**PROPOSED CALENDAR OF MEETINGS**

**PD Division**

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| **S.No.** | **Meeting Frequency**  | **Chairperson** | **Stakeholders**  | **Proposed Date/Week** | **Agenda** |
| 1 | Weekly | Joint Secretary  | NIC - HQ | Every Tuesday - 11 AM | Data Analytic Dashboard and other NIC related issues  |
| 2 | Monthly  | Director | NIC - HQ | Every first Friday - 9:30 AM ( alternate meeting at DFPD and CGO Complex) | Detail review on the progress of PDS modules with team members  |
| 3 | Monthly  | Director | NIC -Hyderabad | Every Second Friday - 11 AM ( over VC) | Detail review on the progress of FPS Automation, eKYC, De-duplication |
| 4 | Monthly  | Director | North Eastern States, A&N, CHD, Ladakh, Puducherry, Lakshadweep | Every first Tuesday -3 PM  | a. Data Analytics and ONORC Transactions b. PMGKAY lifting and Distributionc. Reporting of data in Central Repository and Annavitran portal d. Action taken on duplicate ration cards e. Awareness and other activities for ONORC tran.F. Fund utilization and plan for coming months g. Aadhaar Authentication progressh. Aadhaar seeding and Aadhaar Validationi. Usage of RCMS and Supply chain application j. other technical issues  |
| 5 | Monthly  | Director | J&K,PB, HR, HP, UK, DL, RJ, UP | Every second Tuesday -3 PM  |
| 6 | Monthly  | Director | GJ, D&D D&NH, MP, BR, JH, CG, MH, OD | Every third Tuesday -3 PM  |
| 7 | Monthly  | Director | AP,Goa, TL, KA, TN, KL, WB | Every fourth Tuesday -3 PM  |
| 8 | Monthly  | Joint Secretary  | all States/UTs and NIC HQ | Every second Wed 3 PM  | Action points of monthly review meeting charied by DS  |
| 9 | Monthly  | Director | ADB/KPMG | First Wed 11 AM  | Review the progress of ONORC evaluation by ADB/KPMG |
| 10 | Bi-Monthly  | Joint Secretary  | all States/UTs and CSC, MeiTY | as per availability of Joint Secretary  | FPS Viability and progress of implementation of CSC services  |
| 11 | Half Yearly | Secretary  | all States/UTs and CSC, MeiTY | as per availability of Secretary  | FPS Viability and progress of implementation of CSC services  |
| 12 | Bi-Monthly  | Joint Secretary  | WFP  | as per availability of Joint Secretary  | Review the progress of activities under taken by WFP |
| 13 | Bi-Monthly  | Joint Secretary  | MicroSave | as per availability of Joint Secretary  | Review the progress of activities under taken by Microsave |

**Directorate of Sugar & Vegetable Oils**

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| **S.No.** | **Meeting Frequency**  | **Chairperson** | **Stakeholders**  | **Proposed Date/Week** | **Agenda** |
| 1 | Weekly | Joint Secretary (Sugar) | Distilleries, ISMA, NFCSF, AIDA, OMCs, MoPNG, DFPD | Every Wednesday12.00 pm | Review of status of supply of ethanol for blending with petrol.  |
| 2 | Monthly  | Secretary (Food & PD) | Distilleries, ISMA, NFCSF, AIDA, OMCs, MoPNG, DFPD | Every first week of month; Thursday 3.30PM | Review of status of supply of ethanol for blending with petrol.  |
| 3 | Quarterly  | Joint Secretary (Sugar) | Project Proponents, ISMA, NFCSF, AIDA, State Govt ( Cane Commissioners, Excise Commissioners, Industry, SPCB) OMCs, MoPNG, Banks, NABARD, DFS, MoEF&CC, DFPD | 2nd and 3rd week of April/ July/ Oct/ Jan | Review of capacity expansion of ethanol production. |
| 4. | Bi-annual |  Secretary (Food & PD) | Cane commissioners, Industry Associations, DFPD | Last Tuesday of September/ March3.30 PM | To assess production of sugar in the country. |

**Policy & FCI Division**

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| **Sl.No.** | **Subject** | **Scheduled month/week** |
| 1. | Fortnightly review meeting of FCI activities  | 2nd/4th week of every month |
| 2. | Review of Vigilance cases of DFPD, FCI and CWC  | January 2nd weekApril 2nd weekJuly 2nd weekOctober 2nd week |
| 3. | Review of Shortages of packaging material for KMS/RMS | January 4th week and July 4th week |
| 4. | Meeting with State Food Secretaries and Officers of FCI to review the arrangements for procurement of wheat and paddy during the Rabi Season | Last week of February |
| 5. | Meeting with State Food Secretaries and Officers of FCI to review the arrangements for procurement of paddy during the Kharif Season | last week of August |