

**DEPARTMENT OF FOOD & SUPPLIES AND CONSUMER  
AFFAIRS U.T. CHANDIGARH**

**PUBLICATION OF INFORMATION REGARDING ITEMS  
SPECIFIED IN RULE 4(i) (b) (iv) OF THE RIGHT TO  
INFORMATION ACT, 2005**

(The norms set for the discharge of its functions)

Sr. No.	Name of work	Norms set by the department (number of days taken for decision)
1.	Issue of fresh, duplicate, replacement of ration cards and	Within 10 days of the receipt of the application after spot verification.
2.	Addition of units.	Upto 3 years on the same days on the production of birth certificate. In the case of surrender or deletion certificate, after 1 week, after spot
3.	Deletion units, and issue of surrender certificates	Same
4.	Issue of permits of Essential Commodities i.e. Wheat, Rice, and Sugar for the Below Poverty Line and Antyodaya Anna Yojna Ration Card holders.	Same day on the recommendation of the area Inspector.

**Director, Food &  
Supplies and Consumer  
Affairs, U.T. Chandigarh**