow them to amend the distribution details of previously submitted data,which also causes delay in settlement of various claims.

2. In order to streamline the process of data reporting on Annavitran portal, the Department has prepared "Standard Operating Procedures (SoPs)". A Copy of SoPs is annexed for kind reference. It is requested to forward this SoP document and also issue necessary instruction to the concerned technical team/NIC team to strictly follow the SOP for making this system more robust & transparent and to enable this department to timely settle the claims.

Yours faithfully,

Encl: As above.

22.04.22

(Vivek Shukla)
Director(PD)
Tel.: 011- 23384653
E-mail: shukla.vivek@nic.in

Copy to:
(i)AS&FA,DFPD
(ii)JS(Policy),DFPD
(iii)DDG,NIC,Hqrs,New Delhi

Department of Food & Public Distribution
(Computerisation Cell)

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Standard Operating Procedure (SOP) for reporting timely foodgrain distribution related data on Annavitran Portal and Central Repository– reg.

1. Background– Discrepancies in foodgrain distribution data reported on Annavitran Portal by States/UTs:

1.1. Annavitran portal was designed to monitor progress of automated / unautomated transactions and authenticated/ unauthenticated transactions to further strengthen FPS automation in States/UTs. Initially, it was a monitoring tool for this Department and further, Department decided to use this portal for verification of distribution claims submitted by States/UTs.

1.2. The States/UTs are supposed to update their distribution details on Annavitran portal by thelast day of every subsequent month.

1.3. However, despite of the above opportunity and provisioning of sufficient time, often States/UTsapproach the Department/NIC to allow them to amend/correct the distribution details of previous month(s)/period(s) for both automated and un-automated distribution, citing various reasons such as delay in the collection of data from districts, inadequate knowledge about timelines, technical issues etc. Further, often such requests are made very casually without any supporting documents/valid reasons.

1.4. It is pertinent to mention here that data pertaining to TPDS operations of States/UTs, including distribution of foodgrains, is generated, owned and managed by respective States/UTs and is stored on their respective Servers/Data Centre facilities. The information/reports on central dashboards are generated by using a copy of the said data fetched directly from the States/UTs servers through web-services and are not created, managed or owned by the Department or NIC-HQ. Thus, all the data appearing on central dashboards incl. Annavitran portal are the reflection of data maintained by States/UTs on their own servers or the details manually entered by respective States/UTs on the Annavitran portal.

1.5. In order to streamline the reporting process and avoid discrepancies, it has been decided that henceforth following SOPs shall be followed by all States/UTs.

2. SOPs:

Step 1: Prerequisite and data preparation by State Technical team

i. Advance declaration of Foodgrain distribution calendar – Declare Start and End date of distribution for monthly, bi-monthly or Quarterly allocation.

ii. Categorization of FPSs: Fully Automated, Hybrid and Offline mode (no category for unautomated FPSs). LGD code to be incorporated for FPSs upto block, taluka and Village level.

iii. Daily preparation of district wise distribution data for Annavitran Portal.

iv. Distribution of Ragi, Jawar, Bajra and other sub-categories of coarse grain should be reported on Annavitran portal and Central Repository w.e.f. 1st April 2022

v. Regular updation of WebServices for data transfer Integration of State's system with Central System

Step 2: Ensuring daily reporting of foodgrain distribution on Annavitran Portal

i. Daily reporting of NFSA, PMGKAY and Fortified Rice distribution upto District level.

ii. Distribution data can be reported upto last day of next month for monthly allocation

iii. Onemonth additional time will also be given for reporting distribution data for bi-monthly or quarterly allocation (as per advance declaration of distribution calendar)

iv. Additional window will not be given to alter/update distribution data on Annavitran Portal.

Step 3: Ensuring monthly data transfer of RC Master and ePoS transactions to Central Repository

i. Reporting of new issuance/updation/blocking/deletion of RC

ii. addition/deletion/updation of members

iii. Reporting of new license/suspension/ revoking/ cancellation of FPSs

iv. Transferring entire ePoS transactions to Central Repository.

v. One month time will be given for transferring ePoS transaction data to Central System whereas Ration Card and FPS related data to be transferred within the respective month.

Step 4: Monitoring of data accuracy/consistency and regular review of Mapper Report

i. Reports available on Annavitran portal to monitor daily status of data transfer, failures, etc. State to appoint Nodal officer for monitoring progress of data reporting on Annavitran Portral and Central Repository.

ii. State to also ensure correct reporting of fortified rice, coarse grain (jawar, bajra, ragi,etc.) distribution in their respective category code as prescribed by Central NIC team.

iii. Mapper report (matching of individual transactions with NFSA ration cards) for last month's distribution data will be executed on the last day of

subsequent month (as per distribution calendar of State/UT). For example - Mapper report of January month's distribution will be prepared on 28th February. Functionality and details of Mapper report is explained in annexure.

iv. Opportunity would not be given to re-run the mapper, re-fetch data or any correction in the previous data.

v. Mapper report will be made available to all concerned States/UTs, Policy/FCI Account Division, BP, NFSA division, etc.

ANNEXURE

Details of MAPPER functionality for verification and finalisation of qualified foodgrain distribution by States/UTs:

Purpose of Mapper:

The purpose of the 'Mapper' functionality developed by NIC is to ascertain/verify the actual distribution of foodgrains under NFSA by States/UTs and to resolve any discrepancies/conflicts in the details appearing on Annavitran portal (coming from State/UT servers).

Link to access the Mapper functionality:

The mapper functionality/report can be access through the central IM-PDS portal from the following URL/link: http://impds.nic.in/impdsdeduplication under a login/password which may be requested from NIC.

Further, there are three types of logins at different levels, namely Administrator (Admin Login of NIC), Central Government (for the officers of Department) and State Government (for the use of States/UTs) with customised views and functionalities. Therefore, appropriate login shall be requested from NIC.

Procedure to ascertain the correct and complete distribution under NFSA:

To assess the complete and correct distribution by any State/UT under NFSA, the States have been requested to share their complete ePoS-based transaction data from their servers in a Central Repository of ePoS transactions. On the basis of this data, the Mapper functionality is run to generate the "qualified" and "un-qualified" ration cards, transaction and distribution of foodgrains and following figures of distribution can be estimated with higher accuracy to resolve/finalise the discrepancies:

a) **Qualified Distribution:** The transactions in which only eligible Ration Cards (available in central repository of ration cards) are involved, shall be identified by Mapper and thus enables the identification of qualified transactions and thus estimates the qualified quantity of foodgrains transacted/distributed by State/UT. Thus, it shall be called as "qualified distribution".

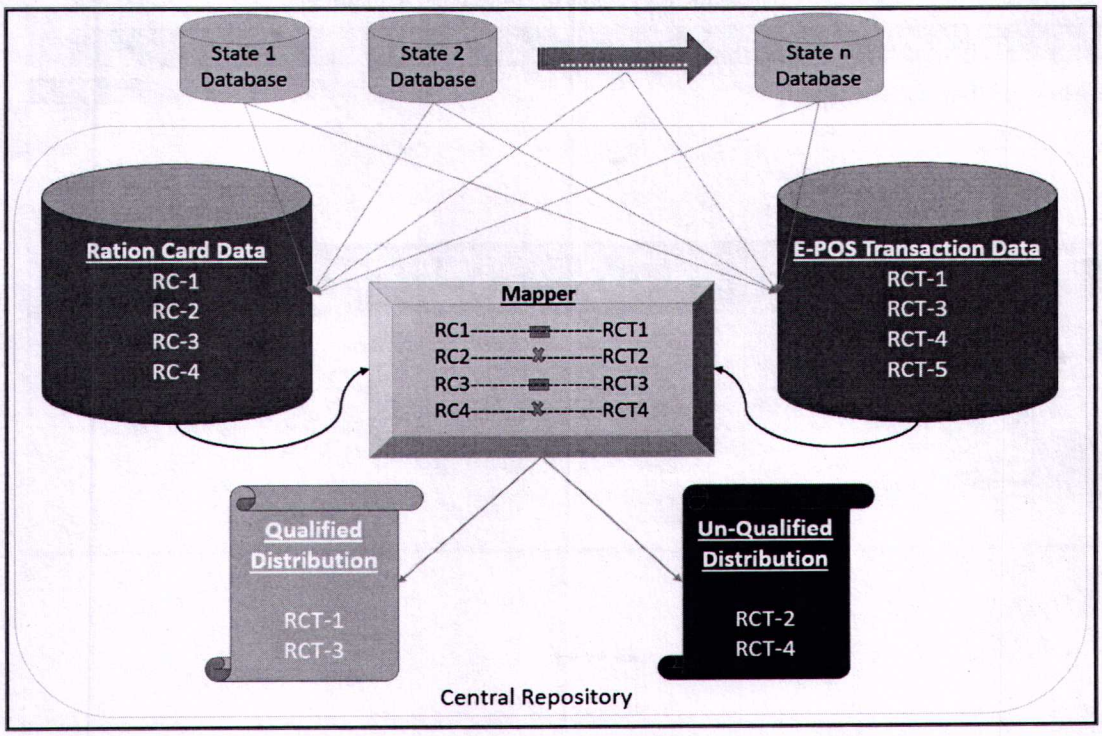
b) **Un-Qualified Distribution:** The transactions in which ration cards (the details of which are not provided by States/UTs in central repository) are involved, shall be identified separately. Thus, enables the estimation of un-qualified transactions and un-qualified quantity distributed by State/UT (i.e. not qualifying under NFSA distribution).

Accordingly, the mapper report shall enable the updation of only qualified distribution details of State/UT on the Annavitran portal for subsequent processes/purposes of the Department

The Mapper report mechanism:

The figure below depicts that a State/UT has shared two separate data sets namely ration cards/ beneficiaries data in "Ration Cards Central Repository" (Ration Card Data) and the other one in "ePoS Transactions Central Repository" (i.e. ePoS transaction data) containing all individual transaction details through ePoS devices.

The mapper system, when run for a selected period, compares the ration cards' details present in these two databases to generate a report.



In the above example, Ration card '**RC1**' is involved in transaction anddetails of '**RC1**' arealso available in Ration Cards database so this transaction can be considered qualified distribution. In other case, '**RC2**' Ration Card is involved in the transaction but details of '**RC2**' are not available in the Ration cards databases due to which this transaction and distribution will not be considered.

Snapshot of Mapper Report:

impds.nic.in/impdsdeduplication/impdsreportpdsportal2

Department of Food & Public Distribution
Ministry of Consumer Affairs, Food & Public Distribution
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Sale Data Mapping Report with Ration Card

Export To Excel File

Month: Select Month Year: Select Year

SEARCH

S.No.	State Name	Month	Year	Ration Cards in Central Repository				Transacted Ration Cards Data (from State/UT)		Qualified Transacted Ration Cards (against Central Repository)		Qualifed Distributed Quatity (against qualified Transacted RC) in MT		Un-qualified Transacted Ration Cards		Un-qualifed Distributed Quatity in MT	
				AAY RC	AAY Unit	PHH RC	PHH Unit	AAY	PHH	AAY	PHH	AAY	PHH	AAY	PHH	AAY	PHH
1	CHHATISGARH	5	2020	719,186	1,943,188	4,397,175	18,050,305	706,332	4,364,471	698,066	4,339,950	24,429.1	89,310.07	8,266	24,521	289.27	559.49
2	CHHATISGARH	6	2020	719,186	1,943,188	4,397,175	18,050,305	702,609	4,346,655	694,377	4,322,204	24,298.49	88,969.64	8,232	24,451	288.09	557.64
3	CHHATISGARH	4	2020	719,186	1,943,188	4,397,175	18,050,305	706,651	4,366,611	698,376	4,342,084	24,440.24	89,353.51	8,275	24,527	289.62	559.64
4	KARNATAKA	10	2020	1,006,415	4,285,335	10,784,431	35,820,762	884,205	9,070,367	708,372	7,508,043	24,786.47	124,684.12	175,833	1,562,324	6,153.23	28,012.02
5	KARNATAKA	1	2020	1,006,415	4,285,335	10,784,431	35,820,762	813,260	8,311,299	694,259	7,280,850	24,209.45	172,236.35	119,001	1,030,449	4,151.6	25,528.1
6	KARNATAKA	2	2020	1,006,415	4,285,335	10,784,431	35,820,762	206,194	2,358,407	181,341	2,138,348	6,309.48	50,550.86	24,853	220,059	866.27	5,535.92
7	KARNATAKA	8	2020	1,006,415	4,285,335	10,784,431	35,820,762	95,868	1,121,211	79,383	951,619	2,060.16	7,792.85	16,485	169,592	413.31	1,380.42
8	KARNATAKA	11	2020	1,006,415	4,285,335	10,784,431	35,820,762	336,304	3,234,757	267,972	2,705,989	9,150.18	43,308.19	68,332	528,768	2,332.46	9,270.75
9	ODISHA	10	2020	1,258,750	2,844,429	8,002,628	28,548,414	1,337,205	8,037,533	1,335,633	8,011,935	43,344.2	139,785.5	1,572	15,598	55.02	173.95

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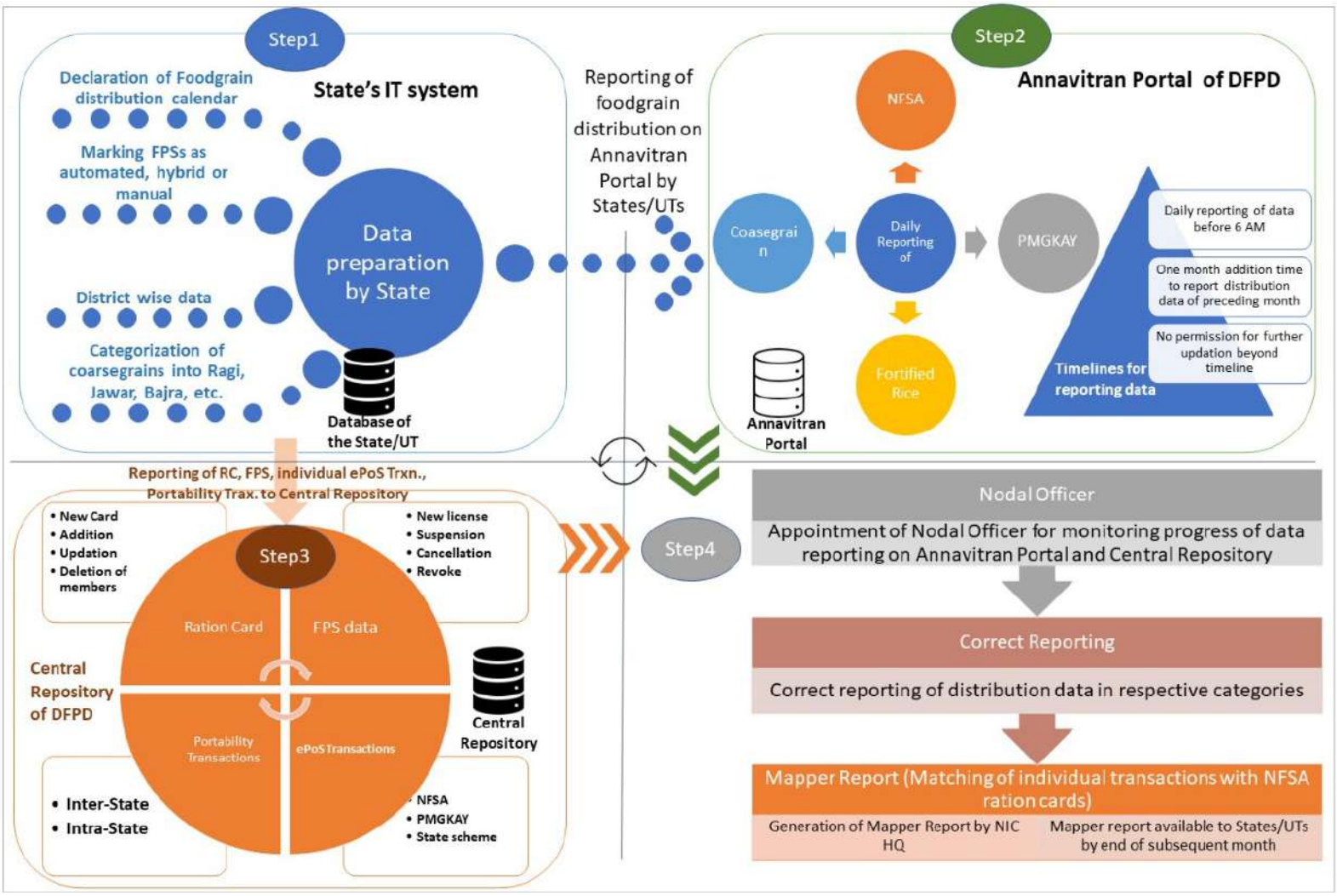
Step1
State's IT system
Declaration of Foodgrain distribution calendar
Marking FPSs as automated, hybrid or manual
Data preparation by State
District wise data
Categorization of coarsegrains into Ragi, Jawar, Bajra, etc.
Database of the State/UT
Reporting of foodgrain distribution on Annavitran Portal by States/UTs
Step2
Annavitran Portal of DFPD
NFSA
Coasegrain
Daily Reporting of
PMGKAY
Fortified Rice
Annavitran Portal
Daily reporting of data before 6 AM
One month addition time to report distribution data of preceding month
No permission for further updation beyond timeline
Timelines for reporting data
Reporting of RC, FPS, individual ePoS Trxn., Portability Trax. to Central Repository
• New Card
• Addition
• Updation
• Deletion of members
Step3
• New license
• Suspension
• Cancellation
• Revoke
Ration Card
FPS data
Central Repository of DFPD
Portability Transactions
ePoS Transactions
Central Repository
• Inter-State
• Intra-State
• NFSA
• PMGKAY
• State scheme
Step4
Nodal Officer
Appointment of Nodal Officer for monitoring progress of data reporting on Annavitran Portal and Central Repository
Correct Reporting
Correct reporting of distribution data in respective categories
Mapper Report (Matching of individual transactions with NFSA ration cards)
Generation of Mapper Report by NIC HQ
Mapper report available to States/UTs by end of subsequent month