

**CIRCULAR NO: 88 ( Marketing)**

No.Mktg/M2/52(G)/2010-11/Rabi

Dated:20.06.2011

Sub:- APSCSCL – Mktg – Rabi 2010 – 11 – preservation of empty new / OUG in scientific methods to protect from the damages –instructions issued - Reg.

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The APSCSCL purchased new jute gunny bales in bulk through DGS &D, Kolkatta from AP jute mills and jute mills of West Bengal and positioned in the paddy procurement districts as per the requirements and indents.

All the District Managers are aware that the season Rabi 2010-11 reached to fag end due to Monsoons. Now it is inevitable that care has to be taken to preserve the left over new gunny bags in a scientific manner to protect them from the damages. The left over new gunny bags after Rabi operations have to be utilized during ensuing season KMS 2011-12 and there is every need to take all precautionary measures to preserve the new gunny bales.

Therefore all District Managers are requested to adopt all safety measures to preserve the new gunny bales free from damages due to climatic conditions and rodent bites & the following steps have to be followed strictly to safeguard the quality and quantity of the left over new gunny bales soon after the completion of the season Rabi 2010-11 operations.

1. The new gunny bales shall be stored in scientific godowns .
2. i) The new gunny bales shall be stacked on dunnage material to protect from damages of bottom layers due to dampness and shall be stacked on crates.  
  
ii) Polythene cap covers shall be provided to cover the stack to protect from the water leakages from roof, if any. However, the leakages from the roofs or ventilators shall be plugged immediately. If crates are not available the wooden ballies preferably of causrina shall be provided on which the bales shall be stacked.  
  
iii) It should be ensured that there shall be no water seepage into godown.
3. The Godowns incharges shall ensure that sufficient aeration is given to the gunny bales to protect them from the fungal damages due to moisture contents retained in the gunny bales which are hygroscopic.

4. Periodical Prophylactic treatment shall be undertaken under the supervision of Asst.Managers (Tech.)
5. Anti Rodent measures shall be undertaken periodically.
6. The District Managers shall periodically check the condition of new gunny bales and maintain the status in a separate register in addition to stock register which shall be duly signed with date of inspection.
7. The District Managers shall make a periodical programme of physical verification of the new gunny bale stocks and furnish a monthly report.
8. Godownwise gunny account shall be maintained fixing up of responsibilities on the incharges of godowns.
9. The Asst.Manager (Tech.) shall be made responsible for overall supervision of preservation and safeguard of the new gunny bales to enable use in ensuing crop seasons in sound condition.
- 10.If any damage is caused to the gunnies the cost of gunnies shall be recovered from the incharges concerned and action on supervision Lapses by the AM(Tech.) will also be taken.
- 11.After the paddy procurement operations, the unused gunnies returned by IKP groups shall be checked 100% ( ie every unit) before accepting. Gunnies in sound & good condition only shall be accepted . Any deviation shall be at the risks and responsibility of the concerned godown i/c.

All District Managers, where, the new gunny bales are being preserved shall follow the above instructions scrupulously and take all precautionary measures for scientific preservation of new gunny bales without fail. The Asst.Managers (Tech.) shall be made fully responsible for the preservation and maintainance of new gunny bales & furnish the ATR immediately to HO. A monthly periodical on indicating place of storage, type of godown, condition of new jute gunny bales shall be submitted by 5<sup>th</sup> of succeeding month w.e.f. June 2011.

Any deviation in this regard will be viewed seriously and stringent action will be initiated against the erring officials.

This shall be treated as most important and essential.

The receipt of the Circular shall be acknowledged by return of post.

Sd/-  
VC & Managing Director

//t.c.f.b.o.//

General Manager (Mktg.)

To  
All the District Managers, APSCSCL,  
Copy submitted to the Commissioner Civil Supplies.  
Copy to Joint Collector & EOEDs, APSCSCL.