ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED, REGD. OFFICE: 6-3-655/1/A, C.S. BHAVAN, SOMAJIGUDA, HYDERABAD-500082

SRI D. VARAPRASAD, I.A.S., V.C. & MANAGING DIRECTOR

LR. NO. MKTG/M2/000870/2012-13/A.P.V./DCP

DATED:

-03-2013

CIRCULAR NO.130

Sub: MKTG – DCP – Annual Physical Verification of Food-grain Stocks as on 31-03-2013-

Ref: G.O. Ms. No. 42 dated 03-10-2012 of Govt. of Andhra Pradesh communicating guidelines for procurement of Mill Levy / Paddy during KMS 2012-13.

Vide G.O. under reference cited, the Govt. of Andhra Pradesh have entrusted the decentralized procurement operations for procurement of Mill Levy Raw Rice directly from the Millers of 7 Districts, to purchase paddy in entire State under price support operations and to receive the resultant CMR Raw Rice during KMS 2012-13, to APSCSC Limited

Accordingly, the APSCSCL has commenced Mill Levy procurement operations and acceptance of CMR against the paddy purchased during KMS 2012-13 and the APSCSCL had purchased sizeable quantities of Mill Levy and CMR Raw Rice during KMS 2012-13. The stocks purchased under above schemes have been stored in various AMC/SWC / CWC Godowns besides acceptance of stocks in some of the MLS points.

As per the procedure in vogue, the stocks available as on 31.03.2013, are to be physically verified and a certificate of physical balances available in each of the godown maintained by APSCSCL has to be furnished to Head Office for producing the same to the Auditors as and when called for.

It is, therefore, advised to undertake the Annual P.V. of Raw Rice and Paddy stocks available in the godowns which are under the custody and maintenance of APSCSCL, including the paddy stocks held with the Millers under Joint Custody of CSC Officers / Officials as on 31-03-13.

The following instructions / guidelines are may be kept in view for undertaking Annual P.V. of Stocks within the time frame prescribed hereunder.

- 1. The depot transactions shall remain suspended on 1st and 2nd April 2013 for the purpose of Annual P.V. and the P.V. Operations should invariably completed during these two days:
- 2. In case the time frame cannot be adhered to or if the records are incomplete, responsibility may be fixed against the Godown In-charge and the names of such depots may be intimated to Head Office;
- 3. The P.V. (by peripheral count) of each stack in number of bags will be made by teams nominated by the concerned District Manager, which should be nominated by him latest by 27-03-2013.
- 4. The P.V. must be completed on 1st and 2nd April, 2013.
- 5. The P.V. team has to obtain the census declaration from the In-charge of the godown which should be duly signed by the P.V. team;
- 6. The peripheral counting sheets showing the individual stack wise information, such as length / breadth / height in bags are to be prepared and sent along with the declaration to the District Manager for producing the same to the Auditors on their demand;
- 7. Necessary entries are to be made on the stack cards as well as on the relevant folio in the stack register;
- 8. The P.V. should be conducted on peripheral count basis, only in respect full stacks of sound, substandard and damaged stocks and no weighment should be conducted;

- 9. P.V. by counting number of bags and weighment on weigh bridge should be conducted in
- 10. If the No. of Bags in a stack are less than 20% of Original Receipt, it should be reckoned as baby stack for purpose of conducting 100% P.V. both in terms of weight and number of bags;
- 11. The proformae, as per the list enclosed, may be used for furnishing the results of P.V.;
- 12. In case of theft / pilferage, the number of bags subjected to theft / pilferage may be shown under variation column;
- 13. Same proformae may be utilized for Rice and Paddy separately;
- 14. For furnishing results of paddy held with Millers under Joint Custody of CSC Officials, Separate pro-forma has been prescribed and enclosed as PROFORMA IX.
- 15. On receipt of statements from depots, the District Managers have to countersign all the
- 16. The District Managers are also advised to arrange for Physical Verification of New / SHS / Unserviceable gunnies as on 31-03-2013 and furnish the information in the pro-forma enclosed.
- 17. The District Managers will consolidate the depot wise statements in the same proformae and sent to Head Office latest by 15-04-2013;

As regards P.V of stocks held in the SWC / CWC Godowns, Warehouse Managers Concerned may be advised to conduct Annual P.V. and furnish information in the same proformae, which may be made available to them.

All the District Managers, are advised to take immediate action for undertaking Annual P.V. as per the above GUIDELINES in respect of the Raw Rice and Paddy stocks purchased under DCP repeat DCP only and held in the godowns which are under the custody and maintenance of APSCSCL, BESIDES p.v. OF Paddy stocks held with the Millers under Joint Custody of CSC Officers / Officials.

Receipt of this Circular may be acknowledged.

То

- 1. The General Manager(Finance) APSCSCL Hyderabad for information.
- 2. The Manager (MKTG) APSCSCL HO Hyderabad for information.
- The District Manager, APSCSCL, Karimnagar / Warangal / Nalgonda / Guntur / Prakasam / Nellore / Chittoor / Srikakulam / East Godavari / West Godavari / Krishna / Khammam / Nizamavad / Adilabad / Medak / Mahboobnagar / Rangareddy together proformae
- Joint Collector & EOED, Karimnagar / Warangal / Nalgonda / Guntur / Prakasam / Nellore / Chittoor / Srikakulam / East Godavari / West Godavari / Krishna / Khammam / Nizamavad / Adilabad / Medak / Mahboobnagar / Rangareddy together proformae for information
- 5. The Regional Manager CWC Hyderabad / The Managing Director, APSWC Hyderabad with a request to issue suitable instructions to the concerned Warehouse Managers of CWC / SWC to furnish the Annual P.V. Reports to the concerned District Managers in the prescribed proformae.
 6. Circulars File

LIST OF PROFORMA FOR ANNUAL P.V.

| SI. No. | Proforma No. | Name of the Proforma | Remarks |
|------------|---------------------------|---|--|
| 1 | PROFORMA - I (INPUT) | CENSUS LIST OF STOCKS (STACK-WISE) AS ON 31-03-2013 | for readily issuable stocks and upgradable stocks – clubbed together - separately for Rice and Paddy; |
| 2 | PROFORMA - II | SUMMARY OF DEPOT STOCKS VERIFICATION REPORT AS ON 31-03-2013 (AS PER DEPOT MASTER LEDGER) | For issuable and upgradable stocks – clubbed together) separately for Rice and Paddy; |
| 3 | PROFORMA – III (INPUT): | CENSUS LIST OF STOCKS (STACK-WISE) AS ON 31-03-2013 | For Non-Issuable Stocks separately for Rice and Paddy; |
| 4 | PROFORMA – IV: | SUMMARY OF DEPOT STOCKS VERIFICATION REPORT AS ON 31-03-2013 (AS PER DEPOT MASTER LEDGER) | for Non-Issuable Stocks - separately for Rice and Paddy as per MASER LEDGER; |
| 5 | PROFORMA – V (A & B) | CONSOLIDATED RESULTS OF ANNUAL PHYSICAL VRIFICATION AS ON 31-03-2013 | For readily issuable & upgradable issuable stocks Separately for Rice & Paddy i)At District level Depot-wise ii)At H.O. level: District Wise |
| 6 | PROFORMA – V (C): | CONSOLIDATED RESULTS OF ANNUAL PHYSICAL VERIFICATION AS ON 31-03-2013 | for Non-Issuable Stocks) separately for Rice and Paddy; i)At District level: Depot-wise ii)At H.O. level: District Wise |
| 7 | PROFORMA – VI (A & B) | SUMMARY OF SHORTAGES ON PHYSICAL VERIFICATION FOR WHICH PROVISION IS TO BE CONSIDERED AT DISTRICT / HEAD OFFICE LEVEL | For readily and upgradable stocks clubbed separately for rice & paddy |
| 8 | PROFORMA – VI (C) | SUMMARY OF SHORTAGES ON PHYSICAL VERIFICATION FOR WHICH PROVISION IS TO BE CONSIDERED AT DISTRICT / HEAD OFFICE LEVEL | For Non Issuable stocks Separately for Rice & Paddy |
| 9 | PROFORMA – VII (A & B) | SUMMARY OF DEPOTWISE DETAILS OF CLOSING STOCKS – PHYSICAL BALANCE OF STOCKS COMMODITYWISE AS ON 31-03- 2013 | For readily and upgradable stocks clubbed separately for rice & paddy |
| 10 | PROFORMA – VII (C) | SUMMARY OF DEPOTWISE DETAILS OF CLOSING STOCKS – PHYSICAL BALANCE OF STOCKS COMMODITYWISE AS ON 31-03- 2013 | For Non Issuable stocks Separately for Rice & Paddy |
| 11 | PROFORMA - VIII (A & B) | RESULTS OF 100% WEIGHMENT OF ALL THE BABY STACKS DURING THE ANNUAL PHYSICAL VERIFICATION AS ON 31-03-2013 | Separately For Rice & Paddy |
| 12 | PROFORMA-IX | SUMMARY OF DEPOTWISE/MILLER WISE DETAILS OF CLOSING STOCKS OF PADDY — PHYSICAL BALANCE OF STOCKS AS ON 31-03-2013 | For Paddy stocks held in APSCSC Godowns / with Millers |
| 13 | PROFORMA-X | P.V. OF GUNNIES AS ON 31-03-2013 | For New/ SHS / Unserviceable gunnies |

STATE:

ANDHRA PRADESH

(FOR READY ISSUABLE STOCKS & UPGRADABLE STOCKS (CLUBBED TOGETHER) PROFORMA - I (INPUT)

COVERED / OPEN (SPECIFY)

(Use separate page for each commodty) COMMODITY

CENSUS LIST OF TOCKS (STACK WISE) AS ON 31ST MARCH. 2013

| SI. No. S | Shed No. | Stack No. | ready/ upgradable | Book Ba 31-0 Bags | Book Balance as on 31-03-2013 Bags Weight | (10% or 100%) for Receipt Issues | 00%) for | | | Receipt Bags Weight | Receipt Co | Total Original Variety Ind / Receipt Com. / Gr. A Bags Weight | Total Original Variety Ind / Imp. Country of Receipt Com. / Gr. A Origin Bags Weight Ind. | Total Original Variety Ind / Imp. Country of Receipt Com. / Gr. A Origin Bags Weight Ind. | Total Original Variety Ind / Imp. Country of No. of bags Receipt Com. / Gr. A Origin as per Peri- Bags Weight Ind. pheral Count | Total Original Variety Ind / Imp. Country of No. of bags V Receipt Com. / Gr. A Origin as per Peri- Bags Weight Ind. pheral Count |
|------------------------------|-----------|------------|----------------------|-------------------------|---|----------------------------------|----------|---|----|---------------------|------------|--|--|--|---|---|
| 1 | 2 | з | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 1 | 12 | 13 | 14 | 15 | 16 | 17 |
| - | | | | | | | | | | | | | | | | |
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| œ | | | | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | | | | |
| 10 | | | | | | | - | | L | | | | | | | |
| TOTAL PAGE WISE | E WISE | | | | | | | | | | | | | | | |
| GRAND TOTAL (COMMODITY WISE) | AL (COMMO | DITY WISE) | | | | | | | | | | | | | | |
| NO. OF PAGES | S | | | | | | | | | | | | | | | |

Same format should be used for shedwise summary at depot level Valuation Column (15 & 16) will indicate the difference in bags noticed between book balance and physical count

If excess bags in a stack is due to 'palla', indicate in remarks column as 'P'

CERTIFICATE

IT IS CERTIFIED THAT:

- The particulars indicated above regarding No. of Bags, Mode of weighment, total receipt weight are true and identified as entered in the stack registers.
- All the bags indicated in Col. 5 have personally been verified by me in full by peripheral count on 31-03-2013 to be reflected as closing stock as on 31-03-2013
- and that there is no discrepancy of the numbrt of bags on such peripheral count conducted.

 The description of Goods (a)Commodity, (b) classification as ready issuable, upgradable issuable and non-issuable etc., are true and verifiable with relevant records.

NAME OF THE STOCK HOLDER

(SHED INCHARGE)

SIGNATURE

NAME OF THE SHED INCHARGE

SIGNATURE

(OTHER THAN SHED INCHARGE)

SIGNATURE

NAME OF THE DEPOT INCHARGE

COUNTER SIGNATURE

NAME OF THE DISTRICT MANAGER DATED

- Original to be utilised for data entry in H.O. (to be sent to District Manager for onward submission to Head Office)
- Duplicate to be produced to Auditors on demand (to be retained by the District Manager) Triplicate: Depot Copy

For issuable and upgradable stocks (Clubbed together)

SUMMARY OF DEPOT STOCKS VERIFICATION REPORT AS ON 31-03-2013 (AS PER DEPOT MASTER LEDGER)

WEIGHT IN QUINTALS / KGS

| | | | | | | | | | 1 | | | | | | | |
|---------------------|-------|---------|--------|-------|-------|---------|--------|---------------|---|-------|---------|--------|-----------------|----|-----------|---------------|
| | | | | 3 | | | | 2 | | | | | 1 | 1 | No. | SI. |
| Total for the depot | Total | Grade A | Common | PADDY | Total | Grade A | Common | RICE IMPORTED | | Total | Grade A | Common | RICE INDIGENOUS | 2 | | Commodity |
| | | | | | | | | | | | | | | 3 | Reported | No. of pages |
| | | | | | | | | | | | | | | 4 | of Stacks | Total No. |
| | | | | | | | | | | | | | | 5 | No. of | Book \ |
| | | | | | | | | | | | | | | 6 | Weight | Book Weight |
| | | | | | | | | | | | | | | 7 | No. of | Total F |
| | | | | | | | | | | | | | | 8 | Weight | Total Receipt |
| | | | | | | | | | | | | | | 9 | Bags | Total P.V. |
| | | | | | | | | | | | | | | 10 | in Bags | Variance |
| | | | | | | | | | | | | | | 11 | | Remarks |

N.B. The particulars of Col. 5 & 6 shall tally with Master Stock Ledger, summary of relevant commodity/variety which would eventually be included in Closing Stock as per SLS of the Dist. Office

SIGNATURE

COUNTER SIGNATURE

NAME OF THE DEPOT INCHARGE

DATED

NAME OF THE DISTRICT MANAGER

DATED

ANDHRA PRADESH

PROFORMA -III (INPUT)
(FOR NON-ISSUABLE STOCKS)
(CLUBBED TOGETHER)

COVERED / OPEN (SPECIFY)

COMMODITY

(Use separate page for each commodty)

CENSUS LIST OF TOCKS (STACK WISE) AS ON 31ST MARCH. 2013

| Si No. | Shed No. | Stack No. | Issuable / | Book Balance as on | ince as on | Indicate mode of weight Total Original | de of weight | Total | Original | Variety | Ind / Imp. | Imp. Country of | No. of bags | Variati | on Noticed | Variation Noticed Reasons for Remarks | Remarks |
|-----------------|------------------------------|-------------|------------|--------------------|------------|--|--------------|-------|-------------|---------|------------|-------------------|--------------|---------|------------|---------------------------------------|---------|
| | | | ready/ | 31-03-2013 | -2013 | (10% or 100%) for | 00%) for | Re | Receipt | Grade | | Origin | as per Peri- | | | Shortage/ | |
| | | | upgradable | Bags | Weight | Receipt | issues | Bags | Bags Weight | | | Ind. | pheral Count | (+) | (-) | Excess | |
| - | 2 | 3 | 4 | O | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | |
| _ | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | |
| ß | | | | | | | | | | | | | | | | | |
| 4 | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | |
| 6 | | | | | | | | | | | | | | | | | |
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| 8 | | | | | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | | | | | |
| 10 | | | | | | | | | | | | | | | | | |
| TOTAL PAGE WISE | GE WISE | | | | | | | | | | | | | | | | |
| GRAND TO | GRAND TOTAL (COMMODITY WISE) | DDITY WISE) | | | | | | | | | | - | | | | | |
| NO. OF PAGES | GES | | | | | | | | | | | | | | | | |

NOTE: The particulars of Col. 5 & 6 shall tally with Master Stock Ledger, summary of relevant commodity/variety which would eventually be included in Closing Stock as per SLS of the Dist. Office

Valuation Column (15 & 16) will indicate the difference in bags noticed between book balance and physical count Same format should be used for shedwise summary at depot level

If excess bags in a stack is due to 'palla', indicate in remarks column as 'P'

CERTIFICATE

IT IS CERTIFIED THAT:

The particulars indicated above regarding No. of Bags, Mode of weighment, total receipt weight are true and identified as entered in the stack registers.

All the bags indicated in Col. 5 have personally been verified by me in full by peripheral count on 31-03-2013 to be reflected as closing stock as on 31-03-2013

and that there is no discrepancy of the numbrt of bags on such peripheral count conducted.

The description of Goods (a) Commodity, (b) classification as ready issuable, upgradable issuable and non-issuable etc., are true and verifiable with relevant records.

SIGNATURE SIGNATURE SIGNATURE

NAME OF THE SHED INCHARGE (OTHER THAN SHED INCHARGE)

NAME OF THE DEPOT INCHARGE

NAME OF THE DISTRICT MANAGER

COUNTER SIGNATURE

DISTRIBUTION:

NAME OF THE STOCK HOLDER (SHED INCHARGE)

Original to be utilised for data entry in H.O. (to be sent to District Manager for onward submission to Head Office)

Duplicate to be produced to Auditors on demand (to be retained by the District Manager)

Triplicate : Depot Copy

PROFORMA - IV

For Non Issuable stocks

SUMMARY OF DEPOT STOCKS VERIFICATION REPORT AS ON 31-03-2013 (AS PER DEPOT MASTER LEDGER)

WEIGHT IN QUINTALS / KGS

| | | | | 3 | | | | 2 | | | | 1 | 1 | No. | SI. |
|---------------------|-------|---------|--------|-------|-------|---------|--------|---------------|-------|---------|--------|-----------------|----|-----------|--------------|
| Total for the depot | Total | Grade A | Common | PADDY | Total | Grade A | Common | RICE IMPORTED | Total | Grade A | Common | RICE INDIGENOUS | 2 | | Commodity |
| | | | | | | | | | | | | | 3 | Reported | No. of pages |
| | | | | | | | | | | | | | 4 | of Stacks | Total No. |
| | | | | | | | | | | | | | 5 | No. of | Book |
| | | | | | | | | | | | | | 6 | Weight | Book Weight |
| | | | | | | | | | | | | | 7 | No. of | Total F |
| | | | | | | | | | | | | | 8 | Weight | Receipt |
| ٠ | | | | | | | | | | | | | 9 | Bags | Total P.V. |
| | | | | | | | | | | | | | 10 | in Bags | Variance |
| | | | | | | | | | | | | | 11 | | Remarks |

| | N.B. |
|--|---|
| included in Closing Stock as per SLS of the Dist. Office | The particulars of Col. 5 & 6 shall tally with Master Stock Ledger, summary of relevant commodity/variety which would eventually be |

SIGNATURE

NAME OF THE DEPOT INCHARGE

COUNTER SIGNATURE

NAME OF THE DISTRICT MANAGER DATED

PROFORMA - V (A & B)

(For ready issuable & Upgradable Issuable Stocks)

CONSOLIDATED RESULTS OF ANNUAL PHYSICAL VERIFICATION AS ON 31-03-2013

At District Level At Head Office Level

Depot-wise

District-wise (to attach xerox copies of District-wise statements also showing depoot-wise break up.)

| | | 10 | 9 | ∞ | 7 | 6 | 5 | 4 | 3 | 2 | 1 | | | 10 | 9 | ∞ | 7 | 6 | 5 | 4 | ω | 2 | 1 | | 1 | No. | SI. |
|-------------|-------|----|---|---|---|---|---|---|---|---|---|----------|-------|----|---|---|---|---|---|---|---|---|---|---------|----|------------|--------------------------|
| | | | | | | | | | | | | | | | | | | | | | | | | | 2 | Depot | Name of the District / |
| | | | | | | | | | | | | | | | | | - | | | | | | | | i | Depot Code | District / |
| GRAND TOTAL | TOTAL | | | | | | | | | | | B. PADDY | TOTAL | | | | | | | | | | | A. RICE | 4 | | Commodity |
| | | | | | | | | | | | | | | | | | | | | | | | | | 5 | Bags | Book I |
| | | | | | | | | | | | | | | | | | | | | | | | | | 6 | Weight | Book Balance |
| | | | | | | | | | | | | | | | | | | | | | | | | | 7 | PV Balance | Stock as per |
| | | | | | | | | | | | | | | | | | | | | | | | | | 80 | Excess | Variation ir |
| | | | | | | | | | | | | | | | | | | | | | | | | | 9 | Shortage | Variation in no. of Bags |
| | | | | | | | | | | | | | | | | | | | | | | | | | 11 | | Remarks |

SIGNED BY

DISTRICT MANAGER AT D.O.

MANAGER (MKTG) AT H.O.

GENL. MANAGER (MKTG) AT H.O.

(For Non-issuable stocks)

CONSOLIDATED RESULTS OF ANNUAL PHYSICAL VERIFICATION AS ON 31-03-2013

At Head Office Level At District Level

Depot-wise

District-wise (to attach xerox copies of District-wise statements also showing depoot-wise break up.)

| | | | | | | | | | | | | | | | | | | | | | | | | | 1 | No. | SI. |
|-------------|-------|----|---|---|---|---|---|---|---|---|----------|----------|-------|----|---|---|---|---|---|---|---|---|----------|---------|----|------------|--------------------------|
| | | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | → | | | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | → | | 2 | Depot | Name of the District / |
| | | | | | | | | | | | | | | | | | | | | | | | | | 3 | Depot Code | District / |
| GRAND TOTAL | TOTAL | | | | | | | | | | | B. PADDY | TOTAL | | | | | | | | | | | A. RICE | 4 | | Commodity |
| | | | | | | | | | | | | | | | | | | | | | | | | | 5 | Bags | Book Balance |
| | | | | | | | | | | | | | | | | | | | | | | | | | 6 | Weight | lance |
| | | | | | | | | | | | | | | | | | | | | | | | | | 7 | PV Balance | Stock as per |
| | | | | | | - | | | | | | | | | | | | | | | | | | | 8 | Excess | Variation in |
| | | | | | | | | | | | | | | | | | | | | | | | | | 9 | Shortage | Variation in no. of Bags |
| | | | | | | | | | | | | | | | | | | | | | | | | | 11 | | Remarks |

PROFORMA - VI (A & B)

(For ready Issuable & Upgradable Issuable Stocks)

SUMMARY OF SHORTAGES ON PHYSICAL VERIFICATION FOR WHICH PROVISION TO BE CONSIDERED AT D.O / H.O. LEVEL

STATE DISTRICT

ANDHRA PRADESH

| | 10 | | ~ | | | , , | | 3 | 2 | 1 | 1 | No. | SI. |
|-------------------------------------|----|---|---|---|---|-----|---|---|---|---|----|--------|---------------|
| Total Bags & Weight (District wise) | | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | | 2 | Depot | Name of the |
| District w | | | | | | | | | | | 3 | No. | Shed |
| ise) | | | | | | | | | | | 4 | | Stack No. |
| | | | | | | | | | | | 5 | Bags | R |
| | | | | | | | | | | | 6 | Weight | Rice |
| | | | | | | | | | | | 7 | Bags | pa |
| | | - | | | | | | | | | | Weight | paddy |
| | | | | | | | | | | | 8 | Bags | Other |
| | | | | | | | | | | | 9 | Weight | Others if any |
| | | | | | | | | | | | 11 | | Remarks |

Give variety wise break up of weight in respect Rice & Paddy separately.

DISTRICT MANAGER AT D.O.

MANAGER (MKTG)

GENL. MANAGER (MKTG)

PROFORMA - VI (C)
(ForNon-Issuable Stocks)

(Clubbed)

SUMMARY OF SHORTAGES ON PHYSICAL VERIFICATION FOR WHICH PROVISION TO BE CONSIDERED AT D.O / H.O. LEVEL ANDHRA PRADESH

STATE DISTRICT

Give variety wise break up of weight in respect Rice & Paddy separately.

DISTRICT MANAGER AT D.O.

MANAGER (MKTG)

GENL. MANAGER (MKTG)

SUMMARY OF DEPOTWISE DETAILS OF CLOSING STOCKS - PHYSICAL BALANCE OF STOCKS COMMODITYWISE AS ON 31-03-2013

| Total | 10 | 9 | ∞ | 7 | 6 | 5 | 4 | 3 | 2 | H | 1 | | Sl.No. |
|-------|----|---|----------|---|---|---|---|---|---|---|---|--------|-------------------|
| | | | | | | | | | | | 2 | | Name of the Depot |
| | | | | | | | | | | | ω | Bags | Rice |
| | | | | | | | | | | | 4 | Weight | |
| | | | | | | | | | | | 5 | Bags | Paddy |
| | | | | | | | | | | | 6 | Weight | ddy |
| | | | | | | | | | | | 7 | Bags | 0 |
| | | | | | | | | | | | 8 | Weight | Others |

The total for the District shall tally with the figures shown (a) as physical balance of Audited SLS, (b) Closing stock as per stock account for March 2013.

PROFORMA - VII (C)
(FOR NON ISSUABLE STOCKS)

SUMMARY OF DEPOTWISE DETAILS OF CLOSING STOCKS - PHYSICAL BALANCE OF STOCKS COMMODITYWISE AS ON 31-03-2013

| Total | 10 | 9 | œ | 7 | 6 | Uī | 4 | ω | 2 | Þ | 1 | | SI.No. |
|-------|----|---|---|---|---|----|---|---|---|---|---|--------|-------------------|
| | | | | | | | | | | | 2 | | Name of the Depot |
| | | | | | | | | | | | 3 | Bags | Rice |
| | | | | | | | | | | | 4 | Weight | |
| | | | | | | | | | | | 5 | Bags | Paddy |
| | | | | | | | | | | | 6 | Weight | ldy |
| | | | | | | | | | | | 7 | Bags | 0 |
| | | | | | | | | | | | 8 | Weight | Others |

The total for the District shall tally with the figures shown (a) as physical balance of Audited SLS, (b) Closing stock as per stock account for March 2013.

RESULTS OF 100% WEIGHMENT OF ALL BABY STACKS DURING ANNUAL P.V. AS ON 31-03-2013

NAME OF THE DEPOT

NAME OF THE DISTRICT

NAME OF THE STATE

NAME OF THE STATE AND

ANDHRA PRADESH

| Total | | | 10 | 9 | ∞ | 7 | 6 | 5 | 4 | ω | 2 | 1 | 1 | | No. | SI. |
|-------|--|--|----|---|---|---|---|---|---|---|---|---|----|-------------|-------------|-------------------|
| | | | | | | | | | | | | | 2 | | Variety | Commodity / |
| | | | | | | | | | | | | | ω | | aerment No. | Shed / Comp- |
| | | | | | | | | | | | | | 4 | | Stack No. | Old / New |
| | | | | | | | | | | | | | | Bags | | Book |
| | | | | | | | | | | | | | 5 | Weight | | Book Balance |
| | | | | | | | | | | | | | | Bags | | Origina |
| | | | | | | | | | | | | | 6 | Weight | | Original Receipts |
| | | | | | | | | | | | | | | Bags | wei | Result |
| | | | | | | | | | | | | | 7 | 3ags Weight | ghment | Results of 100% |
| | | | | | | | | | | | | | | Bags | | Storage |
| | | | | | | | | | | - | | | 8 | Weight | | Storage Loss/Gain |
| | | | | | | | | | | | | | 9 | | | % to Col. 5 |
| | | | | | | | | | | | | | 10 | | | % to Col. 6 |

CERTIFICATE:

and stock accounts etc., as on 31-03-2013. Certified that the results of 100% P.V. weighment has been adjusted / accounted for in the stack cards / Stack / Shed / Master Ledger

Name & Designation of the stock Veifier

Date of Verification

Name of Compartment / Shed I/C.

Name of Stock Holder

Name of Depot Incharge

PROFORMA - IX

STATE: ANDHRA PRADESH

NAME OF THE JOINT CUSTODIAN: DESIGNATION:

NAME OF THER RICE MILL:

SUMMARY OF PADDY STOCK VERIFICATION HELD WITH MILLERS UNDER JOINT CUSTODY AS ON 31-03-2013

| | Received 2 | Date of Quantity espacined Quantity Received Quantity Issued Receipt No. of Quantity No. of Quantity for Custo Milling Raw R Bags MTs. KGs Bags Quantity Bags Quantity Bags 10 10 11 | Quantity Received Quantity Issued No. of Quantity for Custo Milling Raw Rio Bags Quantity Bags Quantity Bags 111 | Quantity Received Quantity issued Resultant Rice No. of Quantity for Custo Milling Raw Rice to CSC Bags Quantity Bags Quantity Bags Quantity Table 11 Commonwealth Received Resultant Rice No. of Quantity Bags Quantity Resultant Rice No. of Quantity Bags Quantity Resultant Rice No. of Quantity Bags Quantity Resultant Rice No. of Quantity Bags Quantity Resultant Rice No. of Quantity For Custo Milling Resultant Rice No. of Resultant R | Quantity Received Quantity issued Resultant Rice belivered No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice t Bags Quantity | Ouantity Received Cuantity issued Resultant Rice Delivered Equ. No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Pac Bags Quantity Bags Quantity Bags Quantity F | Quantity Received Quantity usued Resultant Rice believered Equivalent No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice Table 11 12 12 12 12 12 12 12 12 12 12 12 12 | Quantity Received Quantity issued Resultant Rice believered Equivalent No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice Tags Operating Bags Quantity Bags Quantity Rice | Ouantity Received Cuantity issued Resultant Rice Delivered Equivalent Balance paddy with the No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Miller under Joint Custody Bags Quantity Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity | Cuantity Received Quantity issued Resultant Rice Delivered Equivalent Balance paddy with the Variations No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Miller under Joint Custody found if any Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags Quantity Rice Bags Quantity B |
|--|--|--|--|--|--|---|---|---|--|--|
| B No. C | | Ouantity Facetwed Cuantity Issued Cuantity Faceto Miling Raw R Bags Quantity Bags Quantity Bags 7 8 9 10 11 | Ouantity Received Ouantity issued No. of Quantity for Custo Milling Raw Rice Bags Quantity Bags Quantity Bags 7 8 9 10 11 | Ouantity Received Ouantity issued Resultant Rice No. of Quantity for Custo Milling Raw Rice to CSC Bags Quantity Bags Quantity Bags Quantity 7 8 9 10 11 12 | Ouantity Received Ouantity issued Resultant Rice No. of Quantity for Custo Milling Raw Rice to CSC Bags Quantity Bags Quantity Bags Quantity 7 8 9 10 11 12 | Ouantity Received Ouantity issued Resultant Rice Delivered No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags Quantity 11 12 13 14 | Ouantity Received Ouantity issued Resultant Rice Delivered Equivalent No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice 7 8 9 10 11 12 13 14 15 | Ouantity Received Ouantity issued Resultant Rice Delivered Equivalent No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice 7 8 9 10 11 12 13 14 15 | Quantity Received Quantity (struct) Resultant Rice Delivered Equivalent Balance paddy with the No. of Quantity for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Millier under Joint Custody Bags Quantity Bags Quantity Bags Quantity Regs Quantity Re | Cuantity Received Cuantity Issued Resultant Rice Delivered Equivalent Balance paddy with the Variations |
| pt No. of Quantity Bags MTs. KGs 5 6 | of Quantity s MTs. KGs 6 | Outentity Issued for Custo Milling Raw R Bags Quantity Bags 9 10 11 | Guantity Issued for Custo Milling Raw Rice Bags Quantity Bags 9 10 11 | Quantity issued Resultant Rice for Custo Milling Raw Rice to CSC Bags Quantity Bags Quantity 9 10 11 12 | Quantity issued Resultant Rice for Custo Milling Raw Rice to CSC Bags Quantity Bags Quantity 9 10 11 12 | Cuantity Issued Resultant Rice Delivered for Custo Milling Raw Rice to CSC Boiled Rice to FCI Bags Quantity Bags Quantity Bags Quantity 12 13 14 | Quantity issued Resultant Rice Delivered Equivalent for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice 9 10 11 12 13 14 15 | Quantity issued Resultant Rice Delivered Equivalent for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Bags Quantity Rice 9 10 11 12 13 14 15 | Cuantity Issued Resultant Rice Delivered Equivalent Balance paddy with the for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Miller under Joint Custody Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Bags 10 11 12 13 14 15 16 17 18 | Cuantity Issued Resultant Rice Delivered Equivalent Balance paddy with the Variations for Custo Milling Raw Rice to CCI Bolled Rice to FCI Paddy to Miller under Joint Custody 67 (Quantity Bags Quantity Bags Quantity Bags Quantity Bags 10 (Quantity Bags Quantity Bags 11 (Quantity Bags Quantity Bags Quantity Bags 12 (Quantity Bags Quantity Bags Quantit |
| | | Quantity Issued for Custo Milling Raw R for Custo Milling Raw R Grantity Bags 9 10 11 | Cuantity Issued for Custo Milling Raw Rico Bags Quantity Bags 9 10 11 | Quantity issued Resultant Rice for Custo Miling Raw Rice to CSC Bags Quantity Bags Quantity 9 10 11 12 | Quantity issued Resultant Rice for Custo Miling Raw Rice to CSC Bags Quantity Bags Quantity 9 10 11 12 | Ouantity issued Resultant Rice Delivered for Custo Miling Raw Rice to CSC Boiled Rice to FCI Bags Quantity Bags Quantity Bags Quantity 9 10 11 12 13 14 | Ouantity issued Resultant Rice Delivered Equivalent for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Rice 9 10 11 12 13 14 15 | Ouantity issued Resultant Rice Delivered Equivalent for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Bags Quantity Bags Quantity Rice 9 10 11 12 13 14 15 | Cuantity Issued Resultant Rice Delivered Equivalent Balance paddy with the for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Miller under Joint Custody Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity Rice Bags Quantity Bags 10 11 12 13 14 15 16 17 18 | Quantity issued Resultant Rice Delivered Equivalent Balance paddy with the Variations for Custo Milling Raw Rice to CSC Boiled Rice to FCI Paddy to Miller under Joint Custody for Gundiffary Bags Quantity Bags Quantity Rice Bags Quantity Bags Quantity 9 10 11 12 13 14 15 16 17 18 |
| | | Raw R Bags 11 | Raw Ric Bags 11 | Resultant Rice Raw Rice to CSC Bags Quantity 11 12 | Resultant Rice Raw Rice to CSC Bags Quantity 11 12 | Resultant Rice Delivered Raw Rice to CSC Bags Quantity Bags Quantity 11 12 13 14 | Resultant Rice Delivered Equivalent Raw Rice to CSC Bags Quantity Bags Quantity Rice 11 12 13 14 15 | Resultant Rice Delivered Equivalent | Resultant Rice Delivered Equivalent Balance paddy with the Raw Rice to CSC Paddy to Miller under Joint Custody | Resultant Rice Delivered Equivalent Balance paddy with the Variations Raw Rice CSC Bolled Rice to FCI Paddy to Miller under Joint Custody found if any Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags Quantity Bags 14 15 16 17 18 |
| Quantity Received Quan No. of Quantity for Cu Bags Quantity Bags 7 8 9 | Quantity Ferenced Quantity for Gu Bags Quantity Bags 7 8 9 | Raw Ri Bags 11 | | Resultant Rice ice to CSC Quantity 12 | Resultant Rice ice to CSC Quantity 12 | Resultant Rice Delivered Gret o CSC Boiled Rice to FCI Quantity Bags Quantity 13 14 | Resultant Rice Delivered Equivalent (set to CSC Paddy to Quantity Bags Quantity Rice 12 13 14 15 | Resultant Rice Delivered Equivalent (set to CSC Paddy to Quantity Bags Quantity Rice 12 13 14 15 | Resultant Rice Delivered Equivalent Balance paddy with the learner paddy with the learner paddy with the learner paddy to Miller under Joint Custody Lee to CSC Paddy to Paddy to Miller under Joint Custody Bags Quantity Rice Bags Quantity Bags | Resultant Rice Deliverée Equivalent Balance paddy with the Variations Resultant Rice Deliverée (CT FCI Paddy to Miller under Joint Custody found if any Quantity Bags Quantity Rice Bags Quantity Bags Quantity Bags 114 15 16 17 18 18 |
| Quantity (Sound Quantity (Sound Quantity For Custo Milling Bags Quantity Bags Quantity Bags Quantity Bags 10 | Quantity Issued No. of Quantity for Custo Miling Bags Quantity Bags Quantity 7 8 9 10 | | Resultant R Ce to CSC Quantity 12 | Z Z | Z Z | tt Rice Delivered Boiled Rice to FCI Bags Quantity 13 14 | tt Rice Delivered Equivalent Equivalent Equivalent Paddy to Paddy to Pags Quantity Rice 13 14 15 | tt Rice Delivered Equivalent Equivalent Equivalent Paddy to Paddy to Pags Quantity Rice 13 14 15 | tt Rice Delivered Equivalent Balance paddy with the Bolled Rice to FCI Paddy to Miller under Joint Custody Paddy New Holes Sags Quantity Rice Bags Quantity Bags 13 14 15 16 17 18 | tt Rice Delivered Equivalent Balance paddy with the Variations Paddy to Miller under Joint Custody found if any Bags Quantity Rice Bags Quantity Bags found if any 13 14 15 16 17 18 |

1. Cerified that the stock has been physically verified on peripheral count basis and found correct.

2. The particulars furnished above are true & correct.

SIGNED BY DATE: ADDRESS NAME OF THE MILLER SIGNED BY DATE: NAME DESIGNATION COUNTERSIGNED BY

DESIGNATION

NAME

DATE

STOCK STATEMENT OF EMPTY GUNNY BAGS (NEW & ONCE-USED) FOR THE FINANCIAL YEAR 2012-13

DISTRICT:

| | DISTRICT: | Manu mummu | Once used | |
|------|--|-------------------|--|----------|
| Slno | PARTICULARS | New gunny bags | gunny bags | TOTAL |
| 1 | Opening Balance as on 01-04-2012 | 0 | 58694 | 58694 |
| | Purchases during Financial year | 0 | 56188 | 56188 |
| 3 | Transfers in from other Districts | 24500 | | 24500 |
| | Left0over Gunny bags received back after milling | | | |
| 5 | TOTAL (1+2+3+4) | 24500 | 114882 | 139382 |
| 6 | Paddy purchased qty. in Mts. | | and the same of th | 4260.385 |
| 7 | Gunny bags utilised for paddy | 14324 | 92187 | 106511 |
| 8 | Transfer out to other Districts | | | |
| 9 | Shortages - gunny bags | 41 | 11887 | 11928 |
| 10 | Closing Balances - as on 31.03.2013 (5-7-8-9) | 10135 | 10808 | 20943 |

Gunny bags with Millers:

| Slno | PARTICULARS | New gunny bags | Once used gunny bags | TOTAL |
|------|--|-------------------|----------------------|--------|
| 1 | Gunny bags delivered with paddy | 14324 | 92187 | 106511 |
| | Gunny bags utilised for delivery of CMR to FCI | 7677 | 0 | 7677 |
| | Gunny bags returned by millers | 0 | 0 | 0 |
| | Gunny bags NOT returned (cost to be recovered) | | | 0 |
| | Gunny bags available with paddy | 6647 | 92187 | 98834 |
| | Empty gunny bags available with-out paddy | 0 | 0 | 0 |

CLOSING BALANCE CERTIFICATE

DISTRICT:

DATE:

This is to certify that the following balances of gunny bags are verified physically and found correct as on the closing date (31-03-2013) of the financial year 2012-13.

| | PARTICULARS | Book Balance | Physical balance | Difference |
|---|--|--------------|------------------|------------|
| 1 | New gunny bags | | | |
| 2 | Once-used gunny bags | | | |
| 3 | Left-over once used gunny bags received from mille | ers | | |
| 4 | Left-over New gunny bags available with millers | | | |
| 5 | Left-over O/used gunny bags available with millers | | | |
| | TOTAL | | | |

DISTRICT MANAGER
DISTRICT: