

**GOVERNMENT OF PUNJAB
DEPARTMENT OF FOOD SUPPLIES**

CLARIFICATION - II

To

- i) All the Divisional Commissioners
- ii) All the Deputy Commissioners
in Punjab

Memo No. 2(FD(3)-07/ 892
Dated, Chandigarh, the 5-4-2007

Sub: Clarifications regarding survey of poor households in the state for implementation of Atta Dal Scheme

A Video Conference was held by the Chief Secretary with the Deputy Commissioners at 3:00 PM on 4/4/2007. There were some queries from the Deputy Commissioners. You may kindly see the website of the Department of Planning under the head ‘News’ for the latest clarifications.

2. **Clarifications** – The clarifications on the items raised by the Deputy Commissioners are as follows -

(1) **Affidavit** – As decided in the meeting of Deputy Commissioners with the Hon’ble Chief Minister on 3/4/2007 in Chandigarh, affidavits are no longer required to be take from the beneficiaries. Since affidavits have now been dispensed with, details of family members have to be captured in the survey form in the following format.

7(A) Details of Family Member

<i>SN</i>	<i>Name</i>	<i>Age</i>	<i>Relation with the head of the family</i>

In the districts where survey forms have already been printed enumerators may be instructed to capture the detail of family members in a separate paper and attach this detail with the survey form.

(2) **Survey of families whose income is well above Rs. 30,000/-** - In this regard, it has been decided that door-to-door survey of all house-holds is compulsory. In case where during door-to-door survey, prima facie it is felt by the

enumerators that the house-hold annual income is well above Rs. 30,000/-, in that case there may not be any need to fill up the detailed proforma but signatures may be obtained of one of the family members on the statement “annual income above Rs. 30,000/-” after recording the basic details in the proforma. Or else name of such house-hold may be entered in a separate register. It is again stated that each and every household has to be visited and covered either by filling the detailed proforma or by getting the signatures on the statement/entering the names in a separate register.

(3) Computerisation – For the computerization of this data, software is being centrally prepared by the NIC and CDs of software will be sent to all the districts by 15th of April, 2007. Data entry will be done at the districts NIC centres. Detail schedule of data entry and other details such as remuneration to Data Entry Operators will be conveyed to you in due course.

(4) Designing and Printing of Blue Cards – Designing and Printing of Blue Cards will be done centrally and thereafter cards will be distributed to the districts.

(5) Land Holding of a family – The family unit would mean husband, wife and dependent un-married children. In case of old parents it must be ascertained whether they are normally living together with the surveyor family and taking food from the common kitchen. In those cases where the children are living separately from their parents and on ground division of land has taken place but the same has not been mutated in the revenue record, the enumerators must record the actual share in possession of the family irrespective of the fact that such an entry has not been made in the revenue record.

(6) Remuneration – As regards remuneration it is clarified that detailed guidelines for distribution of the amount amongst the enumerators and the supervisors would be issued at the time of allotment of funds.

Director Food, Civil Supplies
& Consumer Affairs, Punjab