

CIRCULAR NO 21/95

Sub: CS-Destruction of unused ration cards – 1985 - series - reg:

Ref: Letter No.CS2/3714/93 dated 27-08-94 of District Supply Officer, Wynad.

In the letter cited the District Supply Officer, Wynad has requested sanction for the destruction of the unused ration cards of 1985 series which are not in use. It is also brought to the notice of the Board that there are stock of such series of ration cards in other districts also. The following instructions are therefore issued for the blank ration cards of 1985 series available with the District Supply Officers/Taluk Supply Officers/City Rationing Officers.

1. A list of unwritten (blank) cards of 1985 series should be prepared in triplicate. One copy of the list should be attached with the stock Register of Ration Cards and the duplicate copy should be sent to the District Supply Officer concerned.
2. Before destruction the stock should be physically verified by the DSOs/TSOs/CROs concerned with the book balance and a certificate of agreement recorded in the list as well as in the register under attestation by the DSOs/TSOs/CROs as the case may be.
3. The value of cards, if any, found short should be got recovered and remitted into the Treasury from the person responsible and credit particulars indicated in the stock register.
4. Excess cards, if any, noticed should be accounted for as receipt in the stock register by making necessary entries in the remarks column, duly attested by the TSO/C.R.O.
5. The District Supply Officers should see that cards are destroyed in the presence of DSO/TSO/CRO concerned on or before 15.10.95 and the final reports obtained from the TSOs/CROs concerned on or before 31.10.95.
6. The file on this subject in the office of the DSOs/TSOs/CROs will be closed only as R.Dis. When it is mature for closure.

Sd/-

Director of Civil Supplies

To

All District Supply Officers/Taluk Supply Officers/City Rationing Officers.

Copy to :

1. The Deputy Controller of Rationing (South&North)
2. District Supply Officers (Vigilance)
3. Chief Accounts Officer/C.A. to the D.C.S/C.R.
4. Assistant Secretary-I/II/III
5. Superintendent-A&C/SF/Spare copies-50/Approved for Issue.
6. A4 Seat.