

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF FOOD SUPPLIES & CONSUMER AFFAIRS
K-BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI-110002.
(POLICY BRANCH)

No. F.5(7)/Misc/P.file/ 534-536 Dated:18/03/2015

C I R C U L A R

Subject: Guidelines for issue of temporary licence for Fair Price Shops

Government of NCT of Delhi has recently approved a policy for grant of temporary licence for the Fair Price Shops. The temporary licence shall be granted as per the following guidelines:

- (i) Temporary Licence shall be valid only for a period of 3 months from the date of issue and shall not be renewed.
- ii) Temporary licence shall be granted only in case of immediate necessity when it is difficult to supply Specified Food Articles (SFAs) through the existing network of FPS.
- iii) The Assistant Commissioner of the District shall be the competent authority to issue the temporary licence.
- iv) The licence shall be issued after clearly elaborating the immediate necessity to issue such a licence.
- v) Temporary licence may be issued for fixed FPS as well as a Mobile FPS.
- vi) Eligibility for grant of temporary licence: The eligibility criteria for grant of temporary licence including age and educational qualification shall be the same as that for regular licence. However, in case of dimensions of the shop, relaxation may be granted by the competent authority liberally depending upon the number of ration cards prepared to be attached to the proposed temporary FPS.
- vii) Temporary licence shall be granted only to a person who resides in the same Revenue District in which the FPS is proposed to be located.
- viii) While granting temporary licence, old KOD licensees, persons belonging to SC/ST, Women Self Help Groups, Ex-service men and Handicapped persons shall be given preference. As it is purely a temporary, emergent measure, reservations will not apply. However, in case of regular licence, reservation roster shall be followed.

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- ix) A person who has been convicted of an offence under the Essential Commodities Act 1955 or any other offence under the Indian Penal Code or any other law enforcement in India, shall not be granted temporary licence. A declaration to this effect from the applicant shall be sufficient for considering his case for grant of temporary licence.
- x) Whenever there is urgent need for grant of a temporary FPS licensees, the Assistant Commissioner concerned shall record the reasons in writing on the file and shall issue a public notice inviting applications for grant of such licence. The notice shall be pasted on the notice board of the offices of the Assistant Commissioners and all circle offices of the district, giving two days time to submit the application.
- xi) The premises of the applicant shall be inspected by concerned FSO who will submit report to the Assistant Commissioner concerned.
- xii) Based on the eligibility of the applicant, preference category and the location of the premises, The Assistant Commissioner will take decision for grant of temporary licence to persons/groups.
- xiii) Grant of temporary licence shall not in any way entitle the licensees to get a regular licence. For grant of regular licence, the prescribed procedure shall be followed.

One person/self help group shall not be given more than one licence.

- xiii) The application shall be submitted in the prescribed format, along with the declaration attached as Annexure to these guidelines.
- xiv) Following documents shall be submitted along with application for temporary licence:
 - a. Proof of Identity
 - b. Proof of Residence
 - c. Proof of educational qualification
 - d. Proof of legal possession of the premises
 - e. Copy of passbook/bank statement
 - f. Draft of Security money of Rs. 10,000 per FPS.

xv) There will be no fee for grant of temporary licence.

P.C.
(P.C.JAIN)
Spl. Commissioner (P&C)

To:

All District Assistant Commissioners

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Dated: 18/03/2015

Copy for information to:-

1. Secretary to Hon'ble Minister Food Supplies & Consumer Affairs, Govt of NCT of Delhi.
2. Special Commissioner/Jt. Commissioner, Food Supplies & Consumer Affairs Department
3. FSOs of all the 70 circles.
4. All zonal AC
- ✓ S. A (IT) to upload on website

P.C.
(P.C.JAIN)
Spl. Commissioner (P&C)

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