



**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD.**

**C/2, NAYAPALLI, BHUBANESWAR-12**

**Letter No 20145 / Mark (PP) 60/11 dated- 16.11.2011**

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From,

Suresh Kumar Vashishth, IAS,  
Managing Director.

To

All CSO-cum-District Managers,  
OSCSC Ltd.

**Sub: Operational guidelines for KMS-2011-12.**

Sir,

Enclosed find herewith operational guidelines for KMS-2011-12.

2. All District Managers are expected to go through these guidelines carefully.
3. District Managers must train Purchase Officers /Authorized Officers/Accountants/ SA-cum-GAs/Marketing Inspectors/Procurement Inspector and other staff engaged in procurement operations, thoroughly about these guidelines.
4. Specific responsibilities have been fixed for officers concerned with procurement. Any deviation shall invite disciplinary action.
5. District Managers shall be responsible to ensure that these guidelines are issued to all the officers/ Custom Millers/ DRCS/ DCCB/ DSWO/ WSHGs/ PPs etc. and followed by them. Disobedience/ Deviations, if any, shall be brought to the notice of FS & CW Department & OSCSC Ltd. immediately.
6. This guideline can be downloaded from the Corporation website [www.oscsc.in](http://www.oscsc.in).

For any clarification, suggestion or modification, the undersigned may be contacted.

Encl:- Operational guidelines ( 56 pages).

Yours faithfully,

Sd/  
Managing Director

**Memo No 20146 / dated- 16.11.2011**

1. Copy to all Collectors and District Magistrates for information and necessary action.
2. Copy to the Commissioner-cum-Secretary to Government, FS & CW Department for kind information.
3. Copy to Registrar of Co-operative Societies/ Director, Social Welfare, Bhubaneswar for information and necessary action.
4. Copy to Branch Manager, NAFED/ MD, MARKFED/ MD, TDCC for information and necessary action.
5. Copy to the MD, OSCB/ all Secretaries, DCCB/ all DRCS for information and necessary action.

Sd/-  
Managing Director



**Operational  
Guidelines  
for  
KMS-2011-12**

**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD.  
C/2, NAYAPALLI, BHUBANESWAR-12**

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