P-20019/2/2016-LPG
Government of India
Ministry of Petroleum & Natural Gas
*****

Shastri Bhawan, New Delhi,
the 23 June, 2016

To

The Director (Mkt)
IOC/ BPCL/ HPCL
Mumbai

Subject : Unified Guidelines for Selection of LPG distributorships

Sir,

I am directed to enclose a copy of approved Unified Guidelines for Selection of LPG Distributorships for necessary action.

2. This issues with the approval of the MoS(I/C), PNG.

Yours faithfully,

Encl: As Above

A Ushabala
(A Ushabala)
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* F.A.T Issued with Encl. at 6:PM 23/06/2016

O/C

UNIFIED GUIDELINES

FOR

SELECTION

OF

LPG DISTRIBUTORSHIPS



MINISTRY OF PETROLEUM & NATURAL GAS

Government of India

JUNE 2016

UNIFIED GUIDELINES FOR SELECTION OF LPG DISTRIBUTORSHIPS

The Guidelines for Selection of Distributors of Liquefied Petroleum Gas (LPG), hereinafter referred to as 'Distributors' and 'Distributorships' as the case may be, have been issued from time to time. The Guidelines for Selection of LPG Distributors of Oil Marketing Companies (OMCs), will be applicable to all locations advertised from the date of notification of these Guidelines and will be as under:

1. DEFINITIONS

1.1. **District**: In the guidelines, the word 'District' will have the definition as per the revenue Department of the State Government.

1.2. **Sub-division:** In the guidelines, the word 'Sub-division' will have the definition as per the revenue Department of the State Government.

1.3. **Type of Distributorship Area**:

i. **Sheheri Vitrak:** In the guidelines, the word 'Urban Area' will have the definition of 'Urban' as per Census 2011. LPG distributorship located in '**Urban Area(U)**'will service the LPG customers located within the Municipal Limits of the Metro city/City/Town and will be called **Sheheri Vitrak**.

ii. **Rurban Vitrak:** In the guidelines, the word Rural Urban means LPG Distributor located in 'Urban Area' and also providing service to the LPG Customers in specified 'Rural Area", generally covering all villages falling within 15 km from the municipal limits of the LPG distributorship location and or the area specified by the respective OMCs. LPG Distributors servicing this area will be called **Rurban Vitrak**.

iii. **Gramin Vitrak:** In the guidelines, the word 'Rural Area' will have the definition of 'Rural' as per Census 2011. LPG distributorship located in 'Rural Area' will be called as **Gramin Vitrak** and will service the LPG customers of the specified rural area. Generally it will cover all villages falling within 15 km from the boundary limits of the LPG Distributorship location and or the area specified by the respective OMCs.

iv. **Durgam Kshetriya Vitrak (DKV):** LPG distributorships in Difficult and Special Areas (like Hilly regions, Forests area, Tribal inhabited area, sparsely populated, disturbed area, islands, Left Wing Extremism (LWE) affected areas) will be set up where setting up of Gramin and Rurban Vitrak are not feasible. Such LPG Distributors will be called as **Durgam**

Kshetriya Vitrak (DKV). They will service the LPG customers situated in such DKV areas as specified by the respective OMCs.

1.4. **Unified Selection Guidelines (USG)** means selection guidelines with uniform selection procedure for the following categories of Distributors "Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak".

1.5. **Metro city** is a city classified as "X" on the basis of Office Memorandum issued vide F.No. 2/5/2014-E.II(B) dated 21.7.2015 by Ministry of Finance for the purpose of grant of HRA i.e Delhi (UA), Greater Mumbai (UA), Chennai (UA), Kolkata (UA), Hyderabad (UA), Ahmedabad (UA), Bengaluru (UA) and Pune (UA).

1.6. **City** is a city classified as "Y" on the basis of Office Memorandum issued vide F.No. 2/5/2014-E.II(B) dated 21.7.2015 by Ministry of Finance for the purpose of grant of HRA.

1.7. **Towns** are the remaining towns not covered under Metro city and City as defined above.

1.8. **Village** means the basic unit for rural areas which is the revenue village which has definite surveyed boundaries. The revenue village may comprise several hamlets.

1.9. **'LPG Suvidha Kendra'** is a place in village set up on temporary basis and managed by an authorized person of concerned Durgam Kshetriya Vitrak. From the 'LPG Suvidha Kendra' LPG customers will get products and services related to LPG like new LPG connections, supply of LPG cylinders refill, attending to LPG Leakage complaints, servicing of LPG gas Stoves/hotplate, building awareness on use of LPG, etc. The facility can be withdrawn at any time at the instance of the OMCs.

1.10. **Market** means a Metro city, City, town or a locality or a village in which LPG Distributorship is located.

1.11. **Virgin Market** means a town or a village where no LPG Distributorship is located and not serviced by any LPG distributor of OMC. Cluster of villages includes villages considered for working out refill sale potential for considering the feasibility for setting up of a Gramin Vitrak or Durgam Kshetriya Vitrak.

1.12. **200-point Roster** means a set of serial numbers from 1 to 200, against each serial number reservation category is allocated such that when 200 numbers of Distributors are planned in the Roster, the percentage reservation of each category is achieved. The principle will not apply for such locations which are considered beyond marketing plan or locations under Durgam Kshetriya Vitrak where distributorships are to be granted based on nomination basis to Government run Co-operative Societies/ Organizations.

1.13. **Area of Operation** of LPG distributorship means an area consisting of Towns/Villages in which the respective LPG distributor will market LPG cylinders as determined by the concerned OMC.

1.14. **Ceiling Limit** means maximum limit of refill sale of domestic LPG cylinders in terms of 14.2 kg capacity per month of the distributorship for the market.

1.15. **District Level Committee (DLC)** means a committee consisting of 3 Field Officers, one each from BPC, HPC and IOC responsible for LPG Marketing in that District.

1.16. **State Level Committee (SLC)** means a committee consisting of 3 Officers, one officer each from BPC, HPC and IOC responsible for LPG Marketing in the concerned State.

1.17. **HQ Level Committee (HLC)**: A committee consisting of 3 officers, one officer each from BPC, HPC and IOC responsible for LPG Marketing at Head office of the Oil Marketing Company.

1.18. **Field Verification of Credentials (FVC)** means verification of details by a committee of OMC officials for verification of the details provided by the applicant and to check suitability of the land offered by the candidate for Godown and showroom (as applicable).

1.19. **Approach Road** up to LPG Godown means all weather motorable road (public or private road connecting to the public road) of minimum 2.5 meter width for movement LPG Cylinder Truck up to the LPG Godown.

1.20. **Multiple Dealership/Distributorship norms** means the applicant or any other member of 'family unit' should not hold a dealership/LPG distributorship/ or Letter of Intent (LOI) for a dealership/LPG distributorship of any type of a PSU Oil Company i.e. only one Retail Outlet / SKO-LDO dealership / LPG distributorship of a PSU Oil Company will be allowed to

a 'Family Unit'. However, existing SKO dealers of OMCs operating below an average allocation of 75 KL of SKO per month during the immediate preceding 12 months prior to the month of advertisement will be eligible to apply and if selected will have to surrender their Kerosene dealership prior to issuance of letter of appointment for Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak. The SKO dealer applying for Sheheri, Rurban, Gramin and Durgam Kshetriya LPG Distributorship will have to submit documentary proof of Kerosene allocation issued by the allocating authority of the State Govt./Divisional/Territory/Regional Office of the Oil Marketing Company, as the case may be.

1.21. **Family Unit** for multiple dealership / distributorship norm means the following:

a. In case of married person/ applicant, 'Family Unit' will consist of individual concerned, his/her Spouse and their unmarried son(s)/daughter(s).

b. In case of unmarried person/ applicant, 'Family Unit' will consist of individual concerned, his/her parents and his/her unmarried brother(s) and unmarried sister(s).

c. In case of divorcee, 'Family Unit' will consist of individual concerned, unmarried son(s)/unmarried daughter(s) whose custody is given to him/her.

d. In case of widow/widower, 'Family Unit' will consist of individual concerned, unmarried son(s)/unmarried daughter(s).

1.22. **Family member** of an employee of Oil Marketing Companies means :

The wife or husband as the case may be of the employee, whether residing with him / her or not, but does not include a wife or husband as the case may be separated from the employee by a decree or order of a competent Court. Sons or daughters or step-sons or step-daughters of the employee and wholly dependent on him, but does not include a child or step-child who is no longer in any way dependent on the employee or of whose custody the employee has been deprived by or under any law.

Any other person related whether by blood or marriage to the employee or to such employee's wife or husband and wholly dependent on such employee.

1.23. **'Ownership' or "Own"** for godown / showroom for Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak Type of Distributorship means having

(a) Ownership title of the property

Or

(b) Registered lease deed having minimum 15 yrs of valid lease period commencing on any day from the date of advertisement up to the last date of submission of application as specified either in the advertisement or corrigendum (if any).

Additionally, applicants having registered lease deed commencing on any date prior to the date of advertisement will also be considered provided the lease is valid for a minimum period of 15 years from the date of advertisement.

The applicant should have ownership as defined under the term 'Own' above in the name of applicant / member of "Family Unit" (as defined in multiple dealership / distributorship norm of eligibility criteria)/parents (includes Step Father/Step Mother), grandparents (both maternal and paternal), Brother/Sister (including Step Brother & Step Sister),Son/Daughter (including Step Son/Step Daughter), Son-in-law/Daughter in-law of the applicant or the spouse (in case of married applicant) as on last date for submission of application as specified either in the advertisement or corrigendum (if any). In case of ownership/co-ownership by family member(s) as given above, consent in the form of a declaration from the family member(s) will be required.

In case the share of land in the jointly owned property by the applicant / member of 'Family Unit' as defined in multiple dealership / distributorship norm)/parents & grandparents (both maternal and paternal) of the applicant or the spouse with any other person(s) meets the requirement of land including the dimensions required, then that land for godown/showroom will qualify for eligibility as 'own' land subject to submission of 'No Objection Certificate' in the form of declaration from other owner(s).

1.24 **'Dependent'**-For the purpose of determining eligible 'Dependent', persons who are considered as 'dependent family members' under Central Government Health Scheme (CGHS) will only be considered.

2. IDENTIFICATION OF LOCATIONS

2.1 Locations for setting up of LPG Distributorship (Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak) will be identified based on available refill sale potential that can sustain economically viable operation of LPG distributorship. It will also be based on data mining involving features of a particular geographical area and its demographic profile.

2.2 The refill sale potential will be based on several factors including population, population growth rate, economic prosperity of the location and the distance from the existing nearest distributor.

2.3 In selecting locations, inputs will also be taken from State Governments/Local Administration/Public Representatives.

2.4 To the extent possible, new LPG Distributorships will be planned in the virgin location either of an existing market or virgin market as below:

2.4.1 Virgin Market – Sheheri, Rurban Vitrak, Gramin and Durgam Kshetriya Vitrak.

New distributorship will be planned in a virgin market if the refill (14.2 kg) sale potential is 50% of ceiling limit applicable for the market in the 2nd year of operation.

In a virgin market, Durgam Kshetriya Vitrak (DKV) will be planned in a village or a cluster of villages in such areas (which do not fall under the area of operation of any existing LPG distributor) if the refill sale potential of the village / cluster of villages is 600 per month.

2.4.1.1 Existing Market

2.4.1.1.1 Market ceiling

The market refill ceiling limit is the maximum number of the domestic refill sales stipulated for LPG Distributorships and based on the market. Market Ceiling Limit and the Feasibility Norm for different types of Distributorship Area is proposed below:

Type of Distributorship area	Population as per census 2011	Refill Ceiling Limit per month	Refill Sale per month for Feasibility limit
Sheheri Vitrak	Cities with population > 40 lakh	20,000	10,000
	Cities with 20 to 40 lakh population	15,000	7,500
	Cities with 10 to 20 lakh population	12,000	6,000
Rurban Vitrak	Towns with < 10 lakh population	10,000	5,000
Gramin Vitrak	Village / Cluster of villages	5,000	2,500
Durgam Khetriya Vitrak	Village / Cluster of villages	1,500	600

Restructuring of the LPG Distributorships viz., Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak in the existing market will be planned only after the refill sale exceeds by 50% of the refill ceiling limit of the market.

Note:

i) The proposed refill ceiling limits for LPG Distributors will be applicable for all the LPG Distributorships as defined above on prospective basis. However, the restructuring exercise for all the locations advertised prior to these guidelines will continue on the basis of the pre-revised ceiling limits.

ii) Existing Rural Distributorships with refill ceiling limit of 8800 per month will not be restructured applying new ceiling limit criteria under this guidelines.

iii) All existing RGGLV distributorships with monthly refill sale of more than 1500 will be treated as Gramin Vitrak in accordance with these guidelines and with mandatory home delivery facility.

iv) All existing RGGLV distributorships with monthly refill sale of less than 1500 will be treated as Durgam Kshetriya Vitrak in accordance with this policy and without mandatory home delivery facility. However, as and when the monthly refill sale exceeds more than 1500, they will be treated as Gramin Vitrak in accordance with this guidelines and with mandatory home delivery facility.

v) This policy subsumes the existing Distributorships selection guidelines under RGGLV.

vi) Durgam Kshetriya Vitrak with monthly refill sales beyond 1500 will be treated as Gramin Vitrak with upper ceiling limit of 5000 per month with mandatory home delivery of refills.

vii) Direct allotment of LPG distributorships to State Government agencies in Durgam Areas.

2.4.2 The existing system of carrying out feasibility on Industry basis as per the feasibility study format will continue and appropriate technology may be used for identifying uncovered areas.

RESERVATION

The percentage reservation for various categories in all the States except Arunachal Pradesh, Meghalaya, Nagaland and Mizoram are as under: -

A	Open Category (O)	50.5%
B	Schedule Castes / Scheduled Tribes (SC/ST)	22.5%
C	Other Backward Classes (OBC)	27.0%

In each of the above categories, there will be sub-categories as under:-

Sub-Category	Reservation Categories (in %)			
	SC/ST	OBC	Open	Total
Government Personnel category (GP)	2	2	4	8
Divyang/ Physically Handicapped Personnel (PH)	1	1	1	3
Combined Category (CC)	0	0	1	1
Women	7	9	17	33
Unreserved - Any person from the respective category	12.5	15	27.5	55
Total	22.5	27	50.5	100

The reservation under respective categories will be SC/ST (GP)-2%, SC/ST (PH)-1%, SC/ST (W)-7%, SC/ST-12.5%, OBC (GP)-2%, OBC (PH)-1%, OBC (W)-9%, OBC-15%, Open (GP) - 4%, Open (PH)-1% Open (CC)-1%, Open (W)-17%, Open-27.5%.

Reservation for North Eastern States

Reservations in tribal areas in North Eastern States of Arunachal Pradesh, Meghalaya, Nagaland and Mizoram will be as under:

State	Percentage of reservation in all four types of LPG Distributorships to be awarded to ST category	% for Women category	Balance % to be awarded to open category
Arunachal Pradesh	49	30	21
Meghalaya	56	30	14
Nagaland	56	30	14
Mizoram	63	30	7

3. ROSTERING OF LOCATIONS AS PER 200-POINT ROSTER

In order to ensure that the percentage reservations as above are maintained, locations identified for setting up LPG Distributorships under various categories (in all the States except Arunachal Pradesh, Meghalaya, Nagaland and Mizoram) will be placed under different categories of reservation as per '200 point Roster'' for each State for various categories on Industry basis (IOCL, BPCL and HPCL together) so as to ensure the percentage reservation as envisaged by MoP&NG for each category is achieved.

In the '200-point Roster', allocation of a reservation category against a serial number will be done such that when 200 numbers of LPG Distributors are planned, the percentage of each category (of reservation) is achieved. Continuity will be maintained in the '200 point roster' and once the 200 roster serial numbers are completed, a new roster will be started from roster serial number 1.

The "200 point roster" will be followed on rolling basis. Within a State , the distribution of locations reserved for SC or ST will be based on the ratio of population of SC & ST of the State.

There will be three '200' point rosters maintained on All India basis at Head Office of IOCL - one combined roster for "Sheheri Vitrak and Rurban Vitrak" and one each for Gramin Vitrak and Durgam Kshetriya Vitrak. Once the Unified Guidelines are notified, OMCs will start maintaining new rosters starting with Serial No. 1.

Distributorships to be set up beyond marketing plan and on nomination basis (to Government Agencies) in Durgam Areas will be excluded from applicability of roster rule.

4. DE-CATEGORISATION

For LPG distributorships planned under the present guidelines, following norms for de-categorisation will be applicable:

4.1 For reserved sub-category locations "GP" (Defence Personnel+ Paramilitary Forces + Ex-servicemen + Special Forces + Employees of Central/State Governments +Central/State Government PSU), "PH" and "CC (OSP+FF)" and Women, in case of 'Nil' response to the advertisement or no eligible candidate is found or no candidate qualifies or no selected candidate is able to commission the LPG Distributorship, then that location would be re-advertised in the respective category without sub-category i.e. locations will be advertised as only SC/ST, OBC or Open category as applicable.

4.2 For the location advertised /re-advertised under 'SC/ST' or 'OBC' category, if there is 'Nil' response or no eligible candidate is found or no candidate qualifies or no selected candidate is able to commission the LPG Distributorship, then that location would be re-advertised under 'Open' category.

4.3 However, it is to be ensured that the reservation is maintained on overall basis by respective OMCs while de-categorisation of the locations from earlier roster by converting corresponding number of LPG Distributorship locations under 'Open' category from the new roster to 'SC/ST' and 'OBC' category. In other words, shortfall in percentage SC/ST and OBC category will be made good in the future marketing plans so as to ensure the percentage has to be made good in future marketing plans for SC/ST: 22.5%, OBC: 27% and Open : 50.5% are maintained.

4.4 With regard to reserved sub categories 'GP','PH','CC' and 'Women', reservation percentages will be maintained only at the time of initial categorisation. In other words, once the category of such locations is changed after the first advertisement as no candidate has applied or no eligible candidate is found or no candidate qualifies or no selected candidate is able to commission the LPG Distributorship, no adjustment in the roster would be made under the future marketing plans.

5. ELIGIBILITY CRITERIA

All applicants fulfilling the eligibility criteria as mentioned below will become eligible for the draw for selection of LPG distributorship.

5.1 Common Eligibility Criteria for Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak type of LPG Distributorships

The applicant eligible for selection should:

5.1.1 Be an Indian citizen and be a resident of India.

5.1.2 Have passed minimum Xth standard examination or equivalent from a recognized Board. The criterion of educational qualification is not applicable for applicant belonging to Freedom Fighter (FF) category.

5.1.3 Be not less than 21 years and not more than 60 years in age as on the date of advertisement for all categories.

5.1.4 There is no age restriction for applicants applying for locations reserved under FF category.

5.1.5 Not be a family member of an employee of Oil Marketing Companies as on date of application.

5.1.6 Fulfill Multiple Dealership/Distributorship norms.

The Multiple Dealership/Distributorship norms will not be applicable to retailers/distributors appointed by PSU Oil Marketing Companies for exclusive marketing of NDNE (Non Domestic Non Essential) LPG cylinders. However, in case of selection of any applicant who holds NDNE retailership(s) /distributorship(s) or Letter of Intent (LOI) of NDNE retailership(s) /distributorship(s) of any OMC in his/her name or any member of the 'Family Unit' will have to surrender their NDNE retailership(s) / Distributorship(s) or LOI prior to issuance of the Letter of Appointment for LPG distributorship.

5.1.7 Be physically and mentally sound to be able to run the business. That is, the person should not be totally paralyzed and mentally unsound who suffers from insanity and is deprived of cognitive faculties.

5.1.8 Should not be totally blind.

5.1.9 Neither have been convicted nor charges been framed by any Court of Law for any criminal offence involving moral turpitude/ economic offences.

5.1.10 Not be a signatory to distributorship/dealerships agreement, terminated on account of proven cases of malpractice/adulteration of any Oil Company or not having resigned from Sole proprietorship of any dealership/distributorship of any PSU oil company in order to transfer the dealership/distributorship in favor of any of his/her family member(s) as defined in the Dealer/Distributor Selection Guidelines.

5.1.11 'Own' a plot of land of minimum dimensions specified below for construction of LPG godown Or 'Own' a ready LPG cylinder storage godown as on the last date for submission of application as specified either in the advertisement or corrigendum (if any).

5.1.12 The minimum capacity of the LPG godown (approved and licensed by Chief Controller of Explosives of Petroleum and Explosives Safety Organization (PESO)) required for storage of LPG in cylinders is given below :

5.1.12.1 Sheheri Vitrak and Rurban Vitrak will require a storage Godown of minimum capacity of 8000 Kg LPG.

5.1.12.2 Gramin Vitrak will require a storage godown of minimum capacity of 5000 Kg LPG.

5.1.12.3 Durgam Kshetriya Vitrak will require a storage godown of minimum capacity of 3000 Kg LPG.

5.1.13 The minimum Dimensions of land and the location of Godown land is given below:

5.1.13.1 For Sheheri Vitrak and Rurban Vitrak, the candidate should 'Own' a plot of land of minimum dimensions 25 Metre x 30 Metre in the city or within 15 km from the outer limits of

municipal/town/village limits of the location offered in the same State.

5.1.13.2 Selected candidate for Sheheri Vitrak & Rurban Vitrak locations falling under 'X' and Ý' category Metro Cities/Cities/State will be allowed to construct the godown in and within 15 km outside the Municipal limit of the town/City of the advertised location. Financial implication for moving LPG cylinders in and out of the City/town will be borne by the Distributor setting up his godown outside the Municipal Limit, if any of the movement is on Inter-state basis.

5.1.13.3 For Gramin Vitrak the candidate should 'Own' a plot of land of minimum dimensions 21 Metre x 26 Metre within 15 km from the advertised location.

5.1.13.4 For Durgam Kshetriya Vitrak the candidate should 'Own' a plot of land of minimum dimensions 15 Metre x 16 Metre within the village/cluster of village limits as per the advertised location.

5.1.13.5 In case of any dispute/ambiguity regarding location of land *vis-a-vis* advertised specifications, the matter will be referred to District Revenue authorities whose decision will be final.

5.1.14 The land for construction of godown should be plain, in one contiguous plot, free from live overhead power transmission or telephone lines. Canals / Drainage / Nallahs should not be passing through the plot.

5.1.15 It will be the responsibility of the selected candidate to observe and perform the provisions of all rules and regulations, Government or municipal or local or such like acts, laws, regulations, bye laws as may be enforced from time to time with respect to land for construction of LPG Godown. In case of any reference relating to violation of the statutory provisions, the same will be referred to the

concerned authority to examine the same for appropriate action. OMCs will continue their process of selection /commissioning /distributorship operation till the final outcome from concerned authority.

5.1.16 Ensure that an all weather motorable approach road (public or private road connecting to the public road) of minimum 2.5 metre width is made available to provide access of LPG Cylinder Truck to the offered land for LPG Godown. In case of private road connecting to the Public Road, the same should be either owned/registered lease or having a right of way from the owner(s) of the land. Wherever the State Government stipulates an approach road of wider dimensions the same should be made available by the applicant.

5.1.17 An undertaking has to be provided by the selected candidate at the time of acceptance of LOI that the Approach Road as specified will be provided within the timeframe mentioned in the LOI. The Approach Road will be verified for its suitability before the issuance of Letter of Appointment. It would be responsibility of the selected candidate to ensure that the LPG cylinder truck is allowed unhindered access at all times through this approach road to the LPG Godown upon commissioning of the LPG distributorship. In the event of failure of selected candidate to make available the approach road, the LOI is liable to be cancelled along with forfeiture of the 10% security deposit. OMCs will not be held responsible for any investment made by candidate in the construction of the godown without having a proper approach road.

5.1.18 In case there are any state specific requirements/norms applicable for the LPG Godown/ approach road, then the same will be applicable for the respective Distributorship locations including revised minimum dimensions of plot of land/width of the approach road as specified in the Advertisement of that respective State.

5.1.19 In states where conversion from agriculture land to non agriculture (NA) land takes long time and such cases are pending, because of which commissioning in some States is getting affected, indemnity will be taken from the

selected candidate that he will be getting the NA conversion done and Distributorship will be commissioned.

5.2 Specific Eligibility Criteria for Showroom

5.2.1 Showroom for Sheheri Vitrak, Rurban Vitrak and Gramin Vitraks: The applicant should 'own' a suitable shop of minimum size 3 metre by 4.5 metre in outer dimension or a plot of land for construction of showroom of minimum size 3 metre by 4.5 metre as on the last date for submission of application as specified either in the advertisement or corrigendum (if any) at the advertised location i.e. within the municipal/town/village limits of the place which is mentioned under the column of 'location' in the advertisement.

In case locality is also specified under the column of 'location' in the advertisement, the candidate should own a suitable shop of minimum size 3 metre by 4.5 metre in outer dimension or a plot of land for construction of showroom of minimum size 3 metre by 4.5 metre as on the last date for submission of application as specified either in the advertisement or corrigendum (if any) as per the standard layout in the said 'locality'. It should be easily accessible to general public through a suitable approach road.

In case an applicant has more than one shop of minimum size 3 metre by 4.5 metre in outer dimension or a plot of land for construction of showroom of minimum size 3 metre by 4.5 metre as on the last date for submission of application as specified either in the advertisement or corrigendum (if any) at the advertised location or locality as specified under the column of 'location' in the advertisement, the details of the same can also be provided in the application.

5.2.2 The applicant should have ownership as defined under the term 'Own' above in the name of applicant / member of "Family Unit" (as defined in multiple dealership / distributorship norm of eligibility criteria)/ parents (includes Step Father/Step Mother), grandparents (both maternal and paternal), Brother/Sister (including Step Brother & Step Sister),Son/Daughter (including Step Son/Step Daughter), Son-in-law/Daughter in-law of the applicant or the spouse (in case of married applicant) as on last date for submission of

application as specified either in the advertisement or corrigendum (if any). In case of ownership/co-ownership by family member(s) as given above, consent in the form of a declaration from the family member(s) will be required.

5.2.3 Applicants having registered lease deed commencing on any date prior to the date of advertisement will also be considered provided the lease is valid for a minimum period of 15 years from the date of advertisement.

5.2.4 The same piece of land for godown or same piece of land for showroom cannot be offered by more than one applicant for a particular location against the advertisement. In case it is found at any stage that the same piece of land for godown or same piece of land for showroom has been offered by more than one applicant for the same location of the advertisement, then all such applications would be rejected or if selection has been done, then the same would be cancelled.

5.2.5 In case if the offered land for godown and/or offered land for showroom by the selected candidate which is shown in the application is found not meeting the eligibility conditions/requirements as stipulated in the advertisement/brochure/application, then the selected candidate can offer an alternate land which is owned by the applicant/member of the 'Family Unit'/ parents (includes Step Father/Step Mother), grandparents (both maternal and paternal), Brother/Sister (including Step Brother & Step Sister),Son/Daughter (including Step Son/Step Daughter), Son-in-law/Daughter in-law of the applicant or the spouse (in the case of married applicant) as on the last date for submission of application as specified either in the advertisement or corrigendum if any.

5.2.6 Selected candidate who have been issued LOI after meeting all specifications for the land as laid down in the advertisement, then the LOI holder can offer an alternate/new land for construction of godown / Showroom, in the advertised location.

5.3 Specific Eligibility Criteria For Different Categories

5.3.1 Specific Eligibility Criteria For Main Reservation Categories for all types of Distributorships

5.3.1.1 Open Category (O)

Candidate fulfilling common eligibility criteria can apply under 'Open' category.

5.3.1.2 Open Women Category (O-W)

Woman candidate fulfilling common eligibility criteria can apply under 'Open' category

5.3.1.3 Scheduled Caste/ Scheduled Tribe Category (SC/ST) and Scheduled Caste/ Scheduled Tribe Woman Category (SC/ST-W)

The candidates belonging to castes/tribes recognised as Scheduled Castes/ Scheduled Tribes (SC/ST) under the Constitution of India will be eligible.

The applicants will be required to submit along with application a certificate issued by the competent authority notified by the Government of India certifying that the candidate belongs to Scheduled Caste /Scheduled Tribe.

The selected candidate belonging to SC/ST category would also be required to submit within 30 days from the date of declaration of draw result, the original Caste Validity Certificate granted by the competent authority of the respective state, wherever applicable. In case of single eligible candidate, the time period of 30 days for submission of original Caste Validity Certificate would start from the date when the letter is sent to the selected candidate intimating him/her to deposit 10% of the applicable security deposit.

5.3.1.4 Other Backward Classes (OBC) and Other Backward Classes Woman Category (OBC-W)

The applicants belonging to Other Backward Classes recognised as OBC by Government of India (Central Government) under the Constitution of India will be eligible.

The applicants will be required to submit along with application a certificate issued by the competent authority notified by the Government of India certifying that the candidate belongs to Other Backward Classes recognized as OBC by a Resolution/Gazette Notification issued by GOI (Central Government). Along with the OBC certificate, the candidate also has to upload / submit self attested (scan) copy of the undertaking that he/she belongs to the OBC category and fulfils the non-creamy layer status. The last date for submission of application mentioned in the notice of advertisement or corrigendum (if any) will be treated as the date of reckoning for OBC status of the candidate and also for determining that the candidate does not fall in the creamy layer.

5.3.2 Specific Eligibility Criteria for different Sub-categories:

5.3.2.1 Government Personnel (GP)

Applicants eligible under 'SC/ST', 'OBC' and 'Open' category as specified above can apply for 'Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and DKV type of LPG distributorship under respective "GP' sub-category on fulfilling the following conditions:

5.3.2.1.1 Defence Personnel

Defence Personnel includes disabled personnel of armed forces (viz. Army, Navy and Air Force) for causes attributable to performance of official duty, widow(s)/dependent(s) of Defence personnel who died while on official duty and ex-servicemen (only one of either widows/dependents of the eligible deceased Defence personnel can claim reservation, as applicable).

Candidate applying under this category belonging to Defence (Army, Navy and Air force) should upload self attested scanned copy of the Eligibility Certificate issued from the Directorate General of Resettlement (DGR), Ministry of Defence, sponsoring the candidate for the LPG Distributorship for which he/she has applied. Certificate of eligibility issued by DGR for one LPG Distributorship location is not valid for another LPG Distributorship location and, therefore, a candidate can be considered to be

eligible only if he/she has been sponsored for the particular location with reference to the current advertisement.

5.3.2.1.2 Central Para Military Forces/Special Forces

Central Para Military Forces / Special Forces includes personnel disabled while performing official duty; widows / dependents of Central Para Military Forces/Special Forces personnel who died while on official duty (only one of either widow(s)/dependent(s) of the eligible deceased Central Para Military Forces/Special Forces personnel can claim reservation, as applicable).

5.3.2.1.3 Government Personnel & Central/State Government Public Sector Undertakings

The personnel serving in different Departments of Central/State Governments and Public Sector undertakings of Central/State Government who are incapacitated or disabled while performing their duties will be eligible under this category. In case of death of the employee while performing duties, their widows/ dependants will be eligible to apply under this category (only one of either widow(s)/dependent(s) of the eligible deceased employee can claim reservation, as applicable).

Applicants under this category should upload a self attested scan copy of relevant certificate from the concerned Organization/Govt. Department signed by the Head of the Office or an Officer not below the rank of Under Secretary to the Government.

5.3.2.2 Divyang/Physically Handicapped (PH) Category

Applicants eligible under 'SC/ST', 'OBC' and 'Open' category as specified above can apply for Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and DKV type of LPG distributorship under respective "PH' sub-category on fulfilling the following conditions:

Candidates would be considered eligible under this category in case the candidates are orthopedically handicapped to the extent of minimum of 40% permanent (partial) disability of either

upper or lower limbs; or 50% permanent (partial) disability of both upper and lower limbs together. For this purpose, the standards contained in the `Manual for Orthopedic Surgeon in evaluating permanent physically impairment' brought out by the American Academy of Orthopedic Surgeons, USA and published on its behalf by the Artificial Limbs Manufacturing Corporation of India, G.T. Road, Kanpur, will apply.

Deaf, Dumb and Blind persons with minimum degree of 40% disability will also be eligible to apply for LPG Distributorship under this category. However, totally blind persons will not be eligible.

Applicants under this category should attach a certificate (as per the standard format given in the application) issued by a Medical Board duly constituted by the Central / State Government as per the Gazette of India Extraordinary New Delhi, No 154 dated June 13, 2001 on Guidelines for evaluation of various disabilities and procedure for certification.

5.3.2.3 Combined Category (CC)

Applicants eligible under 'SC/ST', 'OBC' and 'Open' category as specified above can apply for Sheheri Vitrak, Rurban Vitrak, Gramin and 'Durgam Kshetriya Vitrak' type of LPG distributorship under respective CC' sub-category on fulfilling the following conditions:

5.3.2.3.1 Outstanding Sports Persons Category (OSP):

The following persons will be eligible to apply in this category

5.3.2.3.1.1 Arjuna / Khel Ratna Awardees.

5.3.2.3.1.2 Winners of Medals at Olympics/ Asian /Commonwealth Games and Recognised World Championships.

5.3.2.3.1.3 National Champions - first position holders in Senior Category (both Men & Women) under the Recognised National Championships.

Candidate applying under this category should produce a certificate from the Recognised National Federation Organising National Championships (as recognised by Department of Youth Affairs and Sports, Govt. of India) or from the Dept of Youth Affairs and Sports, Govt. of India.

5.3.2.3.2 Freedom Fighters (FF):

Freedom Fighter means the person who is a holder of Tamrapatra and receiving pension sanctioned by the Ministry of Home Affairs, Government of India.

Persons applying for distributorships under this category should attach a certificate or Tamrapatra or an attested copy of the Pension Order issued by the Accountant General in pursuance of the sanction letter from the Ministry of Home Affairs, Govt. of India of their having been Freedom Fighters.

The criteria of Educational Qualification and age as mentioned under common eligibility criteria will not be applicable for FF category.

5.3.3 Specific Eligibility Criteria for existing SKO Dealers of OMCs:

Existing SKO dealers of OMCs who are eligible under categories as specified above can apply for all types of LPG Distributorship on fulfilling the following conditions:

5.3.3.1 Existing SKO dealers of OMCs operating as a sole proprietor having an average allocation of less than 75 KL of SKO per month during the immediate preceding 12 months prior to the month of advertisement will be eligible to apply for LPG Distributorship. The applicants have to submit along with the application the proof of such allocation from allocating authority of the State Govt./Divisional/Territory/Regional Office of the Oil Company, as the case may be. Multiple Dealership/Distributorship norms will not be applicable for such applicants.

5.3.3.2 SKO Dealers operating as a Partnership Firm or Society or Company are not eligible to apply.

5.3.3.3 In case of allotment, the SKO dealer will have to surrender their SKO dealership prior to issuance of letter of appointment for LPG Distributorship.

5.3.3.4 To be eligible to apply for any type of LPG Distributorship, the SKO dealer should not have been penalized for violation of Marketing Discipline Guidelines within last 5 years preceding the date of advertisement or there should not be any proceedings pending against the dealership under Marketing Discipline Guidelines/Dealership Agreement, Kerosene Control Order or ESMA.

5.3.3.5 Common eligibility criteria as specified above will also be applicable to SKO dealers.

6. MODE OF SELECTION

6.1. Advertisement

Selection for LPG Distributorship will be done by inviting applications through capsule advertisements. Capsule advertisements will be published in three Daily newspapers, one having highest circulation in the state and two having highest circulation in the District.

It is not mandatory to publish advertisement in English. However, If published in English along with any other Vernacular language then any discrepancy found in Advertisement published in English vis'-a-vis' any other vernacular language, the directions / information indicated in the vernacular version of the advertisement will prevail.

6.2. Application form:

6.2.1. The Individual, who fulfills the eligibility criteria for Sheheri Vitrak should submit online application for LPG Distributorship.

6.2.2. The Individual, who fulfills the eligibility criteria for Rurban, Gramin Vitrak and Durgam Kshetriya Vitrak, should submit application for LPG Distributorship in the prescribed format. The application form will be available on the websites of the OMCs viz., www.iocl.com, www.ebharatgas.com, www.bharatpetroleum.in and www.hindustanpetroleum.com and can be downloaded.

6.3. Non Refundable Application Fee

6.3.1. For Sheheri Vitrak and Rurban Vitrak, applicants should submit non-refundable application fee of Rs. 10000/- (Rupees Ten thousand only) for Open category, Rs. 5000/- (Rupees five thousand only) for OBC Category and Rs. 3000/- (Rupees Two Thousand and five Hundred) for SC/ST Category through online payment. Detailed procedure will be framed by the OMCs separately.

6.3.2. For the Gramin Vitrak and Durgam Kshetriya Vitrak, applicants should submit the application alongwith a non-refundable application fee of Rs. 8000/- (Rupees Ten thousand only) for Open category, Rs. 4000/- (Rupees five thousand only) for OBC Category and Rs. 2500/- (Rupees Two Thousand and five Hundred) for SC/ST Category in the form of a Demand draft from any bank. Detailed procedure will be framed by the OMCs separately.

6.4. Cut-off date for receipt of Applications

Applications cannot be submitted after the specified closing date and further, no extension of time will be entertained.

6.5. One Application per Applicant for a Location

Applicants should submit only one application for one location. In case more than one application is received from an individual, all the applications would be clubbed together and treated as one application. In such cases, application fees received against all other applications would be forfeited.

6.6. Person Applying for Multiple Locations

A candidate can apply for more than one location. However, in such cases, he/she will have to submit separate application for each location. For each application, separate requisite payment as application fee should be made.

6.7. Scrutiny of applications

6.7.1. The scrutiny of the application will be carried out online for Sheheri Vitrak. OMCs will formulate procedure for scrutiny of forms submitted online.

6.7.2. The scrutiny of the application will be carried out as per the existing procedure for Rurban, Gramin Vitrak and Durgam Kshetriya Vitrak. OMCs will formulate procedure for scrutiny of applications.

The list of eligible and ineligible candidates will be hosted on the websites of individual OMCs for all categories of LPG Distributorships viz., Sheheri Vitrak, Rurban Vitrak, Gramin Vitrak and Durgam Kshetriya Vitrak and also displayed on the notice boards.

6.8. Draw of lots

6.8.1. Selection of Sheheri Vitrak for an advertised location / locality will be done by computerized draw from the eligible applicants for that location / locality. The digital initiative is being undertaken on a pilot basis.

6.8.2. Selection of Rurban, Gramin and Durgam Kshetriya Vitrak for an advertised location / locality will be done by the existing procedures of draw from the eligible applicants.

6.8.3. In case of Durgam Kshetriya Vitrak, selection will be done by draw of lot first out of all eligible applicants who are residents of the Gram Panchayat of the advertised location. In case, if no eligible candidate from the Gram Panchayat is found or the list of eligible candidates from the Gram Panchayat is exhausted, then only the draw would be conducted from the list of eligible candidates residing in the Revenue sub division of the advertised location.

6.8.4. In case of locations reserved under Government Personnel categories viz., "GP-SC, GP-ST, GP-OBC and GP-Gen", there will be 4 Lists of eligible candidates segregated as per the sub categories mentioned below:

6.8.4.1. *List 1*: Widows / Dependents of Armed Forces (viz., Army, Navy, Air force) or Central Para Military Forces / Central or State Special Forces, those died while performing their duties.

6.8.4.2. *List 2*: Disabled personnel of Armed Forces (viz., Army, Navy, Air force) or Central Para Military Forces / Central or State Special Forces while performing their duties.

6.8.4.3. *List 3*: Ex-service man who has served for the Armed Forces.

6.8.4.4. List 4: Widows/Dependents of personnel of Central/State Governments and Public Sector undertakings who died while performing their duties and such disabled personnel of Central/State Governments and Public Sector undertakings causes attributable to performance of duties.

6.8.5. Only if eligible candidates from List 1 are exhausted the eligible candidates from List 2 will be taken up. Similarly only after exhausting all eligible candidates in List 2, eligible candidates from List 3 will be taken up and so on.

6.8.6. In case, complaints are received about any applicant with regard to their eligibility before the draw, the complaint would be dealt as per the established complaint Redressal mechanism by the respective OMC.

6.8.7. In case, for a location there is only one eligible applicant, no draw is required. The lone eligible applicant would be declared as selected. The result would be displayed and hosted on the website.

6.8.8. In case of two or more eligible applicants for a Sheheri Vitrak computerized draw for selection of LPG Distributor would be conducted.

6.8.9. In case of two or more eligible applicants for Rurban, Gramin and Durgam Kshetriya Vitrak draw for selection of

LPG Distributor would be conducted as per extant procedure.

6.8.10. Candidate Selected in the draw will have to submit a Demand Draft (CTS compliant) of value equivalent to 10% of the security deposit for different type and category of LPG Distributorships within 7 working days from the date of receipt of letter issued by the concerned office of the OMC in this regard. In cases of Sheheri Vitrak and Rurban Vitrak, the submission of security deposit can be through online transfer of money. The candidature of the selected candidate will be cancelled in case he/she fails to deposit the said amount.

6.8.11. Condition for re-draw

Re-Draw for selection would be held from the remaining eligible applicants in the following cases:

6.8.11.1. Rejection of selected candidate due to findings in the field verification.

6.8.11.2. Failure of selected candidate to deposit 10% of the security deposit within the stipulated time.

6.8.11.3. LOI is withdrawn from the selected candidate

6.8.11.4. The distributor is terminated within one year of commissioning.

7. FIELD VERIFICATION OF CREDENTIALS (FVC)

7.1 Verification of the information given in the application by the applicant with the original documents and with the issuing authorities wherever required is called Field Verification of Credentials (FVC).

7.2 Field verification will be carried out for the selected candidate as per laid down procedure. If in the FVC, the information given in the application by the applicant is found to be correct, Letter of Intent (LOI) will be issued with the approval of competent authority.

7.3 If in the FVC, it is found that information given in the application is at variance with the original documents and that information affects the eligibility of the candidate, then a letter would be sent by Registered Post AD / Speed Post pointing out the discrepancy. Candidature of

selected candidate in such a case will be cancelled and 10% of applicable security deposit remitted by the selected candidate before FVC will be forfeited if false/incorrect/misrepresented information has been given in the application.

8. LETTER OF INTENT

The candidate select, after receipt of LOI should fulfill the conditions specified in the LOI within a period of four months from the date of LOI or the time given by the OMC, failing which the LOI is liable to be withdrawn along with forfeiture of the amount remitted by the selected candidate before FVC.

9. BASIC FACILITIES REQUIRED FOR OPERATION OF LPG DISTRIBUTORSHIP

The selected candidate will construct or provide a readily constructed LPG godown to store LPG of stipulated capacity and obtain necessary approvals from statutory bodies including Petroleum & Safety Organization (PESO) within the time period mentioned in the LOI.

The selected candidate has to ensure that an all weather motorable approach road of minimum 2.5 metre width to the godown is made available within the time period specified in the LOI.

The selected candidate will construct or provide a readily constructed LPG Showroom as per the Standard layout and color scheme within the time period mentioned in the LOI. The showroom should be easily accessible to general public through a suitable approach road.

For Sheheri Vitrak, Rurban Vitrak and Gramin Vitrak the selected candidate has to develop adequate delivery infrastructure for Home Delivery of LPG Cylinders to the customers as specified by the OMCs in the LOI. Further, the selected candidate has to procure adequate numbers of portable weighing scales for demonstration of cylinder weight to the customers as per statutory regulations.

10. COMPLETION OF FIELD VERIFICATION CREDENTIALS (FVC)

The FVC of the selected candidate shall be undertaken and completed within 60 days from the date of draw of lots.

11. PERSONAL SUPERVISION

A person selected for the distributorship will have to personally manage the operation of the LPG Distributorship. He/she will not be eligible for taking up any other employment. If the selected person is already employed he/she will have to resign from the employment and produce the letter of acceptance of resignation by the employer before the issuance of Letter of Appointment (LOA) by the Oil Company.

Before issuance of LOA by the OMC, the selected candidate would also be required to submit a Notarized Affidavit certifying that he/she is not employed in private sector or are not drawing any salary/perks/emoluments (other than pension) from the State/Central Government/PSU.

12. SECURITY DEPOSIT

The selected candidate before being issued the appointment letter will have to deposit interest free refundable security deposit to the respective OMC as specified below:

Fig in Rs Lakhs

Type of Distributorship	Open	OBC	SC / ST
Sheheri Vitrak/ Rurban Vitrak	5	4	3
Gramin Vitrak / Durgam Kshetriya Vitrak	4	3	2

The security deposit of 10% applicable for the respective type/category of LPG Distributorship collected from the selected candidate prior to issuance of LOI will be adjusted against the above security deposit as applicable.

OMCs will reserve the right to adjust any dues to it from the Security Deposit amount at the time of resignation/ termination. However, in case of termination of the distributorship is on account of proven malpractice, the said security deposit will be forfeited.

13. COMMISSIONING OF THE DISTRIBUTORSHIP

A candidate who has been given the 'Letter of Intent' (LOI) would be required to fulfil the terms and conditions as contained therein, so as to commission the distributorship within the stipulated time period (four months from the date of issuance).

The selected candidate would be given training and has to clear pre-commissioning quiz/test by scoring qualifying marks that is 80%.

In case selected candidate secures less than 80% marks, re-training would be given and re-test conducted.

Before commissioning, Letter of Appointment would be issued to the selected candidate and an agreement will be executed as per the standard LPG Distributorship agreement.

14. SCHEME OF FINANCIAL ASSISTANCE TO SC/ST CATEGORY DISTRIBUTORSHIPS

The guidelines of MOP&NG issued on 24.12.2012 stipulated that the Corpus fund scheme stands replaced by a bank mediated financial assistance scheme to SC/ST LOI holders. This scheme will continue in the Unified Guidelines for Selection of LPG distributorships.

15. COMPLAINT REDRESSAL SYSTEM RELATED TO SELECTION PROCESS

Each OMC will constitute a complaint redressal mechanism to handle complaints against selected candidates and all such complaints to be disposed off within 15 days of receipt of the complaint. No complaint to be entertained before draw of lots.

16. LPG SUVIDHA KENDRA - Scheme for Supply of LPG in sparsely populated area

In many parts of India, LPG supplies are made periodically by the LPG distributor at fixed points on pre-determined dates/days. Customers have to go to these delivery points to pick up their refill cylinders. There is no reliability or assurance on the timing or dates. This leads to inconvenience to the customers, wasting precious time and money, even after waiting for a long time in the queue. In order to overcome this problems, LPG "Suvidha Kendra', can be established on a temporary basis at the sole discretion of the OMCs to provide convenience to such LPG customers till a new LPG Distributorship is set up covering the location.

Suvidha Kendra will be manned by an authorized person of concerned Durgam Kshetriya Vitrak.

Suvidha Kendra will be a place in village/town where LPG customer will get products and services related to LPG like new LPG connections, supply of LPG cylinders refill, attending to LPG Leakage complaints, servicing of LPG gas Stoves/hotplate etc.

The Suvidha Kendra shall be set up by the concerned Durgam Kshetriya Vitrak at Fair price shops, Post offices, agricultural centers, co-operative societies, petty shops, Gramin banks, Self Help Groups, Anganwadi etc. as per convenience. It should have enough space to store 100 Kgs of LPG in cylinders. Durgam Kshetriya Vitrak can be allowed to set up Suvidha Kendra in his / her area of operation or outside where setting up of a new Distributor is not feasible and / or getting land for godown is difficult.

Setting up of LPG Suvidha Kendra will not confer any right to the authorized person engaged by concerned DKV LPG Distributor nor create any liability on the concerned OMC to regularize the same as a LPG Distributor. Prior approval of the Ministry shall be obtained before setting up of Suvidha Kendra.

17. TENURE OF DISTRIBUTORSHIP

The tenure of the Distributorship will be for an initial period of 10 years and renewable every 5 years thereafter.

The renewal of the Agreement between concerned OMC and the LPG Distributor will be subject to the examination of the performance of the distributorship and decision thereon by the respective OMC in case of BPC & HPC and in case of IOC, the tenure of the INDANE distributorship will remain in force for an initial period of 10 years from the date of execution of Distributorship Agreement and continue thereafter until determined as per rights mentioned in the Distributorship agreement.

18. FURNISHING OF FALSE INFORMATION

If any statement made in the application or in the documents enclosed therewith or subsequently submitted in pursuance of the application by the candidate at any stage is found to have been suppressed / misrepresented / incorrect or false affecting eligibility, then the application/candidature is liable to be rejected without assigning any reason.

In case the selection of the candidate is rejected after the FVC or after issuance of LOI but before issue of Letter of Appointment, then the 10% of the security deposit deposited by the selected candidate before FVC will be forfeited.

In case the selected candidate has been appointed as a distributor and the allotment is liable to be cancelled, then the distributorship will be terminated along with forfeiture of security deposit remitted by the candidate.

In such cases, the selected candidate / distributor will have no claim whatsoever against the respective Oil Company.

19. GENERAL NOTICE

In case of any discrepancy found in Brochure published in English vis-à-vis' vernacular language, the directions/information indicated in vernacular version of Brochure would prevail.

20. POWER OF INTERPRETATION

OMCs will develop procedures for smooth implementation of the approved Unified Guidelines for Selection.

20.1 Power to issue clarification on Guidelines

Litigations may be avoided in such cases by issuing necessary clarification(s) / amendment(s) on the LPG Distributorship Selection Guidelines. Ministry of Petroleum & Natural Gas may issue such clarification(s) / amendment(s) on the LPG Distributorship Selection Guidelines after careful examination of the matter and after harmonious and constructive reading of Guidelines vis'-a-vis' the concerned matter.

20.2. Power to issue clarification on Procedure for implementation of Policy

Wherever, there is a need to issue clarification(s) / amendment(s) in the Selection Procedure, OMCs will jointly issue the same, after careful consideration and interpretation at the Head Office level.

21. APPLICABILITY OF GUIDELINES

This selection Guidelines will be applicable for the advertisements released for selection of LPG Distributors from the date of notification of the Guidelines.

Selection process of all such advertised locations prior to the notification of Unified Guidelines for Selection of LPG Distributorships will be governed by the then prevailing Guidelines and the modalities advised to the field from time to time.

22. LPG DISTRIBUTORSHIP BEYOND MARKETING PLAN

OMCs may with prior approval of MoPNG open new distributorships outside the marketing plan in public interest.

23. PROCEDURE TO OPERATIONALIZE UNIFIED GUIDELINES

After notification of the approved Unified Guidelines of Selection, the OMCs will prepare common procedure for its implementation, which will be a guiding factor to operationalize the same in the field.

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