

## Notes of Discussion

**Ref: VC with the Districts held on 21 September 2015 (5:30PM)**

**Sub: Programme for distribution of bi-cycles**

**Present: Remote locations - District Magistrate (All Districts), Additional District Magistrates (All Districts), Nodal Officers/ Home location – Principal Secretary, BCW Department, Commissioner, BCW, MD, WB SC ST Dev & Finance Corporation, District Manager (HQ), Project Manager (PMU), DI, Kolkata.**

Present status and plan of action for implementation was reviewed by Principal Secretary, Backward Classes Welfare Department.

Issues discussed and action points emerged are:-

1. As per the present plan, supply and distribution is to be completed by Jan/ Feb 2015. Supply as per the present scale by all the three suppliers will, hence, continue. Suitable arrangements for taking delivery should be made. Covered space should be arranged for fitting of bi-cycles. Fitted bi-cycles are to be kept in safe and secured covered spaces.
2. Fitters should be provided accommodation in the delivery points. Considering them as key functionaries for successful implementation of the programme, bare minimum living condition should be provided to them. They may be working day and night to complete fitting works within very short span.
3. Normal distribution will take place only after formal inauguration by Hon'ble Chief Minister, West Bengal. The distribution programme is likely to commence from 11 LWE Blocks of Paschim Medinipur after election process /Puja Vacation as may be desired. Till that time fitted bi-cycles are to be kept in secured covered spaces with proper security arrangements. Police Authorities at the highest level has been informed accordingly.
4. Nodal officers in all the Districts should be provided additional manpower support to properly supervise and monitor the logistics issues related to supply, space arrangements, security measures, keeping fitted bi-cycles in covered spaces etc.
5. Some incidents related to unloading of bi-cycle components at the delivery points have been reported. It is the responsibility of the suppliers to get the bi-cycle components unloaded from Trucks. Usually every truck carries personnel for unloading. However, if the representative of supplier approaches local Administration in some exceptional circumstances necessary support may be provided. Supplier will arrange payment @ Rs. 3/- per bi-cycle.
6. It is reported that due to space constraints fitting work has been stopped in different places. The fitters are sitting idle. They are to be re-deployed elsewhere. This is not possible unless fitted bi-cycles are taken over by the local Administration (BDOs/ Municipalities). As intimated earlier and as described in the SOP, Challan in prescribed format should be issued in such cases against no. of completely fitted bi-cycles handed over by the supplier to the local Administration. Challan will be signed initially by the officer in charges of respective delivery/ assembly points. This should thereafter be countersigned by respective BDOs/ SDOs as the case may be. The signed copy of the challans be thereafter sent to District Nodal Officers. District Nodal officer will cross-check and countersign. Challans showing receipt will thereafter be collected by the District Coordinators of the suppliers.