

No. 11-3/2021-BP&E
Government of India
Ministry of Consumer Affairs, Food and Public Distribution
Department of Food and Public Distribution
Directorate of Sugar & Vegetable Oils

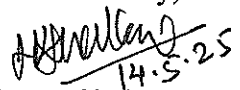
Krishi Bhawan, New Delhi
Dated: 14th May, 2025

To,
Chairman & Managing Director, FCI

Subject: SOP for sale of FCI rice through FCI Depots for ethanol production and its smooth lifting by ethanol distilleries -reg.

Sir,

I am directed to forward herewith SOP for sale of FCI rice through FCI Depots for ethanol production and its smooth lifting by ethanol distilleries.

Yours faithfully,

(Harit Kumar Shakya)
Joint Director, DSVO
Tel: 011-23097060
Email: haritk.shakya@nic.in

Copy to:

1. Executive Director (Sales), FCI
2. President, GEMA (With a request to to ensure circulation of the SOP amongst the grain based distilleries.)
3. Director General, AIDA (With a request to to ensure circulation of the SOP amongst the grain based distilleries.)

SOPs for sale of FCI rice through FCI Depots for ethanol production and its smooth lifting by ethanol distilleries

S.No.	Activity	Action to be taken	Timeline	Responsible Entity/Officer
1.1	Placement of Indent alongwith advance payment	To be placed beforehand by the distilleries having valid contract with OMCs alongwith advance payment of the indented quantity	As per allocation from OMCs	Distilleries
1.2	Issuance of Release Orders (ROs)	ROs to be issued by FCI	After indents are placed and payment for the same is made by the distillery Release Order (RO) would be issued within 24 hours by the FCI after payment verification.	Regional Manager, FCI
1.3	Lifting of FCI Rice	Arrangement of transport to be made by distillers	Distillers to lift the quantity within five working days from issuance of release order. Accordingly, the distilleries will provide a tentative daily lifting plan in advance to Depot Manager concerned.	Distilleries
		Arrangement of Labour by FCI	Depot Manager to ensure availability of labour after issuance of RO to facilitate timely lifting by the distillers.	Depot Manager, FCI

Additional Scenarios:

S.No.	Issue/Scenario	Action to be taken	Responsible Officer
2.1	Unavailability of stock in concerned Depot	FCI will arrange the availability of rice at the earliest. If stock is available at nearby depot, distilleries having valid ROs may be allowed to lift the stock from nearby depot.	Regional Manager, FCI
2.2	Supply of rice directly through rakes	i. If any distillery request for full rake quantity at nearby rake unloading facility, such distilleries may be facilitated with supply of FCI rice through rail rakes with a condition that the rake will be released within the prescribed time by Railways. ii. On confirmation of availability of rake, depot manager to inform distillery at the earliest. iii. In case of any delay in rake unloading, demurrage shall be paid by the distiller.	Regional Manager, FCI
2.3	Arrangement of availability of labour on gazetted holidays/non-working days	If the depot is unable to provide sufficient manpower to a distillery for lifting, the distillery may, upon request, be allowed to lift rice on gazetted holidays or non-working days except for godowns/depots operated by DPS/departmental labour. The Depot Manager shall ensure the availability of labour.	Depot Manager, FCI

3. In case, any issue regarding lifting of FCI still arises at any of the FCI depots, then the concerned Depot Manager should promptly bring it into notice of General Manager (Region)/Divisional Manager and if required, the matter may be escalated to ED (Zone).
4. **Distilleries procuring rice from FCI for ethanol production may register grievances related to rice lifting from FCI depots.**

The grievance can be lodged through any of the following platforms:

- i. Web Portal: <https://fci.gov.in/grievanceredressal/grievance/login>
- ii. Android Mobile Application: Available on Google Play Store under the name "FCI Grievance Redressal"