

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DEPARTMENT OF FOOD SUPPLIES & CONSUMER AFFAIRS**  
**K-BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI-110002.**  
**(POLICY BRANCH)**

F.3(28/P&C/F&S/2018/Pt. File/932-944

Dated: 23.09.2019

**ORDER**

**Sub: Guidelines on grant of Medical Leave to FPS Licensees**

In supersession of all previous guidelines in the matter, the following guidelines are issued on grant of medical leave to the FPS licensees:-

1. Medical Leave shall be granted to Fair Price Shop licensees only in emergent and serious medical condition wherein the licensee is unable to run the FPS efficiently owing to ill health for a specific period.
2. No medical leave for any duration shall henceforth be granted at Circle FSO level.
3. Medical leave up to sixty days on production of supporting documents regarding medical condition of the FPS licensee will be considered and sanctioned by concerned Zonal AC on case to case basis.
4. Medical Leave of more than 60 days and up to 90 days on production of supporting documents on medical condition of the FPS licensee will sanctioned by Addl./Spl. Commissioner supervising the District on the recommendation of concerned Zonal AC. Such approvals, however, should be granted in most deserving cases.
5. Medical Leave of more than 90 days and up to 180 days will be placed before Commissioner, F&S with the recommendation of concerned Addl./Spl. Commissioner. The proposal should be accompanied by full facts of the case, supporting documents on medical condition of the FPS licensee and details of leave already sanctioned to the licensee. The leave will be granted in exceptional circumstances.
6. Under no circumstances, medical leave beyond 180 days shall be allowed to the FPS licensee.
7. During the period of medical leave allowed to the FPS licensee, sanctioned by any of the above specified authorities, it shall be ensured by the Zonal AC that there is no inconvenience to the beneficiaries in obtaining their entitled quota of Specified Food Articles under Targeted Public Distribution System.

This issues with the prior approval of Secretary-cum-Commissioner, F&S.

DS  
23.9.2019

(DESH RAJ SINGH)  
ASSISTANT COMMISSIONER (POLICY)

F.3(28/P&C/F&S/2018/Pt. File/ 932-944

Dated: 23.09.2019

Copy to:-

1. Addl. Commissioner, F&S
2. All Zonal Assistant Commissioners, F&S
3. All Circle FSOs through Zonal ACs, F&S for necessary action and also to inform all FPS holders in their respective circle
4. SSA (IT) with the request to upload the order on the website of the Department
5. All Assistant Commissioners / Branch In charges, HQ, F&S
6. President, Public Distribution System Welfare Association (Delhi)
7. President, Delhi Sarkari Ration Dealers' Sangh- Delhi
8. President, All India Fair Price Shop Dealers' Federation
9. President, Uchit Dar Dukan evam Upbhokta Association
10. Guard File

Copy for information to:

1. Secretary to Hon'ble Minister, F&S
2. PS to CFS

DSS 23-9-2019

(DESH RAJ SINGH)  
ASSISTANT COMMISSIONER (POLICY)