

**F. No.9(1)/2017 - Comp. Cell (pt)**  
**Government of India**  
**Ministry of Consumer Affairs, Food and Public Distribution**  
**Department of Food & Public Distribution**

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R.no. 275, Krishi Bhawan, New Delhi – 110001

Dated the 06/05/2019

To

**Shri. Gautam Ghosh,**  
**Dy. Director General,**  
**National Informatics Centre,**  
**A-Block, CGO Complex, Lodhi Road,**  
**New Delhi – 110006.**

**Subject: Generation of monthly Certificate of foodgrains distribution through Annavitran portal— reg.**

Sir,

Please refer to this Department's letter of even number dated 11.02.2019 on the subject cited above and to say that based on the comments/suggestions of Sr. Technical Director, NIC-HQ vide their email dated 18.02.2019 the format for online generation of monthly distribution certificate has been revised and a copy of the same is attached herewith which is required to be furnished by States/UTs .

2. It is requested that the utility of online generation of monthly Certificate may please be provided on Annavitran portal immediately.

Encl: As above.

Yours faithfully,

Signature valid

Digitally signed by DINESH KUMAR GUPTA  
Date: 2019.05.06 14:14 IST  
Reason: Approved

**(Dinesh  
Kumar Gupta)**  
Director (PD)  
Tel: 011-23070429

**Copy for information:**

1. PS to Joint Secretary (Policy & FCI), DFPD, Krishi Bhawan, New Delhi
2. Principal Secretary/Secretary, Food & Civil Supplies Department – All States/UTs
3. Sh. BVC Rao, Sr. Technical Director, NIC HQ, New Delhi.

**Format for online generation of monthly distribution certificate from Annavitran portal:**

**Dated: (dd/mm/yyyy)**

**Certificate on foodgrains distributed in the month of <MMM><YYYY>, under NFSA**

(This certificate is generated electronically from the Annavitran portal, according to the details of actual distribution of foodgrains for<MMM><YYYY>:

*(all quantities in Metric Tons)*

Sl.	Commodity	Quantity Allocated by GoI (Central Allocation)	Quantity Distributed by the State/UT		
			Automated Distribution (with ePoS)	Un-automated Distribution (without ePoS)	Total Distribution (for Month)
	(1)	(2)	(3)	(4)	(5)=(3)+(4)
1.	Rice				
2.	Wheat				
3.	Coarse-grains				
	<b>Total</b>				

It is certified that the details appearing in this certificate are correct and are duly verified against the records of electronic distribution (with ePoS) as well as manual distribution (without ePoS) maintained in the State/UT. In case any mismatch is found, the Food & Civil Supplies Department, Govt. of \_\_\_\_\_ shall assume complete responsibility.

The certificate captures the details of foodgrains distributed in the State/UT from 00:00 hrs of the first calendar day to 23:59 hrs of the last calendar day of <MMM><YYYY>.

Pr. Secretary/Secretary  
Food & Civil Supplies Department,  
Government/Administration of \_\_\_\_\_  
\_\_\_\_\_

**Note:** The certificate should be e-signed/digitally signed before submission. A print-out of this certificate, duly signed and stamped by the State Food Secretary, shall be submitted to the Department of Food & Public Distribution along with the claim for subsidy, central assistance, etc.