VOLUME 10

Service Matters

Pension · DA & leave · service rules · cadres & training · conduct

10

COMPILED BY

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odisharevenuelaws.com

Edition · November 2026

About this volume

This volume brings together the Acts and the Government of Odisha orders, circulars, notifications and resolutions on service matters of State Government employees that are published on odisharevenuelaws.com. Each document is reproduced as issued, in its original form. Use the Contents page or the PDF bookmarks to jump to any document. Page numbers at the foot of each page run continuously through the volume. This is a compilation for ready reference only; for official purposes, please rely on the notified text and the latest orders of the Government.

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ମୁଖ୍ୟ ଶାସନ ସଚିବ, ଓଡିଶା
MANOJ AHUJA, IAS
CHIEF SECRETARY, ODISHA

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ତାରିଖ/Date: 22 11 2024

ପ୍ରାପ୍ତେଷୁ

ଓଡ଼ିଶା ସରକାରଙ୍କ ସମସ୍ତ ବିଭାଗର ଅତିରିକ୍ତ ମୁଖ୍ୟ ଶାସନ ସଚିବ/
ପ୍ରମୁଖ ଶାସନ ସଚିବ/ କମିଶନର ତଥା ଶାସନ ସଚିବ

ବିଷୟ:- ସରକାରୀ କର୍ମଚାରୀଙ୍କୁ ଅବସର ଗ୍ରହଣ ଦିବସ ଦିନ ପୂର୍ଣ୍ଣାଙ୍ଗ ପେନସନ ପ୍ରଦାନ ସମ୍ବନ୍ଧରେ

ମହାଶୟା/ ମହାଶୟ,

ଆପଣମାନେ ଅବଗତ ଅଛନ୍ତି ଯେ ସରକାରୀ କର୍ମଚାରୀଙ୍କୁ ଅବସର ଗ୍ରହଣ ଦିବସରେ ପୂର୍ଣ୍ଣାଙ୍ଗ ପେନସନ ପ୍ରଦାନ କରିବାପାଇଁ ପୂର୍ବରୁ ସାଧାରଣ ପ୍ରଶାସନ ଓ ସାଧାରଣ ଅଭିଯୋଗ ବିଭାଗ ତରଫରୁ ନିର୍ଦ୍ଦେଶନାମା ଜାରି କରାଯାଇଛି। କିନ୍ତୁ, କେତେକ କ୍ଷେତ୍ରରେ ଏହା ସଠିକ ଭାବେ ପାଳନ ହେଉନଥିବାର ଦୃଷ୍ଟିକୁ ଆସିଅଛି।

ତେଣୁ, ଓଡ଼ିଶା ସିଭିଲ ସର୍ଭିସ ପେନସନ ନିୟମ, ୧୯୯୨ ଓ ଏହି ବିଭାଗ ପତ୍ର ସଂଖ୍ୟା ୪୦୨୮, ତା ୧୨.୧୨.୨୦୧୯ ରିଖ (ଏକକିତା ନକଲ ସଂଲଗ୍ନ କରାଗଲା) ଅନୁସାରେ ସମସ୍ତ ଯୋଗ୍ୟ ସରକାରୀ କର୍ମଚାରୀଙ୍କୁ ସେମାନଙ୍କର ଅବସର ଦିବସରେ ପୂର୍ଣ୍ଣାଙ୍ଗ ପେନସନ ପ୍ରଦାନ ପାଇଁ ଫଳପ୍ରସୂ ପଦକ୍ଷେପ ନେବା ନିମନ୍ତେ ନିଜର ବିଭାଗ ତଥା ନିଜ ବିଭାଗ ଅଧିନସ୍ଥ ସମସ୍ତ ବିଭାଗୀୟ ମୁଖ୍ୟ ତଥା ପେନସନ ମଞ୍ଜୁର କରୁଥିବା ଅଧିକାରୀମାନଙ୍କୁ ପୁନଃ ଅବଗତ କରାଇବା ପାଇଁ ଅନୁରୋଧ କରାଯାଉଛି।

ଯଦି କୌଣସି ସରକାରୀ କର୍ମଚାରୀଙ୍କ ବିରୁଦ୍ଧରେ ବିଭାଗୀୟ ଶୃଙ୍ଖଳାଗତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ଅଥବା ଭିଜିଲାନ୍ସ ମକଦ୍ଦମା ଥାଏ, ତେବେ ସମ୍ପୃକ୍ତ କର୍ମଚାରୀଙ୍କ ଅବସର ଗ୍ରହଣର ଯଥେଷ୍ଟ ପୂର୍ବରୁ ତାହାକୁ ଫଏସଲା କରିବା ପାଇଁ ସମ୍ପୃକ୍ତ ବିଭାଗୀୟ /କାର୍ଯ୍ୟାଳୟ ମୁଖ୍ୟଙ୍କ ସ୍ତରରେ ପଦକ୍ଷେପ ଗ୍ରହଣ କରାଯିବା ଏକାନ୍ତ ଆବଶ୍ୟକ।

ଏହି ପରିପ୍ରେକ୍ଷୀରେ ସୂଚିତ କରାଯାଉଛିକି ମାନବିକତା ତଥା ଉତ୍ତମ ପ୍ରଶାସନ ଦୃଷ୍ଟିକୋଣରୁ ଅବସର ଦିବସରେ ସମସ୍ତ ଅବସରପ୍ରାପ୍ତ ଯୋଗ୍ୟ କର୍ମଚାରୀଙ୍କୁ ପୂର୍ଣ୍ଣାଙ୍ଗ ପେନସନ ଦେବା ସୁନିଶ୍ଚିତ କରିବେ ଏବଂ ଏହା ସମ୍ପୃକ୍ତ ଅଧିକାରୀଙ୍କ ଦକ୍ଷତା ମାପକାଠିର ପରିଚାୟକ ହେବ।

ପୁନଶ୍ଚ, ପ୍ରତ୍ୟେକ ମାସରେ ଅବସର ଗ୍ରହଣ କରୁଥିବା ସରକାରୀ କର୍ମଚାରୀଙ୍କ ମଧ୍ୟରୁ କେତେଜଣଙ୍କୁ ଅବସର ଦିବସରେ ପୂର୍ଣ୍ଣାଙ୍ଗ ପେନସନ ପ୍ରଦାନ କରାଯାଇଛି ତାହାର ତଥ୍ୟ ସମ୍ପୃକ୍ତ ଅଧିକାରୀମାନେ ପରବର୍ତ୍ତୀ ମାସର ୭ ତାରିଖ ସୁଦ୍ଧା ସାଧାରଣ ପ୍ରଶାସନ ଓ ସାଧାରଣ ଅଭିଯୋଗ ବିଭାଗର ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବଙ୍କୁ srsahoo.pgp@gmail.com ମେଲ ଦ୍ୱାରା ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରିବେ।

ଏହା ଅତ୍ୟନ୍ତ ଜରୁରୀ ଅଟେ।

ଆପଣଙ୍କ ବିଶ୍ୱସ୍ତ,

ମୁଖ୍ୟ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା- 35215 /ସା.ପ୍ର ଓ ସା.ଅ, ତାରିଖ - ୨୨/11/2024

ଏହାର ଏକକିତା ନକଲ ପ୍ରଧାନ ମହାଲେଖାପାଳ, ଓଡିଶା, ଭୁବନେଶ୍ୱରଙ୍କ ସଦୟ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର କର୍ତ୍ତବ୍ୟରତ ଅଧିକାରୀ –ତଥା –
ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା- 35216 /ସା.ପ୍ର ଓ ସା.ଅ, ତାରିଖ - ୨୨/11/2024

ଏହାର ଏକକିତା ନକଲ ଭିଜିଲାନ୍ସ ମହାନିର୍ଦ୍ଦେଶକ, ଓଡିଶା, କଟକଙ୍କ ସଦୟ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର କର୍ତ୍ତବ୍ୟରତ ଅଧିକାରୀ –ତଥା –
ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା- 35217 /ସା.ପ୍ର ଓ ସା.ଅ, ତାରିଖ- ୨୨/11/2024

ଏହାର ଏକକିତା ନକଲ ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ, ସାଧାରଣ ପ୍ରଶାସନ ଓ ସାଧାରଣ ଅଭିଯୋଗ ବିଭାଗଙ୍କ ସଦୟ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା। ସମସ୍ତ ବିଭାଗର ବିବରଣୀକୁ ସେ ମୁଖ୍ୟ ଶାସନ ସଚିବଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରତ୍ୟେକ ମାସ ୧୫ ତାରିଖ ସୁଦ୍ଧା ସଙ୍କଳନ ପୂର୍ବକ ଉପସ୍ଥାପନ କରିବେ।

ସ୍ୱତନ୍ତ୍ର କର୍ତ୍ତବ୍ୟରତ ଅଧିକାରୀ –ତଥା –
ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ

Government of Odisha
General Administration & Public Grievance Department
****

No. GAD-PEN-PEN-0024-2019 4028 /PEN Bhubaneswar, dated, 12th December, 2019.

From

Shri Sanjeev Chopra, I.A.S.
Principal Secretary to Government.

To

All Departments of Government
All Heads of Departments
All RDCs / All Collectors.

Sub: SANCTION OF FULL PENSION ON THE DATE OF RETIREMENT.

Timely sanction of pension to retiring Government servants has become a major challenge for the administration in the present time and for delay or non-sanction of pension in many cases, Hon'ble High Court is issuing contemptuous remarks and imposing penalty on the Government authorities.

It is therefore impressed upon the Departments / Head of Departments / PSAs that the pension to Government servants (not suffering Vigilance/ Criminal cases after cognizance taken by Courts and/or Disciplinary proceedings entail major penalty) shall mandatorily be sanctioned on the date of retirement w.e.f. March, 31, 2020 and violation without valid reason shall be viewed seriously & responsibility shall be fixed.

(1) In order to bring about punctuality in the Pension sanction system & enforce the statutory directives under the OCS (Pension) Rules, 1962, the task-timeline indicated below, should be scrupulously adhered to by all concerned.

	Process & Task Under respective provision of OCS (Pension) Rules, 1962	Timeframe	Responsibility of the PSA (Department /HoD/ Controlling Officer) & Accountant General (A&E)	Responsibility of the Pensioner
1	Preparation of list of employees who are due to retire within (i)24 months (ii) 12 months (separately)	1st January of each Year Follow up in July.	Communicate to retiring Government servants and all concerned in time	
2	Issue notice to Government servants retiring within 24 months & currently serving establishment [Rule 58(1)]	As per the schedule of retirement, each month	Notice to Government servants & current Offices to update service records & report discrepancy Finalise DP, within 1year	Ensure verification of own service record, regularise deputation & settle /update loan/LTAs
3	Issue notice to Government servants who are due to retire within 12 months & their respective Offices &Call for clearances (Rule-61)	1yr before retirement & Follow up prior to 6 months if (ePension Paper & NDCs) not received	Call for clearances from Vigilance / CID-CB (for Group-A) & NDCs Call for complete ePension paper unfailingly ensuring receipt by 6 months to retire	Pursue receipt of NDCs /clearances from Offices where served Ensure filing pension application on line not later than 6 months to retire

4	Verify NDCs / Clearances (including Pool quarters NDC) & service data on HRMS	Six months prior to retirement	Follow up with respective Offices/Ensure updated eService Books, leave a/c, LTA recovery & NDCs	
5	Sanction of Pension and all retirement benefits [with reference to Vigilance/ Criminal cases & DPs] (Rule 62)	Not later than Four months prior to date of retirement of Government servant	Online reference to the Accountant General (A&E), Odisha prior to Four months of retirement (sanction notional increment if due within last 4 months)	
6	Authorisation of PPO/GPO Handing over Pensioner's [Rule 64 (1)]	30 days prior to date of retirement	Accountant General (A&E), Odisha	

(2) It is also an imperative that the retiring Government servant shall ensure that all his service records & leave accounts updated, Long Term Advances & Loans cleared & NDCs received or s/he should provide complete information to the PSA, for which, notice prior to two years of retirement has been prescribed and should invariably be insisted upon.

(3) The CMGI is in the process to update e-Service Book, online Leave and Advances module, seeding of AADHAR & Bank Account records on HRMS. The eService Book of Government employees on March 31st, 2020 will be completed in the first phase by February 15, 2020. The task is going to be complete by June, 2020 for which, training has commenced. The DDOs shall remain responsible to update service records alongwith leave and Long Term Advances on HRMS, in time. This would hasten & ease out the process of verification of NDCs & other requisites for sanction of pension.

(4) It should be ensured that all pension applications are received online with effect from January, 2020 as physical application would not be honoured by the Accountant General (A&E). Where the Government servant is unable to apply for pension online, the PSA's establishment shall ensure online submission of application.

(5) Receipt of NDCs/clearances shall be ensured within six months prior to retirement & sanction of pension must be made four months before the date of superannuation. For the time being, the Accountant General has been requested to relax the four months stipulation to one month for cases of retirement till March, 2020.

(6) This arrangement is being monitored by the Finance Department through Directorate of Treasuries & Inspections, as all information being integrated to IFMS.

(7) A Nodal Officer may be nominated & communicated to all concerned, especially for queries & clarification of the retiring Government servants, under intimation to this Office.

This may be brought to the notice of all PSAs/ DDOs, Heads of Office dealing with establshment of different cadre of Government employees to ensure full pension on the date of superannuation.

Principal Secretary to Government.

MINUTES OF THE MEETING OF THE CORE COMMITTEE ON PENSION.

Meeting of the Core Committee on Pension was held on 09.12.2019 at 5.00PM in the Conference Hall of the Home Department under the chairmanship of the Principal Secretary, GA & PG Department.

List of Officers present in the meeting is at Annexure-A to the minutes.

Follow up of the decisions taken in the meeting on 26.11.2019 was discussed with special emphasis on implementation of the e-Pension with automation of requisite data for ensuring full pension [governed under the OCS (pension) Rule, 1962] to all the retiring Government servants on the date of retirement. Procedural & administrative measures to handle the mandatory requirements in a expeditious & fool proof manner was the crux of the discussion as is indicated below.

TIMELY PROCESSING FOR SANCTION OF PENSION

Rule 58 of OCS (Pension) Rules, 1962 stipulates processing of Pension by Head of Office (PSA) two years preceding superannuation & as per Rule 62, the PSA has to sanction pension & make over to the Accountant General (A&E), Odisha four months prior to retirement enabling the Accountant General (A&E) to grant pension within 30 days ending on date of retirement. It shall be the responsibility of all PSAs now to issue retirement notice to all Government servants retiring in the calendar year 2021.

The DAG, Pension present in the meeting indicated that a timeline, as has been prescribed in the National Pension Portal is to be worked out for the State Government employees.

The procedural stipulation has to be enforced on all the PSAs without fail through the Departments / Heads of Offices / PSAs with effect from the Calendar Year, 2021. PSAs shall have to sanction pension in deserving cases & make over to the Accountant General (A&E), Odisha four months prior to the retirement in respect of the cases retiring in June, 2020 & thereafter.

However, for paucity of time to maintain the stipulation of four months & as the information have to be obtained through correspondences (not available in electronic form) in respect of Government servants retiring till May, 2020, the Accountant General (A&E), Odisha shall be requested to relax the time of four months to one month.

The Health & Family Welfare Department is having identical issues in sanction of pension and the Commissioner-cum-Secretary present in the meeting indicated that the Department shall be able to sanction full pension, in eligible cases, on the date of retirement of the Government servants from March, 2020 onwards.

[Action: Pension & Grievances Branch, GA & PG Deptt.]

TIMELY COLLECTION OF CLEARANCES

- For cases within May, 2020, all the PSAs (DDOs) shall share the list of Retiring Government servants to the Accountant General (A&E), Director of Treasuries & Inspections, Executive Director, CMGI, Director, Vigilance & Addl. DG, CID-CB (for Group-A) for obtaining statutory clearances in the format containing fathers' name & Date of Birth at least three months' prior to sanction of pension.

[Action: Pension Branch of respective PSAs]

- As has been discussed & decide earlier, preparation / updation of e-Service Book is underway which would provide all service details of the retiring Government servants including leave, sanction of Long Term Advances and deputation.

[Action: CMGI]

- The deputation period with sanction details would be communicated to the Accountant General (A&E), Odisha (Deputy Acc. General, Pension, for that matter) to verify deposit of LSC / PC by the borrowing authorities. Information of LTA shall have to be collected from the respective & subsequent Offices after sanction of LTA in favour of the retiring employee.

For expediting collection of the above two information, concerned retiring employee shall have to intimate the PSA regarding (1) period of deputation, its sanction alongwith date & time of relief from Government Office to join in deputed post & joining in the subsequent substantive posting (2) sanction of LTA, recoveries if concluded & clearance issued by the Accountant General (A&E) for .

[Action: All Departments / All PSAs / Retiring Government servants]

- For providing vigilance clearances in respect of Group-A Officers within a week time from the date of reference, the Vigilance Directorate is required to digitize & update the data by using additional manpower.

When e-Service Book is prepared & put to use, this can be shared with the Directorate of Vigilance to ensure the identification details of the retiring employees.

[Action: Directorate of Vigilance & CMGI]

- The representative Officer, CID-CB indicated that they have got their information updated, which can be provided within 5-7 working days.
- Training of the PSAs (for gap data updation on the e-Service Book) shall be completed by the CMGI by end of December, 2019 and if required, technical support to be provided till mid of January, 2020. The respective PSAs shall collect the Service Books of the retiring employees & update their service records for expeditious collection of procedural information.

[Action: All Departments / All PSAs]

- There shall be a Nodal Officer for each Department / HoD / PSA to coordinate with respective Nodal Officers in the offices of Accountant General (A&E), Directorate of Treasuries & Inspections, CMGI & Directorate of Vigilance in case of requirement.

[Action: All Departments / All PSAs & Pension & Grievances Branch, GA & PG Deptt.]

- The borrowing Departments / Agencies / Organisations would be sensitized for timely deposit of the LSC / PC & clearance of arrears, pending after receipt of sanction of the Accountant General (A&E) prior to date of retirement of Government servants.

[Action: All Departments / All Borrowing Agencies]

- The Rent Officer, GA & PG Department would be provided with list of Retirement (for postings at Bhubaneswar & Cuttack) for timely clearance & intimation of dues to be recovered.

ENFORCEMENT OF e- PENSION

- No pension application shall be sent to the Accountant General (A&E) without being routed through ePension. For the time being, the attached documents shall be scanned & uploaded. For clarity, physical application shall be downloaded & sent simultaneously.

[Action: All PSAs]

- The Finance Department have taken steps to provide Digital Signature Certificate to all DDOs / all PSAs by February, 2020.

By June, 2020, e-Service Book, online leave, loan modules, AADHAR & Bank accounts shall be updated on HRMS and made available to be mapped with e-Pension in order to facilitate online verification, thereby reducing time for scrutiny.

[Action: Directorate of Treasuries & CMGI]

SENSITISATION OF THE PSAs & RETIRING FOVERNMENT SERVANTs

- The Government Departments and their sub-ordinate establishments would take up the process of expeditious collection of information in order to ensure timely sanction of pension. The District authorities sanctioning pensions shall be sensitized on the subject under the chairmanship of the Collectors. Since the Government servants belonging to District cadre almost have all service recording & require less clearances / NDCs, sanction of pension should be ensured on the date of retirement. This shall also be discussed with the Collectors in Collectors' Video Conference taken by Chief Secretary.
- The retiring Government employees shall be made responsible to update their own service records, ensure sanction of deputation & recovery of Long Term Advances

etc. and on receipt of retirement notice ahead of retirement and make available the PSAs the clearances etc. through official communications from the PSAs.

The meeting concluded with vote of thanks.

Principal Secretary to Government,
GA & PG Department.

Government of Odisha
General Administration & Public Grievance Department
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Memo No. 4029 /PEN Dated 12 /12/2019.
GAD-PEN-PEN-0024-2019

Copy forwarded to the Private Secretary to the Principal Secretary to Government, GA & PG Department / Principal Secretary to Government, Finance Department / Commissioner-cum-Secretary to Government, School & Mass education Department/ Commissioner-cum-Secretary, Higher Education Department/ Commissioner-cum-Secretary to Government, Health Department for kind information of the Principal Secretaries & Commissioner-cum-Secretaries.

Addl. Secretary to Government

Memo No. 4030 /PEN Dated 12 /12/2019.

Copy forwarded to the Private Secretary to the Addl. DG of Police-cum-Director, Vigilance / Addl. DG of Police, CID-Crime Branch for kind information & needful appropriate action of the Director of Vigilance & Addl. DG, CID-CB, Odisha.

Addl. Secretary to Government

Memo No. 4031 /PEN Dated 12 /12/2019.

Copy forwarded to the Accountant General (A&E), Odisha / Director of Treasuries & Inspection for kind information and necessary action.

Addl. Secretary to Government

Memo No. 4032 /PEN Dated 12 /12/2019.

Copy forwarded to the Executive Director, CMGI for kind information and necessary action.

Addl. Secretary to Government

Memo No. 4033 /PEN Dated 12 /12/2019.

Copy forwarded to all the Departments (except GA&PG, Finance, Health & FW, School & ME, Higher Education)/ all RDCs / all Collectors for information and necessary action.

Addl. Secretary to Government

LIST OF OFFICERS ATTENDED THE MEETING. (Annexure-A)

Dt. 09.12.2019 at 5.00PM in the Conference Hall, Home Department

1	Principal Secretary to Government, GA & PG Department
2	Commissioner-cum-Secretary to Government, Health & Family Welfare Department
3	Shri Nanda Dulal Das, Deputy Accountant General (Pension) O/O The Accountant General (A&E), Odisha
4	Md. Sadique Alam Executive Director, CMGI
5	Shri Sudhansu Sekhar Bhuyan, Director of Pension & Grievances, GA & PG Department
6	Shri Pravat Kumar Bhoi, Addl. Secretary to Government, School & Mass Education Department
7	Shri Sidhartha Das, Joint Director, Treasuries & Inspections, O/O The Director of Treasuries & Inspections, Odisha
8	Addl. SP, CID-CB, Odisha, Cuttack
9	Shri Pradyumna Kumar Dwivedy, Dy. SP, Vigilance, Odisha, Cuttack
10	Sri Abanikant Pattanaik, Addl. Secretary, GA & PG Department.

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
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No. 27895 /F., Dt. 03.10.2024
FIN-TRY-MISC-0017-2016

From

Saswat Mishra, IAS
Principal Secretary to Government

To

The DC-cum-ACS /
Additional Chief Secretary to Government/
Principal Secretary to Government/
Commissioner-cum-Secretary to Government/
(All Departments)

Sub: Making Online Pension Application Mandatory-regarding

Ref: Finance Department OM No - 31016/F, dated 20.11.2020, FD Letter No 18980/F dated 20.07.2021 and FD Letter No-22118/F dated 05.08.2023

Madam / Sir,

In order to streamline processing of pension proposals, it has now been decided that, with effect from 01.11. 2024, Principal AG (A&E) (Odisha) will accept only online pension proposals submitted through IFMS by Pension Sanctioning Authorities accompanied with e-Service Book generated from HRMS. No physical service book or pension application will be accepted by the Principal AG(A&E) (Odisha) after 31.10.2024.

You are, therefore, requested to kindly impress upon all Pension Sanctioning Authorities (PSA) under your administrative control to ensure that pension applications are submitted in IFMS **only through online mode w.e.f. 01.11.2024**. No physical pension application shall be sent to the Principal AG(A&E) (Odisha) after 31.10.2024.

Yours faithfully,

03.X.2024
Principal Secretary to Government

Memo No. 27896 /F., Dt. 3.10.2024.

Copy forwarded to Principal Accountant General (A&E) (Odisha) for information and necessary action.

It is requested not to entertain physical pension applications submitted by the PSAs for issue of pension authorities after 31.10.2024.

3.10.24
Deputy Secretary to Government

Memo No. 27897 /F., Dt. 3.10.2024

Copy forwarded to Director of Treasuries & Inspection (Odisha) for information and necessary action.

It is requested to conduct awareness amongst all PSAs through District Treasury / Special Treasury / Sub-Treasury regarding submission of pension application to Principal Accountant General (A & E) (Odisha) / Controller of Accounts (Odisha) through **online mode only in IFMS**.

3.10.24.
Deputy Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
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OFFICE MEMORANDUM

No. FIN-CS3-PEN-0010-2024/ 28624 /F, Date: 09/10/2024

Sub.: Revision of ceiling limit of Death-cum-Retirement Gratuity (DCRG) to State Government employees

Government of India, Ministry of Finance, Department of Expenditure vide their OM No. 1/1/2024-E-II(B)., dated 12.03.2024 has revised Dearness Allowance rates from 46% to 50% of the basic pay with effect from 01.01.2024 in respect of the Central Government employees.

2. Government of Odisha in Finance Department has issued Office Memorandum No. 6619/F., dated 14.03.2024 regarding enhancement of Dearness Allowance Rates from 46% to 50% of the basic pay with effect from 01.01.2024 in respect of the State Government employees.

3. On the basis of recommendation of the Seventh Central Pay Commission, after reaching the Dearness Allowance rates at 50%, Government of India in Ministry of Personnel, Public Grievances & Pensions, Department of Pension & Pensioners' Welfare vide their Office Memorandum No. 28/03/2024-P&PW(B)/ Gratuity/ 9559., dated 30.05.2024 have enhanced the maximum limit of Retirement Gratuity and Death Gratuity by 25% i.e. from Rs. 20 lakh to Rs. 25 lakh with effect from 01.01.2024 in respect of Central Government employees.

4. Now, therefore, in consideration of representations submitted by various Service Associations, State Government have been pleased to enhance the maximum limit of Death-cum-Retirement Gratuity under the Odisha Civil Services (Pension) Rules, 1992 from Rs.15 lakh to Rs.20 lakh with effect from 01.01.2024 in respect of State Government employees.

5. All Departments of Government are requested to bring this instruction to the notice of all Sub-ordinate offices under their administrative control.

6. Formal amendment to the Odisha Civil Services (Pension) Rules, 1992 will be notified separately.

09/X/2024
(Saswat Mishra)
Principal Secretary to Government

Memo No. 28625 /F., Date: 09/10/2024

Copy forwarded to All Departments of Government/ All Heads of Departments/ All Collectors/ All District and Sessions Judges/ The Principal Accountant General (A&E), Odisha, Bhubaneswar/ The Controller of Accounts, Odisha, Bhubaneswar/ Deputy Accountant General, Odisha, Puri/ Secretary to Governor/ Additional Chief Secretary to Chief Minister/ PS to the Chief Secretary/ Secretary to Odisha Legislative Assembly/ Director General, Gopabandhu Academy of Administration, Bhubaneswar/ Director, Madhusudan Das Regional Academy of Financial Management, Bhubaneswar/ Principal, Odisha Secretariat Training Institute, Bhubaneswar for information.

Additional Secretary to Government

Memo No. 28626 /F., Date: 09/10/2024

Copy forwarded to all Officers and all Branches of Finance Department for information.

Additional Secretary to Government

Memo No. 28627 /F., Date: 09/10/2024

Copy forwarded to Sri Tapan Kumar Pattanaik, Sub-Nodal Officer (E-Gazette), FID, Finance Department for information and necessary action.

He is requested to hoist this Office Memorandum in the Official Website (https:finance.odisha.gov.in) of Finance Department for general information.

Additional Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

OFFICE MEMORANDUM

No. FIN-CS3-PEN-0016-2020/16028/F, Date: 29-05-2025

Sub: A Ready Reckoner on the recent amendment to the OCS (Pension) Rules, 1992

Finance Department has recently amended the OCS (Pension) Rules, 1992 vide FD Notification No. 15316/F, dated 19.05.2025. For ease of reference, the amendments made are furnished below as a Ready Reckoner.

Sl. No.	Relevant Rule of the OCS Pension) Rules, 1992	Earlier Provision	Recent Amendment
1.	Rule 5(2)	The rule does not specifically indicate how to treat the day of retirement/ death where the employee was absent from duty on leave or otherwise or under suspension.	The provision has been modified to the extent that in a case where the Government servant immediately before his retirement or death was absent from duty on leave or otherwise or under suspension, the day of retirement/ death shall be a part of such leave or absence or suspension.
2.	Rule 7(2)	The Explanation under this Rule provides definition of 'departmental proceedings' and 'Judicial Proceedings". There is provision for sanction of provisional pension in case of pendency of such proceedings and withholding of final pension and gratuity.	Provision has been inserted that, regular pension, gratuity and other retirement benefits can be sanctioned if Magistrate has not taken cognizance on the charge sheet filed in a vigilance case.
3.	Rule 34(4)	No specific guidelines and time frame for withdrawal of resignation tendered by a Government employee	A time frame of 90 days for application of withdrawal of resignation by a Government employee has been prescribed.
4.	Rule-49	Maximum limit of DCRG of Rs.15.00 lakh and Rs.20.00 lakh for State Government employees and State Judicial Officers respectively.	Maximum limit of DCRG has been enhanced to Rs.20.00 lakh and Rs.25.00 lakh for State Government employees and State Judicial Officers respectively w.e.f. 01.01.2024.
5.	Rule 56(5)(a)	There was no specific indication that spouse includes post-retiral spouse	Post-retiral spouse and judicially separated wife and husband are included within the purview of

Sl. No.	Relevant Rule of the OCS Pension) Rules, 1992	Earlier Provision	Recent Amendment
		and judicially separated wife or husband.	spouse for the benefit of family pension. Eligibility of widow or widower for family pension shall not be affected by the amount of her/ his income from other sources.
6.	Rule 56(5) (c)(iii)	There was no mention about dependency of the disabled child on the employee/ Pensioner i.e. the disability in child occurred during lifetime of the employee/ Pensioner.	Now it has been included that if disability in the child existed/ manifested before the death of Govt. servant/ Pensioner and the disabled child was dependent on the Govt. servant/ Pensioner, then he/she shall be eligible for family pension for life.
7.	Rule 56(5) (c) (iv)	No specific Act and Rules regarding issuance of disability certificate was mentioned	Provision has been made regarding acquiring disability certificate in accordance with the RPWD Act, 2016 and the RPWD Rules, 2017 and on assessment by Appellate Medical Board
8.	Explanation (a) to Rule 56(5)(c)	Reporting of fact of manifestation of disability in a child by the nominee of the Government employee/ pensioner	The words "or his/her nominee" have been deleted because family pension to disabled child shall be granted basing on the dependency of the child on the Government employee/pensioner.
9.	Explanation (b) to Rule 56(5)(c)	A disabled unmarried daughter was become ineligible for receiving family pension under this sub-rule from the date she gets married.	Now, changes have been made to allow a disabled daughter to avail the benefit of family pension even after her marriage subject to the condition that her husband's annual income from all sources does not exceed Rs. 5,00,000/-
10.	Explanation (d) to - Rule 56(5)(c)-	Family pension under this sub-rule was to be stopped unless the guardian furnished a certificate to the Treasury/ Bank, as the case may be, every month that (i) he or she has not started earning his/ her livelihood, (ii) in case of daughter that she has not yet married.	(i) In place of "every month", "every year" has been substituted as income certificates are acquired annually. Clause (ii) has been deleted as disabled daughter shall get family pension even after her marriage. (See serial No.9)

Sl. No.	Relevant Rule of the OCS Pension) Rules, 1992	Earlier Provision	Recent Amendment
11.	Rule 56(5)(e)	Widowed/ Divorced/ disabled widowed/ disabled divorced daughters beyond the age of 25 years have been extended family pension benefit till their remarriage or death. However, there was no mention about dependency of these daughters on the Government employee/ pensioner	Specific provision has been inserted that, such daughter shall be eligible for family pension if she was dependent on her father or mother(who was a Government employee/ pensioner) at the time of death of her father or mother, as the case may be.
12.	Rule 56(5)(f)(i)	At present family pension to disabled child was paid through Guardian except in case of physically crippled son or daughter who has attained majority.	Now, changes have been made that Family pension shall be paid to a disabled child, who is suffering from any disorder or disability of mind including the mentally retarded(Intellectual disability), through the Guardian as if, he or she were a minor except in the case of the physically disabled child who has attained the age of majority
13.	Rule 56(9)	No provision for nomination of a person as Guardian by the Govt. Employee/Pensioner for grant of family pension to a disabled child who is suffering from Intellectual disability.	A clause has been inserted providing nomination of a person as Guardian by the Government employee/ Pensioner for grant of family pension in case of a disabled child who is suffering from Intellectual disability. In case there is no nomination, the benefit of family pension shall be granted through a guardian on the basis of guardianship certificate.
14.	Rule 56(9)(A)	Where father/ mother is eligible for two family pension in respect of their children who were Government servant, maximum amount of the family pension shall be respectively –	As per ORSP Rules, 2017, maximum amount of the family pension shall be respectively – (i) 50% of the highest pay in Government per month (in case of two enhanced family pension). (ii) 50% of the highest pay in Government per month (in case of

Sl. No.	Relevant Rule of the OCS Pension) Rules, 1992	Earlier Provision	Recent Amendment
		(i) Rs.12,000/- per month (in case of two enhanced family pension). (ii) Rs.12,000/- per month (in case of one enhanced family pension and other at normal rate) and (iii) Rs.6,000/- per month (in case of both at normal rate). There is no provision to enquire annual income of the parents.	one enhanced family pension and other at normal rate) and (iii) 30% of the highest pay in Government per month (in case of both at normal rate). Parents shall be eligible for family pension in respect of their children if their monthly income is less than Rs.10,000/-.
15.	Rule 56(10)(a)	Maximum limit of two family pension admissible to child shall be respectively – (i) Rs.12,000/- per month (in case of two enhanced family pension). (ii) Rs.12,000/- per month (in case of one enhanced family pension and other at normal rate) and (iii) Rs.6,000/- per month (in case of both at normal rate).	As per ORSP Rules, 2017, maximum amount of the family pension shall be respectively – (i) 50% of the highest pay in Government per month (in case of two enhanced family pension). (ii) 50% of the highest pay in Government per month (in case of one enhanced family pension and other at normal rate) and (iii) 30% of the highest pay in Government per month (in case of both at normal rate).
16.	Rule 56(15)	Earlier there was no provision in the said Rules for giving details of family members after retirement by the Government employee.	Provision has been included giving opportunity to the retired Govt. employee to give family details in Form-D with relevant supportive documents.
17.	Rule 56(16)	At present a person has to opt for family pension from any one source i.e. either from military service or from civil service	Now a person in receipt of pension or family pension from military source shall also be eligible for civil pension or family pension from State Government. Military pension/ family pension shall be paid for the military service period and civil pension/ family pension shall be paid for the civil service period. (In this regard necessary clarification has been issued vide FD OM No. 31425/F., dated 14.11.2024)

Sl. No.	Relevant Rule of the OCS Pension) Rules, 1992	Earlier Provision	Recent Amendment
18.	Rule 89(c)(ii)	There was no specific provision for grant of Dearness Relief (T.I) on the family pension in favour a Government employee in receipt of D.A on his/ her pay.	In this case, provision has been made that, Dearness Relief (T.I). on family pension shall be allowed to a Government employee who is getting his/ her own pay and D.A. (In this regard necessary clarification has been issued vide F.D O.M No. 30241/F., dated 01.11.2024)
19.	Rule 115	(New addition)	If any confusion or ambiguity arises amongst the provisions contained in first 8 chapters and next chapters of the O.C.S (Pension) Rules, 1992, provisions contained first 8 chapters shall prevail.
20.		There was no provision for giving details of family intimating any addition/ alteration in OCS Pension Form-D after retirement on superannuation	OCS Pension Form-D relating to details of family has been modified such that a retired employee can be able to give his/ her family details even after retirement.

This Ready Reckoner is only for the purpose of easy understanding of the recent amendments. In case of any discrepancy between the contents of the actual amendment made vide Finance Department Notification No. 15316/F, dated 19.05.2025 and this Ready Reckoner, provisions of the said FD Notification shall prevail over the contents of this Ready Reckoner.

28.05.2025

(Saswat Mishra)
Principal Secretary to Government

Memo No 16029 /F, Date: 29-05-2025

Copy forwarded to all Departments for kind information and necessary action.

PK Mishra 28/5/25
Joint Secretary to Government

Memo No 16030 /F, Date: 29-05-2025

Copy forwarded to all Branches of Finance Departments for kind information and necessary action.

PK Mishra 28/5/25
Joint Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

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NOTIFICATION

No. FIN-CS3-PEN-0017-2022/26635 /F, dated 22th September, 2023

In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of Odisha is pleased to make the following rules further to amend the Odisha Civil Services (Pension) Rules, 1992, namely:-

1. (1) These rules may be called the Odisha Civil Services (Pension) Second Amendment Rules, 2023.

(2) They shall come into force from the date of their publication in the Odisha Gazette.

2. In the Odisha Civil Service (Pension) Rules, 1992, in rule 65;

(a) in sub-rule (1), for clause (ii), the following clause shall be substituted, namely:-

"(ii) ask the retiring Government servant six months in advance before the date of retirement to furnish a written statement on plain paper stating the total length of qualifying service including details of emoluments last drawn excluding the break or other non-qualifying periods of service with such other documents as required for sanction of final pension.";

(b) in sub- rule (4), in clause (a), for sub-clause (ii), the following sub-clause shall be substituted, namely:-

"(ii) 100 per cent of the payable amount of gratuity towards provisional gratuity as determined under sub-rule (3) withholding ten per cent of such gratuity.";

(c) in sub- rule (4), in clause (a), after sub-clause (ii), the following sub-clause shall be inserted, namely:-

"(iii) If a Government servant is or was an allottee of Government accommodation fifty per cent of such gratuity shall be withheld pending receipt of No Demand Certificate from Authority in charge of Government accommodation.";

P.T.O

(d) in sub-rule (6), for clause (a), the following clause shall be substituted, namely:-

"(a) The payment of provisional pension shall not continue beyond the period of six months from the date of retirement of the Government servant or from the date of submission of the online Pension Application through the pensioners Portal (https://www.odishatreasury.gov.in/PensionPortal) by the Government servant, whichever is later, and if the amount of final pension and the amount of final gratuity had been determined by the Pension Sanctioning Authority before the expiry of the said period of six months, he shall intimate the same to the Accountant-General, Odisha. While submitting final pension papers to the Accountant General, Odisha, the pension sanctioning authority shall send a detailed information showing sanction and drawal particulars of Provisional Pension, Commuted Value of Pension and Provisional Gratuity. Where no such sanction has been made the fact of non-sanction or non-drawal shall also be intimated to the Accountant General. On receipt of the report the Accountant General, Odisha shall -

(i) issue the pension payment order and direct the Treasury Officer to draw and disburse the difference between the final amount of pension and the amount of provisional pension paid under sub-clause (ii) of clause (b) of sub-rule (4); and

(ii) direct the Treasury Officer to draw and disburse the difference between the final amount of gratuity and the amount of provisional gratuity paid under sub-clause (ii) of clause (b) of sub-rule (4) after adjusting the Government dues, if any, which may have come to the notice after payment of provisional gratuity:

Provided that provisional pension shall not be discontinued, if, for any reason, Pension Payment Order for regular pension could not be issued by the Accounts Officer after the expiry of the aforesaid period of six months.

(e) in sub-rule (6), after clause (c), the following clauses shall be inserted, namely: -

"(d) If the final amount of pension or gratuity has not been determined by the Pension Sanctioning Authority within a period of six months from the date of retirement of the Government servant or from the date of submission of pension forms duly filled in, by the Government servant referred to in clause (a)

P.T.O

of sub-rule (6) for the reason other than the departmental or judicial proceedings as laid down under rule 66, he shall treat the provisional pension or gratuity as final and forward the same to the Accountant General, Odisha for issue of the pension payment order or gratuity payment order immediately on the expiry of the period of six months, failing which the Pension Sanctioning Authority or Head of Office shall be liable for disciplinary action; and

(e) Nothing contained in clause (a) and (d) shall be applied in case of following categories of employees:-

(i) A Government servant who retires from service while on foreign service as mentioned in sub-rule (2) of rule 67;

(ii) A Government servant who disappears just after his retirement;

(iii) A Government servant who was initially engaged as a workman in work charged establishment or job contract worker in survey, settlement and map publication work or consolidation operation of the State and brought over to regular pensionable service in subsequent period;

(iv) Employees of privately managed aided educational institutions or institutions governed by the local bodies/ autonomous bodies/ autonomous organisations, turned into Government servants on taking over the management of the institution by the State Government;

(v) An employee who gets provisional pension by virtue of order passed by the Court of Law; and

(vi) Any other case after concurrence of Finance Department and approval of Government".

By order of the Governor

Principal Secretary to Government

P.T.O

Memo No. 26636 /F., Date: 22.09.2023

Copy forwarded to All Departments of Government/All Heads of Departments / All Collectors / All District and Sessions Judges / Deputy Accountant General, Odisha, Puri / Secretary to Governor / Principal Secretary to Chief Minister/ Secretary to Odisha Legislative Assembly / Principal, Odisha Secretariat Training Institute, Bhubaneswar / Director General, Gopabandhu Academy of Administration, Bhubaneswar / Director, Madhusudan Das Regional Academy of Financial Management, Bhubaneswar / Manager, Reserve Bank of India, Public Accounts Department, Bhubaneswar for information.

PKMishra 22/9/23

Joint Secretary to Government

Memo No. 26637 /F., Date: 22.09.2023

Copy forwarded to the Principal Accountant General (A&E), Odisha, Bhubaneswar/ the Controller of Accounts, Odisha, Bhubaneswar for information and immediate necessary action.

PKMishra 22/9/23

Joint Secretary to Government

Memo No. 26638 /F., Date: 22.09.2023

Copy forwarded to All Treasury Officers of District Treasuries and Special Treasuries/ Sub-Treasuries for information and immediate necessary action.

PKMishra 22/9/23

Joint Secretary to Government

Memo No. 26639 /F., Date: 22.09.2023

Copy forwarded to the Deputy Secretary to Government of India, Ministry of Personnel, P.G. and Pension, Department of Pension and Pensioners Welfare, New Delhi / Deputy Chief Accountant, Reserve Bank of India, Department of Government and Bank Accounts, Central Office, 4th Floor, Byculla Office Building, Opposite Mumbai Central Station Byculla, Mumbai 400008 for information and necessary action.

PKMishra 22/9/23

Joint Secretary to Government

P.T.O

Memo No. 26640 /F., Date: 22.09.2023

Copy forwarded to the Secretaries to Finance Department in all State Government / Union Territories in India with a request to circulate this Office Memorandum among the Pension Disbursing Authorities functioning within the jurisdiction of the concerned State for prompt payment to the Odisha State Pensioners.

PK Mishra 22/9/23

Joint Secretary to Government

Memo No. 26641 /F., Date: 22.09.2023

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with a request to publish the Notification in the next issue of Odisha Gazette and supply 50 copies of the Gazette Notification to the Finance Department.

PK Mishra 22/9/23

Joint Secretary to Government

Memo No. 26642 /F., Date: 22.09.2023

Copy forwarded to all Officers and all Branches of Finance Department / Deputy Examiner, Local Fund Audit, Finance Department / Efficiency Audit Organisation, Finance Department for information.

PK Mishra 22/9/23

Joint Secretary to Government

Memo No. 26643 /F., Date: 22.09.2023

Copy forwarded to Sri Tapan Kumar Pattanaik, Sub-Nodal Officer (E-Gazette), FID, Finance Department for information and necessary action.

He is requested to hoist this Notification regarding amendment of the OCS (Pension) Rules, 1992 in the Official Website (https:finance.odisha.gov.in) of Finance Department for General Information.

PK Mishra 22/9/23

Joint Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

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No. 12587 /F., Dated 19.05.2022
FIN-NPS-SCHEME-0001-2019

OFFICE MEMORANDUM

Sub: Procedure to exercise option for availing the benefits of family pension upon in-service death in respect of State Government employees covered under National Pension System (NPS).

The State Government have extended the benefits of family pension to all the eligible State Government employees covered under NPS, upon their in-service death vide Finance Department Notification No. 28746/F, dt. 11.10.2021. The provision for family pension shall be guided by Odisha Civil Services (Pension) Rules, 1992. The option to avail the benefit of family pension can be exercised by the following categories of employees/ their eligible family members:

a. The newly joined State Government employees covered under NPS;
b. The existing eligible State Government employees covered under NPS;
c. The eligible family members of deceased (who have died in-service) Government employees covered under NPS.

2. The modalities to exercise the option, maintenance of record and processing for sanction of family pension in respect of Government employees/ eligible family members of deceased (who have died in-service) Government employees covered under NPS shall be as follows:

A. **Exercise of Option:**

I. **Procedure for submission of option by newly joined / existing eligible State Government employees:**

a. Every eligible State Government employee, covered under NPS shall at the time of joining Government service, exercise an option in **Form-I** (**Annexure-A**) in triplicate for availing the benefit under the National Pension System or under the Odisha Civil Services (Pension) Rules, 1992, as the case may be, in the event of his/her in-service death.

b. Existing State Government employees, covered under the National Pension System shall also exercise such option in Form-I, within one year from the date of issue of this Office Memorandum.

c. The employee opting for availing the benefit of family pension under Odisha Civil Services (Pension) Rules, 1992 shall submit the option in the Form-I to the concerned

Head of Office along with declaration about details of his/her family in **Form-D** as prescribed under Odisha Civil Services (Pension) Rules, 1992 (**Annexure-B**).

d. If the employee has no family at the time of submission of option, he/she shall furnish the family details in the Form-D as soon as he/she acquires a family.

e. The employee shall communicate to the concerned Head of Office any subsequent change in the size of his/her family, including the fact of marriage of his/her child.

f. The option exercised earlier may be revised at any number of times by the employee before his/her retirement by making a fresh option intimating the revised option to the Head of Office.

Provided that in case of death of any employee during his/her service, the last option exercised by the deceased employee shall be treated as final and the family shall have no right to revise the option.

II. **Procedure for submission of option by eligible family member of the State Government employee who has died in-service, prior to 11.10.2021**

a. The eligible family members of the State Government employees who have died in-service prior to 11.10.2021 can also submit option for availing the benefit of family pension under Odisha Civil Services (Pension) Rules,1992.

b. The benefit of family pension will be admissible w.e.f. 11.10.2021, even if, the death in-service has occurred prior to the said date.

c. In such cases, the eligible member of the family can exercise their option in **Form-II (Annexure-C)** to the Head of Office where the employee last served.

III. **Submission of option by eligible family member of the State Government employee who has died in-service, on or after 11.10.2021**

a. Where an employee who has not exercised an option and dies in-service within 3 (three) years from the date of issue of Finance Department Notification No. 28746/F, dt. 11.10.2021, his/her eligible member of family can submit option for availing the benefit of family pension, under Odisha Civil Services (Pension) Rules,1992.

b. In such cases, the eligible member of the family can exercise their option in **Form-II** to the Head of Office where the employee last served.

IV. In all other cases, where no option has been exercised, the claim of his/her family in the event of in-service death of an employee shall be regulated in accordance with Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015, as adopted vide Finance Department letter No. 13477/F, dt. 03.05.2016.

B. **Maintenance of Record:**

i. On receipt of the option in the Form-I /Form-II from the employee/their family member, as the case may be, the Head of Office shall issue an acknowledgement as a proof of receipt.

ii. The Head of Office shall verify all the facts submitted therein. On acceptance, the Head of Office shall issue a copy of the option exercised by the employee/their family member, with his/her official seal and signature for record maintenance at the level of employee/their family member.

iii. In case of new employees, after generation of HRMS ID and PRAN, the Head of Office will enter the HRMS ID and PRAN of the employee in Part-B of Form-I and provide a copy of the option form to the employee concerned.

iv. The accepted Option Form and the details of family in Form-D shall be recorded and pasted in the Service Book of the concerned employee by the Head of Office.

v. The same shall also be incorporated in the e-Service Book of the employee maintained in HRMS, wherever applicable.

vi. A copy of the option shall be forwarded to the Central Record-keeping Agency (CRA-NSDL) by the Drawing & Disbursing Officer of the Head of Office through the Treasury Officer for their record.

vii. On subsequent receipt of the revised option form or their family details, the Head of Office shall acknowledge, verify and accept it. Necessary incorporation shall also be made by the Head of Office in the Service Book of the concerned employee along with intimation to the CRA-NSDL.

viii. Facility will be developed for electronic submission of Form-I and Form-D in HRMS/IFMS. However, until the development of such facility, employee concerned shall submit the physical forms to the Head of Office.

ix. In case the option form is misplaced or lost from official record, the copy of the option form duly acknowledged by Head of Office and available with the employee shall be used for any future purpose.

C. **Processing of Family Pension:**

I. **Cases where the option has been exercised prior to death of the State Government employees :**

a. In case of death of any State Government employee during his/her service, the last option exercised by the deceased employee shall be treated as final.

b. If the last option exercised is for availing the benefits of family pension under Odisha Civil Services (Pension) Rule, 1992, further action will be taken by the Head of Office for sanction of family pension benefits.

c. If the last option exercised is for availing benefits under NPS, then the pension shall be granted in accordance with the Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015.

d. If the benefits of family pension are payable to the family under the Odisha Civil Services (Pension) Rules, 1992 in accordance with the option exercised by the deceased employee, the Government contribution and returns thereon in the accumulated pension corpus of the employee shall be transferred to Government account. The remaining amount in the accumulated pension corpus shall be paid in lump-sum to the person(s) in whose favour a nomination has been made by the deceased employee under the Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015. If, there is no such nomination or if the nomination made does not subsist, the amount remaining in the accumulated pension corpus shall be paid to the legal heir(s).

e. In cases where the option exercised by the deceased employee becomes infructuous on account of non-availability of an eligible member of the family for grant of family pension under the Odisha Civil Services (Pension) Rules, 1992, such option would be deemed to have become invalid and the benefits admissible shall be granted to the legal heir(s) of the employee in accordance with Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015.

II. Cases where option has not been exercised and the employee died in-service prior to 11.10.2021 without finalisation of his/her Exit Claims:

a. The employees who have died in-service prior to 11.10.2021, his/her family may be granted family pension in accordance with the provisions of the Odisha Civil Services (Pension) Rules, 1992 w.e.f. **11.10.2021**.

b. In such cases, the Government contribution and returns thereon in the accumulated pension corpus of the employee shall be transferred to Government account. The remaining accumulated pension corpus shall be paid in lump-sum to the person(s) in whose favour a nomination has been made under the Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015.

c. If, there is no such nomination or if the nomination made does not subsist, the amount remaining accumulated pension corpus shall be paid to the legal heir(s).

III. Cases where option has not been exercised and finalisation of his/her Exit/ Withdrawal Claims as per PFRDA (Exits and Withdrawals under NPS) Regulations, 2015 has been completed:

a. The State Government employees covered under NPS, who died in-service and their Exit/Withdrawal has been finalised as per PFRDA (Exits and Withdrawals under NPS) Regulations, 2015 may also be eligible to avail family pension w.e.f **11.10.2021** in accordance with the provisions of the Odisha Civil Services (Pension) Rules, 1992 upon exercise of option by the eligible member of the family for grant of family pension.

b. In such cases, the eligible family member for grant of family pension shall deposit back the proportionate Government contribution and returns thereon in the accumulated pension corpus of the employee, at the time of exit from the NPS, into Government account in terms of provision of PFRDA (Exits and Withdrawals under NPS) Regulations, 2015.

c. At the time of submission of application for family Pension in accordance with Odisha Civil Services (Pension) Rules, 1992, the eligible member of the family shall apply in **Form III (Annexure-D)** along with the **Form II** to the NPS Cell, DTI (O) for calculation of proportionate Government share to be deposited in Government account through the Head of Office where the employee last served.

d. The NPS Cell shall assess the amount to be deposited by the eligible member of the family by taking in to the consideration of numbers of units available in the Pension Account (PRAN) of the deceased employee at the time of Exit/Withdrawal and Net Asset Value (NAV) on that date.

IV. **Cases where Exit/ Withdrawal Claims has been completed at the level of Interim Fund Managers (A.G-Odisha/ Controller of Accounts) vide F.D. Notification No-19176/F, Dt.09.07.2015:**

a. The employees who have died in-service and their withdrawals of accumulated pension wealth have been authorised by the Interim Fund Managers i.e., Accountant General (A&E), Odisha & the Controller of Accounts, Odisha, may also be eligible to avail family pension in accordance with the provisions of the Odisha Civil Services (Pension) Rules, 1992 w.e.f. **11.10.2021** upon exercise of option by the eligible member of the family for grant of family pension.

b. In such cases, the eligible member of the family for grant of family pension shall deposit the proportionate Government contributions along with the accrued interest thereon till the time of exit from the NPS into the Government account.

c. At the time of submission of application for family pension, the eligible member of the family for grant of family pension shall apply to the Head of Office where the employee last served, in the **Form- III** along with the **Form- II.** The concerned Head of Office shall forward the application to the NPS Cell, DTI(O) for calculation of proportionate Government share.

d. The NPS Cell shall assess the amount to be deposited on the basis of the amount authorised by A.G (A&E), Odisha/ Controller of Accounts, Odisha at the time of exit.

D. **Procedure for online application and sanction of Family Pension:**

I. Sanction of family pension where the final exit / withdrawal has not been finalized and option for availing family pension under Odisha Civil Services (Pension) Rules, 1992 has been exercised, with the consent of all legal heirs of the deceased employee, the following procedure shall be adopted:

a. The eligible member of the family shall submit the online Pension Application to the Head of Office of the deceased employee last served using the pensioners Portal (https://www.odishatreasury.gov.in/PensionPortal) of IFMS for sanction of family pension.

b. In case, the applicant is not able to submit online application, she/he shall submit the application in prescribed form directly to Head of Office who shall initiate the process for submission of "Pension Application Form" in Pension Portal on behalf of the applicant.

c. The procedure for submission and processing at various levels for sanction of family pension shall be guided by Finance Department O.M. No.32888/F, dt. 13.11.2017

d. Besides the requisite documents mandatory for sanction of family pension, the last option exercised by the deceased employee in **Form- I** / option exercised by the eligible family members in **Form- II,** Family Details in **Form-D**, Affidavit containing the consent of all the legal heirs of the deceased employee and request for closure of the pension account in **Form-IV (Annexure-E)** along with Bank details of the claimant(s).

e. After submission of pension application online, the applicant shall take the printout of the "Pension Application Form" from the Portal and submit the hard copy of application under her/his signature with relevant documents duly attested by the Head of Office.

f. On receipt of the application, the Head of Office will ascertain the missing credit, if any, in the pension account of the deceased Government employee and request the concerned District/Special Treasury Officer for settlement. In this regard, the Head of Office / Drawing Disbursing Officer will download the transaction statement of the deceased Government employee from the CRA (www.cra-nsdl.com) System and reconcile with acquaintance roll.

g. After ensuring that there is no missing credit of NPS contribution deducted from the employee, the Head of Office shall process the online Application in IFMS and forward to concerned Pension Sanctioning Authority with his/her Digital Signature/ E- Sign.

h. On receipt of the application, the Pension Sanctioning Authority will verify the eligibility and request the NPS Cell, Directorate of Treasuries & Inspection, Odisha enclosing **Form-IV** for withdrawal of accumulated pension wealth and closure of the pension account of the deceased Government employee under NPS.

i. On receipt of the request from the Pension Sanctioning Authority, the NPS Cell will initiate the process for withdrawal of accumulated pension wealth from the pension account (PRAN) of the deceased employee in CRA-NSDL system.

j. On successful withdrawal, NPS Cell shall deposit the Government contribution along with returns thereon into the Government account and transfer the remaining accumulated pension corpus to the Bank account of the claimant (s) under intimation to all concerned.

k. On receipt of the information regarding deposit of Government contribution along with the challan details, the Pension Sanctioning Authority shall process the Pension Application received from Head of Office and sanction the family pension in IFMS. Subsequently the PSA shall forward it to the Pension Issuing Authority (AG (A&E) or CoA) using his/her Digital Signature/ E- Sign.

l. The Pension Issuing Authority (AG (A&E) or CoA) shall follow the existing procedure for authorisation and issue of the Pension Payment Order (PPO) for disbursement of family pension at the level of Treasury.

II. **Sanction of Family Pension where the final exit / withdrawal has been finalized.**

The case where exit / withdrawal has already been finalized and the eligible family member of the deceased employee has opted for grant of family pension in accordance with Odisha Civil Services Pension Rule, 1992, the following procedure shall be adopted:

a. The eligible member of the family shall submit the online Pension Application to the Head of Office where the deceased employee last served, using the pensioners portal (https://www.odishatreasury.gov.in/PensionPortal) of IFMS for sanction of family pension.

b. In case, the applicant is not able to submit online application, she/he shall submit the application in prescribed form directly to Head of Office who shall initiate the process for submission of "Pension Application Form" in Pension Portal on behalf of the applicant and process online to forward to the concerned Pension Sanctioning Authority with his/her Digital Signature/ E- Sign.

c. The procedure for submission and processing at various levels for sanction of family pension shall be guided by Finance Department O.M. No.32888/F, dt. 13.11.2017.

d. The applicant shall attach the copy of Death Certificate of the deceased employee, legal heir certificate, option exercised by the eligible family members in **Form- II** for availing family pension, affidavit containing consent of all the legal heirs of the deceased employee, request for calculation of Government share to be deposited by her/him in **Form- III** along with other requisite documents required for sanction of family pension.

e. After submission of pension application, the applicant shall take the printout of the "Pension Application Form" from the Portal and submit the hard copy of application under her/his signature with relevant documents duly attested by the Head of Office.

f. The Head of Office shall process the pension application in IFMS and forward to the concerned Pension Sanctioning Authority with his/her Digital Signature/ E- Sign.

g. On receipt of the application, the Pension Sanctioning Authority will verify the eligibility and request the NPS Cell, Directorate of Treasuries & Inspection, Odisha enclosing **Form-III** for calculation of the proportionate Government contribution to be deposited by the applicant.

h. The NPS Cell, DTI (O) shall calculate and determine the proportionate Government share to be deposited by the eligible family member of the deceased employee and shall intimate to the Pension Sanctioning Authority and person concerned.

i. After receiving the intimation from the NPS Cell, regarding the amount to be deposited, the Pension Sanctioning Authority shall inform the applicant for deposit of the proportionate Government share under intimation to the concerned Head of Office.

j. On receipt of the information regarding deposit of Government contribution along with the challan details, the Pension Sanctioning Authority shall process the Pension Application received from Head of Office and sanction the family pension in IFMS. Subsequently the PSA shall forward it to the Pension Issuing Authority (AG (A&E) or CoA) using his/her Digital Signature/ E- Sign.

k. The Pension Issuing Authority (AG (A&E) or CoA) shall follow the existing procedure for authorisation and issue of the Pension Payment Order (PPO) for disbursement of family pension at the level of Treasury.

E. **Training and Support:**

i. For familiarisation about the procedure, NPS Cell, O/o the DTI (O) will arrange necessary training programmes for all Treasury Officers who will in turn provide training and handholding support to the Heads of Offices / DDOs under their jurisdiction.

ii. In case of any difficulty faced by the Heads of Offices/ DDOs / Employees, necessary support will be provided by the Help Desk of the NPS Cell, DTI (O) during the office hours.

3. This shall be effective from the date of issue.

By orders of the Governor

Ashok. 19/5/2022

(Ashok Meena)
Principal Secretary to Government

Memo No. 12588 /F Date 19.05.2022

Copy forwarded to the Secretary to Hon'ble Governor/ Private Secretary to Hon'ble Chief Minister/ Private Secretary to Hon'ble Minister, Finance & Excise for kind information of Hon'ble Governor/ Hon'ble Chief Minister/ Hon'ble Minister, Finance & Excise.

19.5.2022
Under Secretary to Government

Memo No. 12589 /F Date 19.05.2022

Copy forwarded to the OSD to Chief Secretary / PS to Principal Secretary, Finance Department / PS to Director, Small Savings for kind information of Chief Secretary/ Principal Secretary / Director, Small Savings, Finance.

19.5.2022
Under Secretary to Government

Memo No. 12590 /F Date 19.05.2022

Copy forwarded to All Administrative Departments / All Heads of Departments/ All Revenue Divisional Commissioners / All Collectors/ All District and Session Judges/ Secretary, OLA, Bhubaneswar / Secretary, OPSC, Cuttack / Secretary, OSSC / Secretary, OSSSC / Secretary, Rajya Sainik Board, Odisha/ Director General, Gopabandhu Academy of Administration(GAA), Chandrasekharpur, Bhubaneswar/ Director, Madhusudan Das Regional Academy of Financial Management (MDRAFM), Chandrasekharpur, Bhubaneswar/ All Sub-collectors/ Principal, Secretariat Training Institute, Bhubaneswar for information and necessary action.

19.5.2022
Under Secretary to Government

Memo No. 12591 /F Date 19.05.2022

Copy forwarded to the Principal Accountant General (A&E), Odisha, Bhubaneswar/ Accountant General (Audit-1), Odisha, Bhubaneswar / Accountant General (Audit-2), Odisha, Bhubaneswar/ Deputy Accountant General, Puri for kind information and necessary action.

19.5.2022
Under Secretary to Government

Memo No. 12592 /F Date 19.05.2022

Copy forwarded to the Commissioner of CT & GST, Odisha, Cuttack / Director of Treasuries and Inspection, Odisha, Bhubaneswar/ Controller of Accounts, Odisha, Bhubaneswar/ Director, Local Fund Audit, Odisha, Bhubaneswar/ Secretary, Odisha Sales Tax Tribunal, Odisha, Cuttack/ Director, Small Savings/ All Treasury Officers of District Treasuries and Special Treasuries/ Sub-Treasuries for information and necessary action.

19.5.2022
Under Secretary to Government

Memo No. 12593 /F Date 19.05.2022

Copy forwarded to all Officers/ all Branches of Finance Department for information and necessary action.

19.5.2022
Under Secretary to Government

Memo No. 12594 /F Date 19.05.2022

Copy forwarded to Sri Tapan Kumar Pattanaik, Sub-Nodal Officer (E-Gazette), FID, Finance Department through his email- tkpattanaik@gmail.com for hosting this Office Memorandum in the portal of Finance Department for general information.

19.5.2022
Under Secretary to Government

ANNEXURE-A

Form – I

OPTION TO AVAIL BENEFITS IN CASE OF IN-SERVICE DEATH OF EMPLOYEE

PART-A
(To be filled in by employee)

1. I,....., hereby exercise option that in the event of my death during service, benefits under the OCS (Pension) Rules, 1992 may be paid to my family.

OR

2. I,....., hereby exercise option that in the event of my death during service, benefits may be paid to my family based on the accumulated pension corpus in the Individual Pension Account under the National Pension System in accordance with the Pension Fund Regulatory and Development Authority (Exits and Withdrawals under National Pension System) Regulations, 2015.

This option supersedes any other option made by me earlier.

*If Option-1 is exercised, then details on family in Form-D shall be attached along with Form-I.

Signature of Employee

Name----------

Designation----------

Office in which employed----------

Place and date: ----------

Mobile No. ----------

PART-B

(To be filled in by the Head of Office)

Received the option dated.....made by Shri/Smt./Kumari, Designation.....Office.....Entry of receipt of option has been made in page.....Volume ..... of Service Book. His /her HRMS ID is _____and PRAN is_____.

Signature,

Name and Designation of Head of Office

Date of receipt.....

The receiving Officer will fill the above information and return a duly signed copy of the complete Form to the employee who should keep it in safe custody so that it may come into the possession of the beneficiaries in the event of his death.

ANNEXURE-B

O.C.S (PENSION) Form-D

[See Rule 56 (15)]

(Information on Details of Family)

1. Name of the Government Servant:-

2. Designation:-

3. Date of Birth as per Service Book:-

4. Date of Appointment:-

5. Details of the members of my family* as on _____ (dd/mm/yyyy)

Sl No.	Name of the members of family*	Date of Birth (dd/mm /yyyy)	Relationship with the Government Servant	Remarks if any
1.				
2.				
3.				
4.				
5.				

I hereby undertake to keep the above particulars up-to-date by notifying to the Head of office any addition or alterations in the family.

Signature of the Government Servant

Place:-

Date:-

* Family for this purpose means family as defined in clause (b) of sub-rule (17) of Rule-56 of the Odisha Civil Services (Pension) Rules, 1992.

** Wife and Husband shall include respectively judicially separated wife and husband.

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ANNEXURE-C

Form – II

OPTION TO AVAIL BENEFITS OF FAMILY PENSION UNDER ODISHA CIVIL SERVICES (PENSION) RULES, 1992 BY THE ELIGIBLE FAMILY MEMBER OF THE EMPLOYEE WHO HAS DIED IN-SERVICE PRIOR TO 11.10.2021 OR WITHIN THREE YEARS FROM DT.11.10.2021

PART-A

(To be filled in by applicant/claimant)

i.	Name of the Applicant	:	
ii.	Relationship with the deceased employee	:	
iii.	PPAN/PRAN of the deceased employee	:	
iv.	Designation of the deceased employee	:	
v.	Name of the Office where the deceased employee served last	:	
vi.	Office Address	:	
vii.	Date of Death of the employee while in-service	:	
viii.	Contact Details of the applicant/claimant (Mobile No. & E-Mail Id)	:	
ix.	If applicant/claimant is Minor, then Name of the Legal Guardian	:	

I, Shri/Smt./Kumari ..... hereby exercise my option to avail the benefits under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, DT....19.05.2022

Further, I am enclosing herewith the legal heir certificate of the deceased employee with affidavit on consent of other legal heir(s) for sanction of family pension in my favour.

I also undertake to deposit the proportionate Government share calculated by the NPS Cell, Directorate of Treasuries & Inspection, Odisha to the Government Account. (*Applicable if Exit/Withdrawal process has been completed as per PFRDA Regulation-2015*)

Documents Attached:

1. Death Certificate of the Deceased Employee
2. Legal Heir Certificate
3. Cancelled Cheque/Photocopy of the Bank Passbook
4. Identity & Address Proof of the Applicant
5. Affidavit on Consent of all Legal Heirs/ Nominees for sanction of family pension under O.C.S. (Pension) Rule-1992 in favour of the Applicant

Place _____ Full Signature of Applicant

Date: _____ Name----------

PART-B
(To be filled in by the Head of Office)

Received the option dated.....made by Shri/Smt./Kumari.....Wife/ Husband /Father/ Mother/Son/Daughter of Late ..... (bearing PPAN/PRAN .....) who was working as .....(Designation) in O/o the .....and died on Dt. ..... while in-service.

Signature,
Name and Designation of Head of Office
Date of receipt.....

The receiving Officer will fill the above information and return a duly signed copy of the complete Form to the Applicant/Claimant.

ANNEXURE-D

Form – III

APPLICATION FOR CALCULATION OF PROPORTIONATE GOVERNMENT CONTRIBUTION AMOUNT AND RETURN THEREON TO BE DEPOSITED IN GOVERNMENT ACCOUNT TO AVAIL BENEFITS OF FAMILY PENSION IN ACCORDANCE WITH O.C.S. (PENSION) RULES, 1992

PART-A

(To be filled in by the applicant/claimant)

(To be submitted in duplicate)

Photograph of the Applicant

To

The NPS CELL
Directorate of Treasuries & Inspection, Odisha
Treasury and Accounts Bhawan, Kharavel Nagar
Bhubaneswar-751001

Sub: Request for calculation of amount to be deposited by the eligible member of the family of the employee died in-service and whose Exit/Withdrawal has been finalised.

I.	APPLICANT DETAILS :			
	i.	Name of the Applicant	:	
	ii.	Relationship with the deceased employee	:	
	iii.	Address(Permanent)	:	
	iv.	Present Address	:	
	v.	Contact Details (Mobile No. & Mail Id)	:	
	vi.	If Claimant is Minor, then Name of the Legal Guardian		
II.	DETAILS OF THE DECEASED EMPLOYEE:			
	i.	Name	:	
	ii.	PPAN / PRAN	:	
	iii.	Name of the Office where the Deceased Government Servant served last	:	
	iv.	Office address	:	
	v.	Permanent Address of Deceased Government Servant	:	
	vi.	Date of Death of the Government Servant	:	

III.	STATUS OF THE EXIT / WITHDRAWAL FROM NATIONAL PENSION SYSTEM (NPS) :			
	i.	Whether Final Exit/ Withdrawal from NPS has been finalised	:	*Yes/No*
	ii.	If finalised as per Pension Fund Regulatory and Development Authority (Exits and Withdrawals under NPS) Regulations, 2015,	:	
		(a) Lump sum Amount Received	:	
		(b) Total Amount Annuitized	:	
		(c) Name of the Annuitant		
		(c) Name of Annuity Service Provider	:	
	iii.	If finalised by the Interim Fund Managers vide Government in Finance Department Notification No-19176/Dt.09.07.2015		
		(a) Name of the Interim Fund Manager: Accountant General (A&E), Odisha / Controller of Accounts (Odisha)		
		(b) Permanent Pension Account Number (PPAN) issued by the Interim Fund Manager		
		(c) Amount Authorised by the Interim Fund Manager upon withdrawals from PPAN Account		
		(d) Name of the person against whom the amount was Authorised		

I am enclosing herewith Death Certificate, legal heir certificate, Form- II, affidavit containing consent of all the legal heirs, along with other requisite documents required for sanction of family pension in accordance to O.C.S. (Pension) Rules-1992 in my favour.

Documents Attached:

1. Death Certificate of the Deceased Employee
2. Legal Heir Certificate
3. Cancelled Cheque/Photocopy of the Bank Passbook
4. Identity & Address Proof of the Applicant
5. Affidavit on Consent of all Legal Heirs/ Nominees for sanction of family pension under O.C.S. (Pension) Rule-1992 in favour of the Applicant

Place _____ Full Signature of Applicant

Date: _____ Name----------

PART-B

(To be filled in by the Head of Office)

Received the application from Shri/Smt./Kumari, ..., Wife/ Husband /Father/Mother/Son/Daughter of Late .....bearing PRAN/PPAN .....working as .....(Designation) in O/o the ....., having DDO Code .....and DDO Registration Number ..... and died on Dt. ..... while in Service , to avail the benefits under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, DT....19.05.2022

The information furnished by the claimant in his/her option are verified and found to be correct. As a genuine case, extending the benefits of family pension under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, Dt....19.05.2022 may be considered in favour of the applicant Shri/Smt./Kumari, ...

Signature,

Name and Designation of Head of Office

Date of receipt.....

PART-C

(To be forwarded by the Pension Sanctioning Authority to NPS Cell, DTI (O))

Verified the application along with the attached documents of Shri/Smt./Kumar, ... (Claimant), Wife/Husband/Father/Mother/Son/Daughter of Late ..... bearing PRAN/PPAN ..... who was working as .....(Designation) in the O/o the_____ having DDO Code _____ and DDO Registration Number ..... and died on Dt. ..... while in Service , to avail the benefits under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, DT....19.05.2022

The information furnished by the claimant in his/her option are verified and found to be correct.

It is, therefore, requested to calculate and intimate the amount of proportionate Government share to be deposited by the applicant into the Government account prior to sanction of family pension in accordance to the OCS (Pension) Rules, 1992.

Signature of the Pension Sanctioning Authority

Seal & Date

ANNEXURE-E

Form – IV

APPLICATION FOR WITHDRAWAL OF ACCRUED PENSION WEALTH UNDER NATIONAL PENSION SYSTEM (NPS) BY THE ELIGIBLE MEMBER OF THE FAMILY OF DECEASED GOVERNMENT EMPLOYEES WHOSE EXIT/WITHDRAWALS NOT FINALISED UNDER NPS

PART-A

(To be filled in by the applicant)

To

The NPS CELL
Directorate of Treasuries & Inspection, Odisha
Treasury and Accounts Bhawan, Kharavel Nagar
Bhubaneswar-751001

Sub: Request for closure of the NPS Account (PRAN) of the employee died in-service and deposit of the proportionate Government contribution along with return thereon in appropriate Government Account with refund of Employee's share to the Bank Account of the Nominee(s)/ Legal heir(s)

I.	**DETAILS OF THE DECEASED EMPLOYEE :**		
i.	Name of the Deceased Government Servant	:	
ii.	Father's Name (and also Husband's Name in case of Female Government Servant)	:	
iii.	Date of Birth (by Christian Era)	:	
iv.	Date of Death (by Christian Era)	:	
v.	Name of the Office where the subscriber last served	:	
vi.	Permanent Address	:	
vii.	Option was exercised for Family Pension as per O.C.S. (Pension) Rule-1992 or not	:	*Yes/No*
viii.	Date on which the Last Option was exercised	:	
II.	**APPLICANT DETAILS :**		
i.	Name of the Applicant	:	
ii.	Relationship with the deceased Govt. Employee	:	
iii.	Address (Permanent)	:	
iv.	Present Address	:	
v.	Contact details (Mobile No. & E-mail ID)	:	
vi.	If claimant is minor, then name of the legal guardian	:	
III.	**BANK DETAILS OF THE APPLICANT & OTHER NOMINEES IF ANY :**		
i.	Bank Account No.	:	
ii.	Bank Name	:	
iii.	Bank Branch	:	
iv.	Bank IFSC Code	:	

DECLARATION:

I, Sri/ Smt/ Kumari_____ hereby declare that information stated above is true and correct to the best of my knowledge & belief and that if any excess payment is made in my favour and detected at any point of time, shall be recovered from me.

I, Sri/ Smt/ Kumari_____ hereby authorize the NPS Cell, DTI (O) for closure of the NPS Account (PRAN)_____ of my Wife /Husband /Father /Mother/ Son/ Daughter Late _____ and for deposit of Government share into Government account.

Documents Attached:

1. Death Certificate of the Deceased Employee
2. Legal Heir Certificate
3. Cancelled Cheque/Photocopy of the Bank Passbook
4. Identity & Address Proof of the Applicant
5. Affidavit on Consent of all Legal Heirs/ Nominees for sanction of family pension under O.C.S. (Pension) Rule-1992 in favour of the Applicant

Signature of the Applicant with Date

PART-B
(To be filled in by the Head of Office)

I	SERVICE DETAILS OF THE DECEASED EMPLOYEE:			
	i.	DDO Code/DDO Registration No. of the Office where the employee served last	:	
	ii.	Date of Birth of the employee (as recorded in the Service Book)	:	
	iii.	Date of entry in to Govt. Service recorded in the PRAN application.	:	
	iv.	Date of Death (Copy of the Death Certificate to be attached)	:	
	vi.	Permanent Retirement Account Number (PRAN) issued by CRA-NSDL.	:	
	vii.	Status of PRAN Account		
	a)	Total Employee Contribution amount Credited	:	
	b)	Total Government Matching Contribution Amount Credited	:	
	c)	Total Accrued Pension Wealth as on date of submission of Application	:	
	viii.	Period of Contribution (From Date to Date)	:	

II. EMPLOYEE CONTRIBUTION DETAILS IN PRAN ACCOUNT

i. Details of Contribution made towards NPS :

Sl. No	Period of Contribution deducted (salary month)	Amount of contribution	Bill No.	Date	TV No. with Date	Remarks
1	2	3	4	5	6	7

Contribution details attached. (Transaction Statement)

CERTIFICATE

Received the application from Shri/Smt./Kumari, ..., Wife/ Husband / Father/Mother/Son/Daughter of Late .....bearing PRAN/PPAN .....working as .....(Designation) in O/o the ....., having DDO Code .....and DDO Registration Number ..... and died on Dt. ..... while in Service , to avail the benefits under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, DT...19.05.2022

The last option exercised by him was on Dt. _____, where he/she had opted to avail Family Pension as per O.C.S. (Pension) Rules, 1992 upon his/her in-service death / the Government employee has not submitted his/her option previously during service period and the option to avail benefits under O.C.S. (Pension) Rule-1992 has been submitted in Form-II by the member of his/her family eligible for the grant of family pension.

I hereby certify that the information furnished above is found to be correct.

Signature of the Head of Office with Seal & Date

PART-C
(To be filled by the Pension Sanctioning Authority)

Verified the application along with the attached documents of Shri/Smt./Kumar, ... (Claimant), W/H/F/M/S/D of Late ..... bearing PRAN/PPAN ..... who was working as .....(Designation) in the O/o the ....., DDO Registration Number ..... and died on Dt. ..... while in Service , to avail the benefits under the OCS (Pension) Rules, 1992 in accordance to Govt. in F.D. O.M. No .....12587...../F, DT...19.05.2022

It is considered a fit case for refund of employee's proportionate share and deposit of proportionate Government share to appropriate Government account prior to sanction of family pension in accordance to OCS (Pension) Rules, 1992.

After deposit of the proportionate Government share into the appropriate Government Account, the Challan details may be intimated to this Office for further action.

Signature of the Pension Sanctioning Authority

Seal & Date

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
***

No. FIN-NPS-SCHEME-0001-2019/ 34736 /F., **Date:** 15/12/2025

OFFICE MEMORANDUM

Sub: Exercise of option for availing the benefits of family pension upon in-service death in respect of State Government employees covered under National Pension System (NPS)

State Government in Finance Department have prescribed procedural guidelines pertaining to exercise of option for availing the benefits of family pension upon in-service death in respect of State Government employees covered under National Pension System (NPS) vide FD OM No. 12587/F, dated 19.05.2022.

2. As per Paragraph-2(A)(I)(b) of the aforesaid O.M., existing State Government employees, covered under NPS, were initially given a period of one year from **19.05.2022,** i.e. from the date of issue of the OM, to exercise their option in Form-I. Subsequently, the timeline was extended up to 19.05.2024, vide FD OM No. 21877/F, dated 03.08.2023, read with FD Corrigendum No. 23885/F, dated 23.08.2023.

3. It has, however, been brought to the notice of the Government through representations from various State Government Offices that a number of employees covered under NPS could not exercise their option in Form-I within the revised timeline, i.e. by **19.05.2024.**

4. Therefore, after careful consideration, the Government have been pleased to allow the State Government employees covered under National Pension System, who were already in service at the time of issue of FDOM No. 12587/F, dated 19.05.2022, to exercise their option by **31.01.2026**.

15/12/2025
(Sanjeeb ~~Kumar~~ Mishra)
Principal Secretary to Government

P.T.O

Memo No. 34737 **/F., Date:** 15/12/2025

Copy forwarded to the Principal Secretary to Hon'ble Chief Minister/ OSD to the Chief Secretary/ OSD to Principal Secretary to Government, Finance Department for kind information of Hon'ble Chief Minister/ Chief Secretary/ Principal Secretary, Finance Department.

PK Mishra 15/12/25

Joint Secretary to Government

Memo No. 34738 **/F., Date:** 15/12/2025

Copy forwarded to All Departments of Government/ All Heads of Departments/ All RDCs/ All Collectors/ All District and Sessions Judges/ Secretary to Odisha Legislative Assembly/ Secretary, OPSC, Cuttack/ Secretary, OSSC/ Secretary, OSSSC / Secretary, Rajya Sainik Board, Odisha/ Director General, Gopabandhu Academy of Administration(GAA), Chandrasekharpur, Bhubaneswar/ Director, Madhusudan Das Regional Academy of Financial Management (MDRAFM), Chandrasekharpur, Bhubaneswar/ All Sub-collectors/ Principal, Secretariat Training Institute, Bhubaneswar for information and necessary action.

PK Mishra 15/12/25

Joint Secretary to Government

Memo No. 34739 **/F., Date:** 15/12/2025

Copy forwarded to the Principal Accountant General (A&E), Odisha, Bhubaneswar/Accountant General (Audit-I), Odisha/ Deputy Accountant General, Odisha, Puri for information and necessary action.

PK Mishra 15/12/25

Joint Secretary to Government

Memo No. 34740 **/F., Date:** 15/12/2025

Copy forwarded to the Commissioner of CT & GST, Odisha, Cuttack / Director of Treasuries and Inspection, Odisha, Bhubaneswar/ Controller of Accounts, Odisha, Bhubaneswar/ Director, Local Fund Audit, Odisha, Bhubaneswar/ Secretary, Odisha Sales Tax Tribunal, Odisha, Cuttack/ All Treasury Officers of District Treasuries and Special Treasuries/ Sub-Treasuries for information and necessary action.

PK Mishra 15/12/25

Joint Secretary to Government

Memo No. 34741 **/F., Date:** 15/12/2025

Copy forwarded to all Officers and all Branches of Finance Department for information and necessary action.

PK Mishra 15/12/25

Joint Secretary to Government

Memo No. 34742 **/F., Date:** 15/12/2025

Copy forwarded to Sri Tapan Kumar Pattanaik, Sub-Nodal Officer (E-Gazette), FID, Finance Department for information and necessary action.

He is requested to hoist this Office Memorandum in the Official Website/ portal (https:finance.odisha.gov.in) of Finance Department for General Information.

PK Mishra 15/12/25

Joint Secretary to Government

No. GAD-SC-REMP-0002-2014/ 26993 /Gen.,

GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT
*****

RESOLUTION

Bhubaneswar, dated the 12th Sept., 2024

Subject: Comprehensive Guidelines relating to engagement of retired Government servants on temporary basis.

During the years 2010 -2014, Government establishments had been facing acute shortage of manpower on account of delayed recruitment for various unavoidable reasons resulting inordinate workload on the remaining staff. To obviate such situation, Government, vide this Department Resolution No. 23750, Dated 27.08.2014 had decided to re-engage retired Government employees having professional expertise temporarily on contractual basis for different spells with certain terms and conditions. Such re-engagement had been envisaged based on necessity.

In the meanwhile, it has come to the notice that different Departments/Offices are engaging retired Government employees in a routine manner without proper justification and merely to deal with the day-to-day routine works. Often such re-engagements are done despite there being no compelling justification for such engagement. In fact, re-engagement of retired employees has become a rule rather than an exception. This was not the objective for which the relaxations had been permitted. Such engagements are being made contractually for different spells with different remuneration and different terms and conditions.

Over the years with improved financial situation, relaxation in recruitment by Finance Department, strengthening and streamlining of recruitment processes along-with rationalization of examinations, the situation has improved substantially.

After careful consideration of the above situation, and with a view to ensure a uniform principle, Government has decided to repeal the Resolution No. 23750, Dated 27.08.2014 and has prescribed that if vacancies arise for dealing the routine works, the said vacancies shall not be filled up by way of re-engagement of retired employees. Instead, the Department/Office concerned shall take suitable measures to fill up the said vacancies through direct/promotional recruitment as the case may be. Before taking steps for re-engagement of retired Government employees, the Department/Offices shall assess the proposal in the above light and ensure that if the past experience of the concerned retired Government employee is highly required for the Government/Office, then only his/her case shall be considered for re-engagement on contract basis subject to the terms conditions as prescribed in this Resolution.

1. Applicability:

These guidelines shall apply to officers to be re-employed to such posts/services as may be decided by the Government from time to time.

2. Eligibility Conditions: —

(i) Officers who have retired from Government service on attaining the age of superannuation and are below the age of sixty-five years having good service records and are physically fit shall be eligible to be considered for re-employment.

(ii) Officers against whom departmental proceedings (u/r15 or u/r 16) or criminal cases are pending or who have been penalized for misconduct during the period of preceding five years shall not be considered for post-retirement re engagement.

(iii) Officers having "Outstanding" CCR/PAR for continuous sixty months before superannuation can only be considered for re engagement. (NRC shall not be deemed to be OUTSTANDING)

(iv) He/she will not be considered for re-engagement if adverse remarks were recorded in his/her CCR/PAR during preceding ten years of superannuation.

3. Selection Process: —

(i) Selection of persons will be made through open advertisement or any method as decided by the Government from time to time.

(ii) There shall be a Selection Committee to be constituted as mentioned below who will decide the re-engagement of retired employees on the proposal of the concerned Administrative department ;

(a) Chief Secretary	:	Chairman
(b) ACS, GA & PG Department	:	Member
(c) Secretary, Finance	:	Member
(d) Secretary of the respective A/D	:	Member convenor

The Secretary of the AD shall present the proposals before the Committee and shall have to satisfy the committee about the compelling reasons for re-engagement of such employee. All re-engagements shall be resorted to only in rare cases and not as a matter of routine.

Such re-engagement shall be limited to 1% of the sanctioned strength in the SB level & above for respective departments.



Only if the Committee is satisfied about the justification, it will recommend the proposal to Hon'ble Chief Minister for his consideration and approval. Mere recommendation by the Committee shall not create any right of the employee to be considered for re-engagement

All such re-engagements shall have to be approved by Chief Minister. There shall be no Post Facto approval in any re-engagement matters.

4. **Tenure, Terms and Conditions: —**

(i) The re-employment shall be made initially for a period of one year and can be extended for subsequent period of three years with spells of one year each subject to satisfactory performance up to a total period of four years not beyond the age of sixty-five years of age in any case or till the posts are filled up by regular process whichever is earlier.

(ii) Re-employed officers will be entitled to pay, leave and other allowances as determined by the Administrative Department/Appointing Authority with the concurrence of the Finance Department.

(iii) Re-employed officers shall be governed by the provisions of Odisha Government Servants' Conduct Rules, 1957 and can be proceeded against for their misconduct, omissions and commissions as per the provisions under the Odisha Pension Rules, 1992.

(iv) The re-employment can be terminated at any time by the respective appointing authority due to unsatisfactory performance or otherwise by giving one month notice. On the contrary if any re-employed officer desires to resign he shall do so by giving one month's written notice to the competent authority.

(v) The case of officers shall be considered for re-engagement only after the retired officer has vacated the government accommodation allotted to them. (However, Government may relax this provision where-ever it feels necessary in the interest of exigencies of situation.)

This Resolution shall come to force with effect from the date of publication in *Odisha Gazette*.

By order of the Governor

11/7/24

(Sri Surendra Kumar)

Additional Chief Secretary to Government

Memo No. 26994 /Gen., Bhubaneswar Dated the 12.09.2024

Copy forwarded to the Odisha Gazette Cell in-charge, Odisha Gazette Cell, C/o. Commerce Department for information with a request to publish the Resolution in the extraordinary issue of the Odisha Gazette and supply 200 copies of the same to this Department for official use.

11/09/2024
Additional Secretary to Government

Memo No. 26995 /Gen., Bhubaneswar Dated the 12.09.2024

Copy forwarded to all Departments of Government/ all Heads of Departments/ all RDCs. / all Collectors/ The Registrar, Orissa High Court, Cuttack/ Odisha Public Service Commission, Cuttack/ Odisha Staff Selection Commission, Bhubaneswar/ Odisha Sub-Ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

11/09/2024
Additional Secretary to Government

Memo No. 26996 /Gen., Bhubaneswar Dated the 12.09.2024

Copy forwarded to all sections of G.A. & P.G. Department/ G.A. & P.G. Department Library (20 copies)/ Guard file (S.C. Branch) (20 copies) for information and necessary action.

11/09/2024
Additional Secretary to Government

Memo No. 26997 /Gen., Bhubaneswar Dated the 12.09.2024

Copy forwarded to A.R. Cell, G.A. & P.G. Department with a request to hoist this Resolution in the website of G.A. & P.G. Department.

11/09/2024
Additional Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
***

No.FIN-CS3-PEN-0001-2018/ 24533 **/F;** **Date:** 29/09/2022

OFFICE MEMORANDUM

Sub: - Revision of monthly consolidated remuneration on engagement of the retired Government Servant.

The fixation of re-engagement remuneration of pensioners is guided by Finance Department Office Memorandum No. 7022/F dated 17.03.2018. The revision in their monthly consolidated remuneration has been under consideration of the Government for sometimes past.

2. Now after careful consideration Government have been pleased to supersede the aforesaid F.D. Memorandum and have decided to fix the consolidated remuneration on engagement of the retired Government servants as per the prescribed remuneration structure attached to the Level in Pay Matrix in the manner as given in the following table:

Sl No.	Pay Levels under ORSP Rules, 2017	Consolidated Remuneration (per month)
(1)	(2)	(4)
1	17	Rs.50,000/-
2	15 & 16	Rs.46,000/-
3	11, 12, 13 & 14	Rs.35,000/-
4	5, 6, 7, 8, 9 &10	Rs.20,000/-
5	1, 2, 3 & 4	Rs.10,000/-

The above remuneration on engagement of retired Government servants shall exclude pension and T.I .

3. (i) The Administrative Departments are hereby empowered to re-engage retired Government employees upto 50% of the entry level vacancies of a given cadre at their level without referring to Finance Department.

(ii) Further prior concurrence of Finance Department shall be required in case of proposal for re-engagement of retired Government employees beyond 50% of the entry level vacancies of a given cadre. In such cases, the order of re-engagement must state the UOR/ OSWAS File No. of Finance Department in each occasion.

4. The quantum of remuneration in exceptional circumstances where Government may go for engagement of suitable retired Government servants, will be fixed by adopting the methodology of "pay minus pension". No allowances such as DA, HRA etc., shall be admissible in such cases. The tenure of such engagement and remuneration shall be determined and finalised after obtaining concurrence of Finance Department with approval of Government at the level of Hon'ble Chief Minister.

5. There may be requirement of expertise and talent of specialised nature on certain occasions for a particular purpose and specific tenure. In such exceptional cases consolidated remuneration will be fixed at a different rate than as at para-2 above, after obtaining concurrence of Finance Department with approval of Government at the level of Hon'ble Chief Minister.

6. This Office Memorandum shall not be applicable in case of engagement of retired Government servants in any Constitutional/ Statutory posts and to any Commissions/ Boards. In such cases, the remuneration shall be fixed as per the provisions contained in their relevant rules/ guidelines.

7. The Office Memorandum is not applicable to the Allopathic Doctors and Teachers of Medical Colleges who have been engaged after their retirement.

8. Government shall reserve the right to effect any deviation, required, if any, in public interest.

9. The revision will be uniformly implemented for all existing contracts as well as new contracts.

10. This revision of consolidated monthly remuneration on engagement of retired Government servants shall come into force with effect from 01.10.2022.

29/9/22

(Vishal Kumar Dev)
Principal Secretary to Government

Memo No 24534 /F, Date; 29/09/2022

Copy forwarded to All Departments of Government/ All Heads of Department/ All Collectors/ All RDCs/ All District and Sessions Judges/ The Principal Secretary to Governor/ Private Secretary to the Chief Minister/ Secretary to Odisha Legislative Assembly/ Secretary to Member, Board of Revenue, Odisha, Cuttack/ Secretary to Rajya Sainik Board, Odisha, Bhubaneswar/ All Treasury Officers of the District Treasuries including Special Treasuries and Sub-Treasuries/ The Principal AG(A&E), Odisha/ The Deputy Accountant General, Odisha, Puri/ Principal, Odisha Secretariat Training Institute, Bhubaneswar/ Director General, Gopabandhu Academy of Administration, Bhubaneswar/ Director, Madhusudan Das Regional Academy of Financial Management, Bhubaneswar/ Manager, Reserve Bank of India, Public Accounts Department, Bhubaneswar for information.

29/9/22

Additional Secretary to Government

Memo No 24535 /F, Date; 29/09/2022

Copy forwarded to all Officers/ all Branches of Finance Department for information and necessary action.

29/9/22

Additional Secretary to Government

Memo No 24536 /F, Date; 29/09/2022

Copy forwarded to the Head of Portal Group, I.T. Centre, Secretariat, Odisha for information and necessary action.

He/ She is requested to launch this Office Memorandum regarding **revision of monthly consolidated remuneration on engagement of the retired Government servant** in the Website (www.Odisha.gov.nic.in/finance/index.htm) of Finance Department for General Information.

29/9/22

Additional Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
******

OFFICE MEMORANDUM

No. 29310 /F
FIN-CS2-ALW-0006-2023

Date 22/10/2024

Sub: Sanction of Dearness Allowance @3% enhancing the existing rate from 50% to 53% with effect from 01.07.2024 in favour of State Government Employees drawing pay in Revised Scale of Pay, 2017

Government of India have enhanced Dearness Allowance payable to the Central Government Employees from existing 50% to 53% with effect from 01.07.2024 vide Cabinet decision on 16.10.2024.

2. Now, considering the overall financial resources and fiscal target stipulated under Odisha Fiscal Responsibility and Budget Management Act, 2005, State Government have been pleased to release the additional dose of D.A. @3% enhancing the same from the existing rate of 50% to 53% on the Basic pay with effect from 01.07.2024 in favour of State Government Employees, covered under the ORSP Rules, 2017.

3. This additional dose of D.A. @3% on the Basic pay with effect from 01.07.2024 and the manner of payment to the State Government employees as above is also applicable to the following category of employees covered under ORSP Rules, 2017.

- All India Service Officers serving in the affairs of the State Government.
- Work- Charged Employees drawing in regular scale of pay under the ORSP Rules, 2017.
- Teaching & Non-Teaching staff of fully Aided Non-Government educational institutions those are covered under ORSP Rules, 2017.
- The Non-Teaching staff of Universities who are in receipt of regular scale of pay & covered under ORSP Rules, 2017 for whom the State Government is bearing full salary cost. These also include teachers of Universities who enjoy AICTE/UGC scale under ORSP (College Teachers) Rules, 2019.
- The Subordinate Judicial officers drawing their pay in accordance with Law Department Resolution No.11636/L dated 26.10.2022.

4. D.A. in accordance with this Memorandum will also be admissible to the State Government employees who were in service on 01.07.2024 but have ceased to be in service at the time of sanction of D.A. as per the revised scale of pay.

5. The Additional dose of D.A. will be drawn in the Pay Bill of October, 2024 and onwards. Arrear from the month of July, 2024 to September, 2024 on account of the enhanced D.A. shall be drawn only after the disbursement of salary of October, 2024.

6. The bill for drawal of D.A. as per revised scale of pay will be submitted to all Treasuries/Special Treasuries/Sub-Treasuries along with the pay bill for the month of October, 2024 and onwards.

7. The term "Basic Pay" in the revised pay structure means the pay drawn in the prescribed level in the Pay Matrix but does not include any other type of pay like Special Pay.

8. The payment on account of Dearness Allowance involving fractions of 50 paise and above may be rounded to the next higher rupee and the fractions of less than 50 paise may be ignored.

By orders of the Governor,

(Saswat Mishra) 22/X/2024
Principal Secretary to Government

Memo No. 29311 /F, Date 22/10/2024

Copy forwarded to Principal Secretary to Governor / P.S. to Chief Minister / P.S. to Minister, Finance / P.S. to Chief Secretary / P.S. to DC-cum-ACS / P.S. to Principal Secretary, Finance Department / Principal Accountant General (A&E) Odisha / Accountant General (Audit), Odisha, Bhubaneswar / Deputy Accountant General, Puri, Odisha / Deputy Accountant General (Projects) Odisha, Koraput / All Departments of Government / All Heads of Department / Member, Board of Revenue, Odisha, Cuttack / DG Police, Odisha / Secretary, Lokayukta, Odisha / All Financial Advisers / All Assistant Financial Advisers / All RDCs / All Collectors / All Sub-Collectors / DT&I (O) / All Treasury Officers of District Treasuries, Special Treasuries and Sub-Treasuries / Director, Madhusudan Das Regional Academy of Financial Management, Chandrasekharpur, Bhubaneswar / Principal, Shorthand and Typewriting Institute, Bhubaneswar / Chief Engineer, Upper Kolab Project, Kolab Nagar, Dist. Koraput / Registrar of All Universities / Principal, Secretariat Training Institute, Bhubaneswar / Director General, Gopabandhu Academy of Administration, Chandrasekharpur, Bhubaneswar for information and necessary action.

22.10.2024

Additional Secretary to Government

Memo No. 29312 /F, Date 22/10/2024

Copy forwarded to All Officers /All Branches of Finance Department for information.

22.10.2024

Additional Secretary to Government

Memo No. 29313 /F, Date 22/10/2024

Copy forwarded to Portal-in-Charge, FID, Finance Department with a request to upload this Office Memorandum in the Website of Finance Department at www.finance.odisha.gov.in for general information.

22.10.2024

Additional Secretary to Government

ଓଡ଼ିଶା ସରକାର

ଅର୍ଥ ବିଭାଗ

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ସଂଖ୍ୟା ୩୦୯୫୩ /ଅ ତା ୧୧.୧୧.୨୦୨୪ ରିଖ

FIN-CS2-LV-0021-2024

କାର୍ଯ୍ୟାଳୟ ସ୍ମାରକ

ବିଷୟ :- **ରାଜ୍ୟ ସରକାରୀ ମହିଳା କର୍ମଚାରୀଙ୍କୁ ଅତିରିକ୍ତ ସାମୟିକ ଛୁଟି ପ୍ରଦାନ**

ମହିଳାମାନଙ୍କର ମାସିକ ଋତୁସ୍ରାବ ସମୟରେ ହେଉଥିବା ଶାରୀରିକ ଅସୁବିଧାକୁ ବିଚାରକୁ ନେଇ, ରାଜ୍ୟ ସରକାର ରାଜ୍ୟ ସରକାରୀ ମହିଳା କର୍ମଚାରୀଙ୍କ ପାଇଁ, ପ୍ରଚଳିତ ୧୦ ଦିନର ସାମୟିକ ଛୁଟି ଓ ୫ ଦିନର ସ୍ୱତନ୍ତ୍ର ସାମୟିକ ଛୁଟି ବ୍ୟତୀତ, ୧୨ ଦିନର ଅତିରିକ୍ତ ସାମୟିକ ଛୁଟି (ମାସକୁ ଗୋଟିଏ ଦିନ ହିସାବରେ) ନିମ୍ନମତେ ପ୍ରଦାନ କରିବା ପାଇଁ ନିଷ୍ପତ୍ତି ନେଇଛନ୍ତି ।

କ) ରାଜ୍ୟ ସରକାରୀ ମହିଳା କର୍ମଚାରୀମାନେ ୫୫ ବର୍ଷ ବୟସ ପୂରଣ ହେବା ପର୍ଯ୍ୟନ୍ତ ଏହି ଅତିରିକ୍ତ ସାମୟିକ ଛୁଟି ଲାଭ କରିପାରିବେ ।

ଖ) ଗୋଟିଏ ମାସର ଛୁଟି ଉକ୍ତ ମାସ ଭିତରେ ନେବାକୁ ପଡିବ । ଅଣ-ଉପଲବ୍ଧ ଛୁଟି ପରବର୍ତ୍ତୀ ମାସକୁ ଯାଇପାରିବ ନାହିଁ ।

ଏତଦ୍ଦ୍ୱାରା ଅର୍ଥ ବିଭାଗର ସ୍ମାରକ ସଂଖ୍ୟା ୬୪୬୬/ଅ ତାରିଖ ୧୨.୦୩.୨୦୨୪ କୁ (ଯାହା ରାଜ୍ୟ ସରକାରୀ ମହିଳା କର୍ମଚାରୀଙ୍କୁ ପ୍ରଚଳିତ ୧୦ ଦିନର ସାମୟିକ ଛୁଟି ଓ ୫ ଦିନର ସ୍ୱତନ୍ତ୍ର ସାମୟିକ ଛୁଟି ବ୍ୟତୀତ ୧୦ ଦିନର ଅତିରିକ୍ତ ସାମୟିକ ଛୁଟି ପ୍ରଦାନ ଉପରେ ଥିଲା) ବାତିଲ କରାଗଲା ।

ଏହା ପ୍ରକାଶିତ ତାରିଖରୁ କାର୍ଯ୍ୟକାରୀ ହେବ |

ରାଜ୍ୟପାଳଙ୍କ ଆଦେଶ କ୍ରମେ

(ଶାଶ୍ୱତ ମିଶ୍ର)

ପ୍ରମୁଖ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା ୩୦୫୫୪ /ଅ ତା ୧୧.୧୧.୨୦୨୪ ରିଖ

ଏହାର ଏକକିତା ନକଲ ରାଜ୍ୟପାଳଙ୍କ ପ୍ରମୁଖ ଶାସନ ସଚିବ / ମାନ୍ୟବର ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ମାନ୍ୟବର ଉପ ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ଅର୍ଥ ମନ୍ତ୍ରୀଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ମୁଖ୍ୟ ଶାସନ ସଚିବଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ଉନ୍ନୟନ କମିସନର ତଥା ଅତିରିକ୍ତ ମୁଖ୍ୟ ଶାସନ ସଚିବଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ପ୍ରମୁଖ ଶାସନ ସଚିବ, ଅର୍ଥ ବିଭାଗଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବ / ପ୍ରଧାନ ମହାଲେଖାପାଳ (A & E), ଓଡ଼ିଶା / ମହାଲେଖାପାଳ (Audit), ଓଡ଼ିଶା, ଭୁବନେଶ୍ୱର / ଉପ ମହାଲେଖାପାଳ, ପୁରୀ , ଓଡ଼ିଶା / ଉପ ମହାଲେଖାପାଳ (Projects), କୋରାପୁଟ , ଓଡ଼ିଶା / ସମସ୍ତ ବିଭାଗ / ସମସ୍ତ ବିଭାଗୀୟ ମୁଖ୍ୟ ଦପ୍ତର / ସଦସ୍ୟ, ରାଜସ୍ୱ ବୋର୍ଡ , କଟକ / ପୋଲିସ ମହାନିର୍ଦ୍ଦେଶକ, ଓଡ଼ିଶା / ସଚିବ, ଲୋକାୟୁକ୍ତ, ଓଡ଼ିଶା / ସଚିବ, ଓଡିଶା ବିଧାନ ସଭା / ରେଜିଷ୍ଟ୍ରାର, ଉଚ୍ଚ ନ୍ୟାୟାଳୟ, ଓଡିଶା, କଟକ / ସମସ୍ତ ଅର୍ଥ ଉପଦେଷ୍ଟା / ସମସ୍ତ ସହକାରୀ ଅର୍ଥ ଉପଦେଷ୍ଟା / ସମସ୍ତ ଆର ଡି ସି / ସମସ୍ତ ଜିଲ୍ଲାପାଳ / ସମସ୍ତ ଉପ ଜିଲ୍ଲାପାଳ / ରାଜ୍ୟ କୋଷାଗାର ନିର୍ଦ୍ଦେଶକ / ସମସ୍ତ ଜିଲ୍ଲା କୋଷାଗାର, ସ୍ୱତନ୍ତ୍ର କୋଷାଗାର ଏବଂ ଉପ କୋଷାଗାର / ନିର୍ଦ୍ଦେଶକ, MDRAFM, ଚନ୍ଦ୍ରଶେଖରପୁର, ଭୁବନେଶ୍ୱର / ଅଧକ୍ଷ, ସଚିବାଳୟ ପ୍ରଶିକ୍ଷଣ ଅନୁଷ୍ଠାନ, ଭୁବନେଶ୍ୱର / ମହାନିର୍ଦ୍ଦେଶକ, ଗୋପବନ୍ଧୁ ପ୍ରଶାସନ ଏକାଡ଼େମୀ, ଚନ୍ଦ୍ରଶେଖରପୁର, ଭୁବନେଶ୍ୱରଙ୍କ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱାକ୍ଷରିତ
୧୧.୧୧.୨୪
ଅତିରିକ୍ତ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା ୩୦୫୫୫ /ଅ ତା ୧୧.୧୧.୨୦୨୪ ରିଖ

ଏହାର ଏକକିତା ନକଲ ସମସ୍ତ ଅଧିକାରୀ / ସମସ୍ତ ଉପ ବିଭାଗ, ଅର୍ଥ ବିଭାଗଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱାକ୍ଷରିତ
୧୧.୧୧.୨୪
ଅତିରିକ୍ତ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା ୩୦୫୫୬ /ଅ ତା ୧୧.୧୧.୨୦୨୪ ରିଖ

ଏହାର ଏକକିତା ନକଲ ସବ୍-ନୋଡାଲ ଅଫିସର, FID, ଅର୍ଥ ବିଭାଗଙ୍କ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ତାଙ୍କୁ ଏହି ଅନୁରୋଧ ଯେ ସେ ଏହି କାର୍ଯ୍ୟାଳୟ ସ୍ମାରକକୁ ଅର୍ଥ ବିଭାଗର website ରେ ସମସ୍ତଙ୍କର ଅବଗତି ନିମନ୍ତେ ଅପଲୋଡ କରିବେ ।

ସ୍ୱାକ୍ଷରିତ
୧୧.୧୧.୨୪
ଅତିରିକ୍ତ ଶାସନ ସଚିବ

Government of Odisha
Finance Department
***

No. 30993 /F, Date 11.11.2024
FIN-CS2-LV-0021-2024

OFFICE MEMORANDUM

Sub:- Additional Casual Leave in favour of State Government female employees

Considering the physical discomfort women undergo during their monthly menstruation, State Government is now pleased to extend benefit of 12 (twelve) days of Additional Casual Leave (@one day leave every month) in favour of State Government female employees, over and above existing 10 days of Casual Leave and 5 days of Special Casual Leave, as given below:-

i) State Government female employees, aged upto 55 years (i.e. till completion of 55 years of age), can avail one day of Additional Casual Leave every month.

ii) Unavailed Additional Casual Leave of a month shall lapse at the end of the month, i.e. it shall not be carried forward to subsequent month.

This Office Memorandum supersedes Finance Department O.M. No.6466/F dt.12.03.2024 (which was regarding grant of 10 days of additional casual leave in favour of State Government female employees over and above the existing 10 days of casual leave and 5 days of special casual leave).

This shall come into effect from the date of issue.

By order of Governor

(Saswat Mishra)
Principal Secretary to Government

Memo No. 30994 /F, Date 11.11.2024

Copy forwarded to Principal Secretary to Governor / Private Secretary to Hon'ble Chief Minister / P.S. to Hon'ble Deputy Chief Minister / P.S. to Minister, Finance / P.S. to Chief Secretary / P.S. to DC-cum-ACS / P.S. to Principal Secretary, Finance Department / Principal Accountant General (A&E) Odisha / Accountant General (Audit), Odisha, Bhubaneswar / Deputy Accountant General, Puri, Odisha / Deputy Accountant General (Projects) Odisha, Koraput / All Departments of Government / All Heads of Department / Member, Board of Revenue, Cuttack/ DG Police, Odisha/ Secretary, Lokayukta, Odisha / Secretary, Odisha Legislative Assembly / Registrar (Admin), Orissa High Court, Cuttack / All Financial Advisers / All Assistant Financial Advisers / All RDCs / All Collectors / All Sub-Collectors / DT&I (O) / All Treasury Officers of District Treasuries, Special Treasuries and Sub-Treasuries / Director, Madhusudan Das Regional Academy of Financial Management, Chandrasekharpur, Bhubaneswar / Principal, Secretariat Training Institute, Bhubaneswar / Director General, Gopabandhu Academy of Administration, Chandrasekharpur, Bhubaneswar for information and necessary action.

11.11.2024
Additional Secretary to Government

Memo No. 30995 /F, Date 11.11.2024

Copy forwarded to All Officers /All Branches of Finance Department for information.

11.11.2024
Additional Secretary to Government

Memo No. 30996 /F, Date 11.11.2024

Copy forwarded to Portal-in-Charge, FID, Finance Department with a request to upload this Office Memorandum in the Website of Finance Department at www.finance.odisha.gov.in for general information.

11.11.2024
Additional Secretary to Government

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
****

No. **23689 /F** Date **23.06.2012**

OFFICE MEMORANDUM

Sub: **Entitlement of Contractual appointees to Casual Leave.**

Persons engaged on contractual basis and guided by Finance Department Office Memorandum No.40545/F, dt.29.8.2009 are extended with the following benefits.

(i) Contractual employees shall be eligible (subject to exigencies of public service) for special leave of 10 days at the maximum during the period of engagement for one year. The leave will not be carried over to the next year and will lapse on completion of each year of service.

(ii) Unauthorised absence for a continuous period of 15 days or more will automatically terminate his/ her engagement.

(iii) Female contractual employees, who are married and have less than two surviving children, would be eligible to get the benefit of "absence from duty" on maternity ground in terms of Finance Department Circular No.12383/F, dt.31.3.12.

2. It is, however, clarified that persons engaged through outsourcing shall be guided by the terms and conditions contained in the agreement between the employer and the service provider.

Sd/-
(J.K. Mohapatra)
Principal Secretary to Government

No. 21246—Codes-22/59-F.

GOVERNMENT OF ORISSA

FINANCE DEPARTMENT

RESOLUTION

The 22nd June 1959

RULES TO REGULATE THE GRANT OF ADVANCES TO STATE GOVERNMENT SERVANTS FOR BUILDING, ETC., OF HOUSES

1. Eligibility—House building advance may be granted by Departments of Government and Heads of Departments to the following categories of Government servants :—

(a) Permanent All-India Services Officers allotted to the State

(b) Permanent All-India Services Officers allotted to the State but on deputation to the Central Government for not more than six years.

(c) Permanent Government servants other than the officers mentioned at (a) and (b) above

(d) Government servants not falling in categories (a), (b) and (c) above who have rendered at leas ten years cotinuous service : five F.D. Resolution no 40764 dt 30.7.1987

Provided that—

(i) they do not hold a permanent appointment under any other State Government or the Government of India.

(ii) the sanctioning authority is satisfied that they are likely to continue in the service of the State Government at least till the house for which the advance is sanctioned, built and/or mortgaged to Government.

NOTE—In case where both the husband and wife happen to be State Government servants and eligible for grant of advance, it shall be admissible to only one of them.

(2) In the case of All-India Services Officers who are on permanent deputation to Central Government and such of those who will be absorbed in the Central Administrative Pool and those who will be on deputation for a continuous period of six years or more the advance will be sanctioned by the Central Government.

2. Conditions to be fulfilled—An applicant for the grant of an advance must satisfy the following conditions:—

(a) He must not have availed of any loan or advance for acquisition of a house in the past from any Government source (e. g., Relief and Rehabilitation Department or Central or a State Housing Schemes) or drawn an advance or made final withdrawal from his Provident Fund in connection with the acquisition of a house. Provided, however, where the loan or advance, etc, already availed of does not exceed the amount admissible under these rules, it would be open to the Government servant concerned to apply for an advance under these rules on condition that he undertakes to repay the outstanding loans, advances, etc., forthwith together with interest (if any) thereon in one lump sum to the Government.

(b) Neither the applicant, nor the applicant's wife/husband/minor child must be the owner of a house. However, this condition may be relaxed by Government in exceptional circumstances, for example, if the applicant or the applicant's wife/husband/minor child owns a house in a village, and the applicant desires to settle down in a town, or where an applicant happens to own a house jointly with other relations, etc., and he desires to build a separate house for his *bona fide* residential purposes.

3. Purposes for which advances may be granted—An advance may be granted for—

(a) Constructing a new house (including acquisition of a suitable plot of land for the purpose), either at the place of duty or at the place where the Government servant proposes to settle after retirement. Application for advance for purchasing a ready-built house may be considered if (i) the house is a newly built one, (ii) has not been lived in since its construction, and (iii) the agency offering it for sale is a Government or semi-Government or autonomous institution.

(b) Enlarging living accommodation in an existing house owned by the Government servant concerned, provided the total cost of the proposed additions and extensions does not exceed Rs. 25,000.

NOTE—Applications for advances may also be entertained for constructing a new house (including acquisition of a suitable plot of land for the purpose) from such eligible State Government servants, who have in view (but not in actual possession) a developed plot of land on which construction can commence immediately on receipt of the loan.

4. The amount of advance—(a) Not more than one advance shall be sanctioned under these rules to a Government servant during his entire service.

(b) Applicants may be granted advance not exceeding 85 months pay subject to a maximum of Rs. 1,00,000 in cases covered by rule 3 (a) and Rs. 25,000 in cases falling under rule 3 (b) above. The actual amount of advance to be sanctioned so far as construction portion of the house and purchase of ready built house/flat are concerned will be determined by the Public Works, Executive Engineer of the locality on the basis of plans and detailed specifications and estimates to be furnished by applicants justifying the amount of advance applied for, and shall in no case exceed construction/purchase/redemption within the ceilings prescribed above.

(c) Resolution No. 31843-F., dated 27th June 1973.

NOTE—Pay means pay as defined in rule 33 of the Orissa Service Code or Fundamental Rule 9 (21) (a) as the case may be.

5. Disbursement of security—(a) (1) Advance required partly for purchase of land and partly for constructing a new house or enlarging living accommodation in an existing house shall be paid as follows: —

In the case of single storeyed house—

(i) An amount not exceeding 40 per cent of the sanctioned advance will be payable to the applicant for purchasing a plot of land on his executing an agreement for the repayment of the advance. In all cases in which part of the advance is given for the purchase of land, the land must be purchased and the sale-deed in respect there of produced for the inspection of the Head of the Department or the Administrative Department concerned within two months of the date on which the above amount of 40 per cent is drawn, failing which the applicant shall be liable to refund at once the entire amount to Government together with interest thereon.

(ii) An amount equal to 30 per cent of the sanctioned advance will be payable to the applicant on his mortgaging (in Form No. 5) in favour of the Government the land purchased by him along with the house to be built thereon where such mortgage is permitted by the terms of the sale of land. In cases where the terms of sale do not vest title in the purchaser till a house is erected on the land the applicant shall execute an agreement with the Government agreeing to mortgage the land together with the house to be built thereon as soon as the house has been built and the title to the property is complete.

(iii) The balance of the sanctioned advance will be payable to the applicant in two equal instalments provided that in the Administrative Department or the Heads of Department, as the case may be, is satisfied on each occasion of payment, that the preceding instalment has actually been utilised in full in the construction of the house and the progress of construction is sufficiently advanced The last instalment shall not be paid until the progress of construction has reached a stage which would cause a reasonable belief that the construction can be completed with the same.

In the case of a double storeyed house:—

(i) An amount not exceeding 15 per cent of the sanctioned advance will be payable to the applicant for purchasing a plot of land on his executing an agreement in the prescribed form for the repayment of the advance.

(ii) An amount equal to 25 per cent of the balance of the advance will be repayable to the applicant on his mortgaging in favour of the Government to the land purchased by him along with the house to be built thereon where such mortgage is permitted by the terms of the sale of land. In cases where such mortgage is not permitted, the provision as contained in the last sentence of rule 5(a) (1)(ii) will apply.

(iii) The balance of the sanctioned advance will be payable to the applicant in two equal instalments provided that the Administrative Department or the Heads of Departments, at the case may be, is satisfied on each occasion of payment, that the preceding instalments has actually been utilised,a in full in the construction of the house and the progress of construction is sufficiently advanced. The last instalment shall not be paid until the progress of construction has reached a stage which would cause a reasonable belief that the construction can be completed with the same.

(2) Advance required only for constructing a new house or enlarging living accommodation in an existing house shall be paid as follows :—

(x) Single storeyed house—

(i) An amount equal to 30 per cent of the sanctioned advance will be payable to the applicant on his executing a mortgage deed in favour of the Government mortgaging the land purchased by him along with house to be built thereon where such mortgage is permitted by the terms of the sale of land. In cases where the terms of sale do not vest title in the purchaser till a house is erected in the land the applicant shall execute an agreement with the Government agreeing the mortgage the land tog ether with the house to be built thereon as seen as the house has been built and the title to the property is complete.

(ii) The balance of the sanctioned advance will be payable to the applicant in two equal instalments provided that the Administrative Department, or the Heads of Departments, as the case may be, is satisfied on each occasion of payment, that the preceding instalment has actually been utilised in full in the construction of the house and the progress of construction is sufficiently advanced. The last instalment shall not be paid until the progress of construction has reached a stage which would cause a reasonable belief that the construction can be completed with the same.

(y) Double storeyed house—

(i) An amount equal to 25 per cent of the sanctioned advance will be payable to the applicant on his mortgaging in favour of the Government the land purchased by him along with the house to be built thereon where such mortgage is permitted by the terms of the sale of land. In cases where such mortgage is not permitted, the provisions as contained in the last sentence of rule 5 (a) (2) (i) will apply.

(ii) The balance of the sanctioned advance will be payable to the applicant in two equal instalments provided that in the Administrative Department or the Heads of Departments, as the case may be is satisfied on each occasion of payment, that the preceding instalment has actually been utilised in full in the construction of the house and the progress of construction is sufficiently advanced. The last instalment shall not be paid until the progress of construction has reached a stage which would cause a reasonable belief that the construction can be completed with the same.

(3) (a) Advance required for purchasing a ready-build house shall be paid as follows—The Administrative Departments or the Heads of Departments concerned may sanction payment of the entire amount required by, and admissible to the applicant in one lemp sum on the applicant's executing an agreement for the payment of the loan. The acqusition of the house must be completed, and the house mortgaged to Government within three months of the drawal of the advance, failing which the advance togather with the inetrest thereon shall be refunded to Government forthwith unless an extension of this time limits is granted by the Administrative Department or the Head of the Department concerned.

(b) In addition to their executing an agreement/mortgage referred to in sub-para. (a) above the following 3 categories of applicant shall also be required to furnish the surety of approved permanent State Government servant in the prescribed form before the sanctioned advance or any part thereof is actually disbursed to them :—

(i) All applicants who are not permanent Government servants

(ii) All applicants who are due to retire from service within a period of eighteen months following the date of application for the grant of an advance.

(iii) All applicants who are permanent Government servants but not covered by sub-para. (II) above if they require the advance for purchase of a ready-built house.

NOTES—(i) The liability of the surety will continue till the house built/purchased/redeemed is mortgaged to Government or till the advance together with interest due thereon is repaid to Government, whichever happens earlier,

(ii) Utilisation of the advance for a purpose other than that for which it is sanctioned shall render the Government servant liable to disciplinary action under the Civil Service Classification. Control and Appeal Rules and the Bihar and Orissa Subordinate Services Discipline and Appeal Rules, as the case may be, apart from his being called upon to refund to Government forthwith the entire advance drawn hy him.

(c) The Head of the office in the case of non-gazetted Government servant and the Controlling Officer in the case of a Gazetted Government servant should, when asking for the authority for payment, send to the Accountant-General a certificate either in the bill in which the advance is drawn, or separately, to the effect that the mortgage bond has been executed by the Government servant taking the advance, duly registered and sent to the Inspcteor-General of Registration, Orissa, for safe custody.

NOTE—When asking for the authority for payment of the advance (Vide S. R. 500 of the Orissa Treasury Code) the Controlling Officer should record on the bill a certificate to the effect that he has secured and retained with him an agreement signed by the applicant pending execution of the final mortgage bond after the house is actually purchased. The fact of execution and registration of the latter bond should also be intimated to the Accountant-General as soon as possible.

6. Interest—Advances granted under these Rules shall carry simple interest from the date of advance at the rates prescribed for each year the amount of interest being calculated on the balances outstanding on the last day of each month.

7. Construction, maintenance, etc.—(a) The construction of the house or additions to living accommodation in an existing house (as the case may be) shall be—

(i) Carried out in accordance with the approved plan and specifications on the basis of which the amount of advance has been computed and sanctioned. The plan and specifications must not be departed from for increasing or decreasing the cost of the building without the prior concurrence of the Public Works Executive Engineer of the locality. The Goverament servant shall certify, when applying for instalments of advance admissible that construction is being carried out in accordance with the plan and estimates furnished by him to Government and that the amount already drawn has actually been used in full on the construction of the house. The Administrativ Department or Head of Department concerned may, if necessary, arrange to have inspection carried out to verify the correctness of certificates.

(ii) Completed within 18 months of the date on which the first instalment of the advance is paid to the Government Servant concerned. Failure to do so will render the Government Servant liable to refund the entire amount advanced to him (together with interest thereon calculated as in rule 6 above), in one lump sum. An extension of the time-limit may be allowed up to one year by the sanctioning authority and for longer period by the Administrative Department in the case of advances sanctioned by the Heads of Departments and by the Finance Department in the case of advances sanctioned by other Departments of Government, in those cases where the work is delayed due to circumstances beyond his control. The date of completion must be reported to the Administrative Department or the Head of Department concerned without delay.

(b) Immediately on completion of purchase of the house, or redemption as the case may be, the Government Servant concenred shall insure the house, at his own cost with the Insurance Corporation of India for a sum not less than the amount of the advance and shall keep it so insured, against damage by fire in all cases, by lightning where lightning conductors are not fixed and against flood in cases where houses are built on the banks of rivers amenable to floods, till the advance is fully repaid to Government and deposit the policy with Government. The premia must be paid regularly and the premium receipts produced for inspection by the appropriate authority (viz., Head of Office or Department concerned). The Head of Department/Accounts Officer will obtain from the Government servant drawing the advance a letter to the Insurer with which the house is insured to notify to the latter the fact that Government is interested in the Insurance Policy secured. The Heads of Department/Accounts Officer will himself forwrad the letter to the Insurer and obtain his acknowledgement. In the case of Insurances effected on annually basis this process should be repeated every year until the advance has been fully repaid to the Government

(c) The house must be maintained in good repair at his own cost by the Government servant concerned. He shall also keep it free from all encumbrances, and shall continue to pay all the Municipal and other local rates and taxes regularly until the advance has been repaid to Government in full. The Government servant shall furnish an annual certificate to this effect to the sanctioning authority.

(d) After the completion of the house, annual inspection may be carried out by any authorised officer under instructions from the sanctioning authority concerned, to ensure that it is maintained in good repair until the advance has been repaid in full. The Government servant concerned shall afford full facility for these inspections to the officer (s) designated for the purpose.

Note—Furnishing of false certificates will render the Government servant concerned liable to suitable disciplinary action apart from his being called upon to refund to Government forthwith the entire advance drawn by him.

8. Repayment of the advance— (a) The advance granted to a Government servant under these rules, together with the interest thereon shall be repaid in full by monthly instalments within a period not exceeding 20 years. First the recovery of the advance shall be made in not more than 180 monthly instalments and then interest shall be recovered in not more than 60 monthly instalments.

Notes— (*i*) The amount to be recovered monthly shall be fixed in whole rupees except in the case of the last instalment when the remaining balance including any fraction of a rupee shall be recovered.

(*ii*) Recovery of advance granted for constructing a new house or enlarging living accommodation in an existing house shall commence from the month following the completion of the house or the 18th month after the date on which the first instalment of the advance is paid to the Government servant, whichever is earlier. In the case of advances taken for purchasing a ready built house or for repaying earlier loans (including those from private parties) taken for purchasing or constructing a house recovery shall commence from the pay of the month following that in which the advance is drawn.

(*iii*) It will be open to Government servants to repay the amount in a shorter period if they so desire. In any case the entire advance must be repaid in full (with interest thereon) before the date on which they are due to retire from service.

(*iv*) In order to avoid undue hardship to a Government servant who, is due to retire within 20 years of the date of application for the grant of an advance and under the pension rules applicable to him, is eligible for the grant of a gratuity or death-*cum*-retirement gratuity, the Head of the Department may permit him to repay the advance with interest in convenient monthly instalments (the amount of which shall not be less than the amount of monthly instalments on the basis of repayment within a period of (20 years) during the remaining period of his service, provided he agrees to the incorporation of a suitable clause in the prescribed Agreement and Mortgage deed form to the effect that the Government shall be entitled to recover the balance of the said advance with interest remaining unpaid at the time of his retirement or death proceeding retirement from the whole or any secified part of the gratuity that may be sanctioned to him.

(*v*) In case the Government servant does not repay the balance of the advance due to Government on or before the date of his retirement, it shall be open to Government to enforce the security of the Mortgage at any time the reafter, and recover the balance of the advance due together with the interest and cost of recovery, by sale of the house or in such other manner as may be permissible under the Law.

(b) Recovery of the advance shall be effected through the monthly pay/ leave salary bills of the Government concerned by the Head of the office or the Accounts Officer concerned, as the case may be. These recoveries will not be held up or postponed except with the prior concurrence of Government.

(c) If a Government servant ceases to be in service for any reason other than normal retirement/superannuation, or if he/she dies, before repayment of the advance in full the entire outstanding amount of the advance shall become payable to Government forthwith. Government may, however, in deserving cases, permit the Government servant concerned, or his successors in interest as the case may be, or the sureties in cases covered by rule 5 (b) if the house has not been completed and/or mortgaged to Government by that time, to repay the outstanding amount together with interest thereon calculated as in rule 6 above, in suitable instalments. Failure on the part of the Government servant concerned or his successors (as the case may be) to repay the advance for any reason whatsoever, will entitle the Government to enforce the mortgage and take such other action to effect recovery of the outstanding amounts as may be permissible.

(d) At Angul where Government land is leased out to Government servants for house building purposes free of cost, additional personal securities are required to safegurd the interest of Government against loss due to death , dismissal, retairement or resignation of the mortgager during the currency of the advanee. The security bond to be furnished by Government servant serving at Angul in adition to the lease and the mortgage bond.

(e) The property mortgaged to Government shall be reconveyed to the Government servant concerned (or his successors in interest as the case may be) after the advance together with the interest thereon has been repaid to Government in full.

9. Procedure for dealing with applications—(a) Applications should be submitted by Government servants to the sanctioning authority in the prescribed form along with its Annexures 'I' and II' (in duplicate) through proper channel. The following documents should accompany the applications :—

(*i*) A declaration in regard to house property, if any owned by the applicant or the applicant's wife/ husband/minor children at the time of application.

(ii) If the advance is required for enlarging living accommodation in an existing house, an attested copy of the sale-deed as well as of other documents if any, establishing that the applicant possess indisputable title to the property in question. A site plan should also be furnished.

(iii) In cases where applicants happen to be in possession of land and desire to build a new house on it, a copy of the sale-deed or other proof of the applicant having clear title to land on which the house is proposed to be built, alongwith a site plan. If the land happens to be lease-hold, an attested copy of the lease-deed should also be enclosed.

NOTE—Non-possession of full proprietory rights in the land upon which the applicant intends to build does not preclude the grant of an advance provided the sanctioning authority is satisfied that the applicant has a lease of which the unexpired portion is of a term and value sufficient to justify the grant of the advance and that there is no danger of the lease lapsing or of Government being unable to dispose of it, should it become necessary to foreclose the mortgage. In examining the mortgager's title, care should be taken to see that the lease does not prevent any sub-demise by the lease (the mortgager).

(b) The sanctioning authorities will scrutinise the application and satisfy themselves of the correctness of the facts, etc., stated therein. They will also examine the title deeds, etc., furnished in compliance with sub-rules (a) (ii) and (iii) above and rule 4 (b) (in consultation with the Law Officers and the Revenue and Registration authorities, if necessary) to make sure that the applicant does, in fact possess a clear title to the property in question. After this has been done, the sanctioning authority will forward the application to the Public Works Executive Engineer of the locality alongwith their recommendation, and should clearly indicate as to whether necessary scrutiny of the documents has been effected.

(c) The Public Works Executive Engineer of the locality will examine the plan and estimate and other details connected therewith and return the application to the sanctioning authority indicating—

(i) The amount of advance that may be sanctioned by the sanctioning authority where it happens to be required partly for purchasing a plot of land for constructing a house [see also sub-rules (d) (ii) and (e) below], or for purchasing a ready built house.

(ii) The monetary limit up to which the grant of an advance could be considered in due course, in other cases (viz., for constructing a new house or for increasing living accommodation in an existing house).

(d) On receipt of the recommendations of the Public Works Executive Engineer of the Locality—

(i) Formal sanction to the grant of advance to applicants in cases covered by sub-rule (c) (i) above will be accorded with reference to priorities by the Administrative Department or the Head of Department concerned, who shall also arrange/to complete the prescribed formalities, such as execution of agreement, Mortgage deed, Surity Bond, undertaking, etc., in the prescribed forms (in consultation with appropriate legal authorities, where necessary) and then authorise disbursement of an appropriate amount out of the sanctioned advance to the applicant. Before completion of formalities, the sanctioning authority should ascertain the availability of funds from the Finance Department. Where land or a ready-build house is intended to be purchased with the help of the advance, the sanctioning authority may, before authorising payment of the advance also require the Government servant concerned to certify that negotiations for purchase have reached concluding stages, that the purchase price is not likely to be less than the amount of advance sanctioned, and that he has satisfied himself that the transaction will enable him to acquire indisputable title to the land/house in question; in such cases, the sale deeds, etc., should be examined by the sanctioning authority carefully (in consultation with legal and other authorities where necessary) to ensure that the Government servant concerned has actually acquired indisputable title to the property in question. It should also be verified that the market value of the land/house purchased is not less than the advance sanctioned.

(ii) The sanctioning authority shall instruct applicants desirous of constructing a new house or enlarging living accommodation in an existing house, to furnish two copies of plans, as well as specifications and estimates in the prescribed *pro forma*. The plans must be got duly approved by the Municipality or other local body concerned before submitting them to Government.

(e) The plans, specifications and estimates referred to in sub-rule (d) (ii) above should be referred to the Public Works Executive Engineer of the locality with reference to the earlier correspondence on the subject. The Public Works Executive Engineer of the locality will, after examining all these details, inform the sanctioning authority of the maximum amount of advance that could be granted to the applicant concerned.

On receipt of the recommendations of the Public Works Executive Engineer of the locality, the sanctioning authority will accord formal sanction to the grant of the advance, or, if necessary, amend the original sanctions issued in cases where the advance is required partly for purchasing a plot of land [see sub-rules (c) (i) and (d) (i) above]. The sanctioning authority shall also attend to all formalities as explained in sub-rule (d) (i) above, and then authorises disbursement of the first instalment of advance for construction purposes to the applicant. The payment of remaining instalments of advances may be authorised by the sanctioning authority direct on the basis of certificates to be furnished by the applicants as prescribed in rule 7 (a) and such inspections as may be deemed necessary. It should also be verified, before disbursing the last instalment of the advance, the instalments already paid have been actually utilised for the purpose for which they were drawn [vide rule 5 (a) above].

(f) The sanctioning authority shall also ensure that the transaction/construction of the house is completed within the period prescribed in the rules, and that—

(i) the prescribed mortgage deed is executed immediately on completion/redemption/purchase of the house, and the document kept in safe custody after registration.

(ii) the house is maintained in good repair and the Municipal rates and taxesare paid reguarly, and the requisite certificate furnished annually, until the advance has been repaid in full.

(iii) monthly recovery of instalments of repayment of the advance commences from the due date and it made regularly from the pay/leave salary bill of the Government servant concerned thereafter.

(iv) in the case of Government servants likely to retire within 18 months of the date of their application for the advance [see rule 5 (b) above] the amount of their Provident Fund and gratuity will be adequate to cover the balance of the advance outstanding aganst them just before the date of their retirement and that in such cases, any applications for advance/withdrawal from their Provident Fund subsequent to the grant of house building advances under these rules, should not be ordinarily entertained.

(v) any amount drawn in excess of the expenditure incurred, is refunded by the Government servant concerned to Government forthwith together with the interest, if any, due thereon.

(vi) the property mortgaged to Government is released immediately on the repayment of the advance and the interest thereon in full.

(g) To enable the Finance Department to watch the disbursement of funds and the progress on the construction of houses, each sanctioning authority will send them a consolidated quarterly progress report by the end of the month following the quarter to which it relates, in the prescribed *pro forma*.

10. The sanctioning authority should send the mortgage bonds after they have been duly registered to the Inspector-General of Registration for safe custody. Such bonds are exempt from stamp duty.

OGP. MP—III (Fin.) 7—2,000—22-4-1985

(*See* Rule 9)

APPLICATION FORM PRESCRIBED UNDER THE RULES REGULATING THE GRANT OF ADVANCES TO GOVERNMENT SERVANTS FOR BUILDING, ETC., OF HOUSES

1. (*a*) Name (in block letter) ..
   (*b*) Designation ..
   (*c*) Scale of pay ..
   (*d*) Present pay as defined in rule 33 of the Orissa Service Code/ Fundamental Rules 9 (21) (*a*).
   (*e*) Amount of net monthly pay (after all deductions are effected). ..
2. (*a*) Department or office in which employed. ..
   (*b*) Administrative Department ..
   (*c*) Station where posted ..
3. Please state—

Whether you are a permanent or non-permanent State Government Servant and the length of service rendered under the Government	(*a*) Your permanent post, if any, and the name of office and Department concerned. (*b*) Do you hold a permanent appointment under the Central Government or any other State Government ? If so, give particulars.	Date of birth and age of next birth day	Date on which you attend the age of 58 years	If your wife/ husband a Government servant ? If so, give her/his name, designation, etc.
1	2	3	4	5

4. Do you or does your wife/husband/minor child already own a house ? [*See* rule 2 (*b*)] If so, please state—

Station where it is situated with exact address	Floor area (in sq. ft.)	Its approx. valuation	Reasons for desiring to own another house or enlarging living accommodation in an existing house, as the case may be
1	2	3	4

5. Do you require the advance for building in a new house ? If so, please indicate—

Approx. floor area of the house proposed to be constructed (in sq. ft.)	Estimated cost			Amount of advance required	No. of years in which the advance with interest is proposed to be repaid
	Cost of land	Cost of building	Total		
1	2	3	4	5	6

NOTE—Entries in columns 2—4 will have to be supported by specification, estimates (in enclosed form and plan at the appropriate stage).

(*b*) Where you are already in possession of the land ? If so, please indicate—

Name of the city or town where it is located	Whether you wish to settle there after retirement ?	Area of plot (in sq. yds.)	Name of Municipal or other local authority (if any) in whose jurisdiction it is located
1	2	3	4

(*c*) If no plot of land is already in your possession, how and when do you propose to acquire one ? State the approximate plot area (in sq. yds.) proposed to be required.

6. Do you require the advance for enlarging living accommodation in an existing house ? If so, please state—

Number of rooms in the house (excluding lavatory, bath room and kitchen)	Total floor area of the room (in sq. fts.)	If an additional storey is proposed to be added, is the foundation strong enough ?	Particulars of addition desired			Amount of advance desired	Number of year in which the advance with interest proposed to be repaid
			No. of rooms	Floor area in sq. ft.	Estimate cost		
1	2	3	4	5	6	7	8

NOTE—A plan of the house should accompany the application

7. Do you require the advance for repaying loan(s) taken earlirer for purchasing/ constructing house ? If so, please state—

Exact location of the house	Floor area of the house (in square feet)	Plinth area of the house (in square feet	Total cost of the house including land	Name and address of parties from whom loans were taken and the amount outstanding in their favour on the date of application	Amount of advance required	Number of years in which the advance with interest is proposed to be repaid
1	2	3	4	5	6	7
			Rs.		Rs.	

NOTE—A plan of the house and specification used in constructions should accompany the application

8. Do you require the advance for purchasing a ready made house or flat—

(*a*) (*i*) if so, and in case you already have a house in view please state—

Exact location of the house	Floor area of the house (in square feet)	Plinth area of the house (in square feet	Approximate age of the house	Municipal valuation of the house	Name and address of the owner	Approximate price expected to be paid	Amount of advance required	Number of years in which the advance with interest is proposed to be repaid
1	2	3	4	5	6	7	8	9
				Rs.		Rs.	Rs.	

(ii) Have you satisfied yourself that the transaction would result in your acquiring and undisputable title to the house ?

NOTE—A plan of the house should accompany the application

(*b*) If you do not already have a house in view, how, when and where do you propose to acquire one ? Indicate—

The Approx. amount up to which you will be prepared to buy a house	The Approx. amount of advance required	No. of years in which the advance with interest is proposed to be repaid
1	2	3
	Rs.	

NOTE—Details specified against item 8 (a) above should be furnished in this case also as soon as possible and if any before the full amount of the advance can be drawn.

9. Is the land on which the house stands or is proposed to be constructed, free holds or lease hold, state—

The term of the lease	How much of the terms has already expired	Whether conditions of the lease permit the land being mortgaged to Government	Premium paid for the plot	Annual rent of the Plot
1	2	3	4	5
			Rs.	Rs.

NOTE—A copy of lease/sale-deed should accompany the application—

10. (*a*) Is your title to land/house undisputed and free from encumbrances ?

(*b*) Can you produce, if required original documents (sale or lease-deed) in support of your title If not, state reasons thereof indicating what other documentary proof if any can you furnish in support of your claim?

[*See* items 5 (*b*), 6 and 7 above]

(*c*) Does the locality in which the plot of land/house is situated, process (essential services like roads, water-supply, drainage, sewerage, street lighting, etc. (please furnish a site plan with complete address).

11. In case you happen to be due to retire from service within 20 years of the date of this application and are eligible for the grant of a gratuity or death-*cum*-retirement gratuity, do you agree by giving a declaration in the Agreement Form that the Government shall be entitled to recover the balance of the said advance with interest remaining unpaid at the time of your retirement or death preceding retirement from the whole or as specified part of the gratuity that may be sanctioned to you?

12. If rule 5 (*b*) applicable to your case ? If so, state—

(*i*) The name, designation, scale of pay, office/department, etc., of the permanent Government servant, who is willing to stand surety for you;

(*ii*) The date on which the proposed surety is due to attain the age of 55 years.

DECLARATION

I Solemnly declare that the information furnished by me in reply to the various item indicated above is true to the best of my knowledge and belief.

2. I have read the rules regulating the grant of advances to Government servants for building, etc., of houses and agree to abide by the terms and conditions stipulated therein.

3. I certify that*—

(*i*) My wife/husband is not a Government servant, my wife/husband who is a Government servant, has not applied for and/or obtained an advance under these rules.

(*ii*) Neither I nor my wife/husband has applied for and/or obtained an advance or loan from any other Government source for the acquisition of a house.

Signature of the applicant

Station.....
Date.....Designation.....

Department/office in which employed

(To be completed by the sanctioning authority).....
No.....Station.....Date.....

Forwarded to the Works Department. The facts stated in the application have been verified and found correct.....

*Strike out the alternative (s) not applicable.

(To be completed by the Works Department)

Scrutinised the plan and estimate along with the details furnished in by the above applicant. An advance of Rs.....(Rupees.....) only may be sanctioned for the work specified above.

Signature
Designation.....
Department.....

(Order of the sanctioning Authority)

Sanctioned an advance of Rs.....(Rupees.....) only to the applicant. I have satisfied myself on the basis of monthly deduction, etc. made from the applicant's salary that this amount is well within his repaying capacity.

Signature
Designation.....
Name of the Department.....

*Name of the signining officer should also be indicated in block letters below his signature.

OGP—MP-XI (Finance) 1—20,000—24-6-1996

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT
***

NO. 28139 /F, Date 04/10/2024
FIN-CS2-ADV-0001-2022

From

Saswat Mishra, I.A.S
Principal Secretary to Government

To

Additional Chief Secretaries/
Principal Secretaries/
Commissioner-cum-Secretaries/
Secretaries to Government/
All Departments

Sub: Electric Motor Vehicle Advance for State Government Employees – Clarification

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that State Government have already issued guidelines on interest free electric vehicle advance in respect of State Government employees vide Finance Department O.M No.8524/F dt.05.04.2022, O.M No.8481/F dt.17.03.2023 and letter No.19601/F dt.11.07.2023.

Clarifications have been sought for from different Departments regarding eligibility/admissibility of interest free electric vehicle advance in respect of newly joined Government employees.

After careful consideration, it is now clarified as follows:-

I. In case of electric vehicle (four-wheeler) advance, Government employees of Group-A & B category who have completed minimum five years of regular and continuous service shall be eligible for availing electric vehicle (four-wheeler) advance.

II. However, in case of electric vehicle (two-wheeler) advance, there shall be no such condition as mentioned in the preceding paragraph.

III. The Government employee who has already drawn an advance for purchase of electric vehicle (two-wheeler or four-wheeler) and unable to furnish no dues certificate (N.D.C) from Principal Accountant General (A&E), Odisha in respect of said advance shall not be eligible for availing subsequent advances for purchase of electric or non-electric two-wheeler / four-wheeler.

IV. Heads of Department (HoDs) are competent to sanction only electric vehicle (two-wheeler) advances whereas Administrative Departments are competent to sanction electric vehicle (four-wheeler and two-wheeler) advances.

Note: For availing aforesaid advance, surety bond from two regular Government employees and PRAN allotment (Government employees coming under NPS) are mandatory.

Yours faithfully,

04/X/24
Principal Secretary to Government

Memo No. 28140 /F, Date 04/10/2024

Copy forwarded to Principal Secretary to Governor / PS to Chief Minister / P.S. to Minister, Finance / P.S. to Chief Secretary / P.S. to DC-cum-ACS / P.S. to Principal Secretary, Finance Department / Principal Accountant General (A&E) Odisha / Accountant General (Audit), Odisha, Bhubaneswar / Deputy Accountant General, (Projects) Odisha, Koraput / Deputy Accountant General, Puri, Odisha / All Departments of Government / All Heads of Department / Member, Board of Revenue, Cuttack / DG Police, Odisha / Secretary, Lokayukta, Odisha / All Financial Advisers / All Assistant Financial Advisers / All RDCs / All Collectors / All Sub-Collectors / DT&I(O) / All Treasury Officers of District Treasuries, Special Treasuries and Sub-Treasuries / Director General, GAA / Director, MDRAFM / Principal, Secretariat Training Institute for information and necessary action.

4.10.2024
Additional Secretary to Government

Memo No. 28141 /F, Date 04/10/2024

Copy forwarded to the Portal-in-Charge, FID, Finance Department with request to upload the Office Memorandum in the Website of Finance Department at www.finance.odisha.gov.in for general information.

4.10.2024
Additional Secretary to Government

Memo No. 28142 /F, Date 04/10/2024

Copy forwarded to All Officers / All Branches of Finance Department for information.

4.10.2024
Additional Secretary to Government

GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT
*****

No. 16068 (e) /Gen., Bhubaneswar, Dated the 22nd May, 2026
GAD-SC-MISC-0028-2026

To

All Departments of Government,
All Heads of Department,
All RDCs,
All Collectors.

Sub: Comprehensive Guidelines on transfer policy of Government Servants.

Madam/Sir,

I am directed to invite reference to the subject cited above and to state that the transfer and posting of Government employees are presently regulated in accordance with the provisions contained in Book Circular No. 42 dated 18.04.1967, read with instructions issued by this Department from time to time. The policy provides that the transfers should be made between 15th April to 15th June of the year. In case any transfers are required to be made outside this period, approval of the next higher authority is required. It may be underlined that powers of transfer vests with the Appointing Authority only under the permitted transfer period. However, in the case of transfers that are necessary outside the permitted period, the competent authority is required to take the approval of the next higher authority. This is applicable to all categories of Services.

However, it has been observed that the provisions and principles prescribed in the aforesaid instructions are not being followed in a uniform and consistent manner, leading to deviations from the established norms.

Accordingly, in order to ensure transparency, uniformity, and administrative efficiency in matters relating to transfer and posting, the Government have been pleased to reiterate the following basic principles for adherence :-

(1) Officers should ordinarily be transferred after completion of 3 (three) years in a station but nothing herein contained prevents the transferring authorities from transferring the officers earlier than 3 years at any time when it is considered necessary in the public interest.

(2) No Officer in the rank of Group 'A', Group 'B' of State Cadre shall be allowed to remain in a particular district for more than 6 (Six) years. For this purpose each Revenue District would be treated as a separate unit.

(3) Group 'C' category employee shall not be allowed to remain in a particular Block/ Tahasil for more than 6 (Six) years.

(4) Posting of Officers in their Home Districts shall ordinarily be avoided in respect of sensitive posts belonging to Group- A and Group-B Post . The sensitive posts may be decided by the concerned Administrative Department. A lists of sensitive posts earlier indicated vide this Department Circular No. 19538, dated 29.07.1991 is attached for reference.

(5) Officers other than holding sensitive posts may be posted in their Home Districts or any other preferred District two years before their retirement subject to the restriction indicated in Clause-4 above that such posting shall ordinarily be avoided in respect of sensitive posts.

(6) Officers completing six years of continuous service in the KBK may be considered for posting to their home Districts or any other preferred District, subject to the restriction indicated in Clause-4 above that such posting shall ordinarily be avoided in respect of sensitive posts.

(7) In case both the Husband and Wife are working under State Government, they may be posted in one station subject to the restriction indicated in Clause-4 above that such posting shall ordinarily be avoided in respect of sensitive posts.

(8) In respect of Officers of non-transferable services like the Ministerial cadres in the Secretariat and in the Heads of Departments, nobody shall remain in a seat for more than three years. This can only be extended in Special Circumstances.

(9) The transfer and posting orders should normally indicate as to which officer will relieve whom and in case this is not indicated due to the reasons best known to the authorities, the officer transferred, will make over to another officer of the same station under the order of the immediate superior authority and proceed to the new station.

(10) The transferring Authority may specifically indicate about the relieving and joining time of the officer concerned in the transfer order.

(11) Any of the above principles may be relaxed only in public interest, on administrative grounds, or in hardship cases, for reasons to be recorded in writing by the competent authority.

Any condition not expressly covered under the above guidelines shall continue to be governed by the instructions issued by Government from time to time (Copy enclosed).

Departments may, wherever necessary, frame or update their own Transfer Policies in conformity with the above principles to address their specific functional requirements.

These instructions shall be followed scrupulously in letter and spirit by all Departments and subordinate offices.

All previous instructions inconsistent with these guidelines shall stand modified to the above extent.

By order of the Governor

(Sri Suresh Kumar Vashishth)
Special Secretary to Government

Special Secretary to Govt.
G.A. & P.G. Department

P. T. O

Memo No. 16069 /Gen., Bhubaneswar Dated the 22nd May, 2026

Copy forwarded to P.S. to Chief Minister for favour of information.

22/5/26

Additional Secretary to Government

Memo No. 16070 /Gen., Bhubaneswar Dated the 22nd May, 2026

Copy forwarded to Pr. P.S. to Chief Secretary/Pr. P.S. to Development Commissioner-cum-Additional Chief Secretary/Pr. PS to Additional Chief Secretary to Government, GA&PG Department/Pr. PS to Special Secretary to Government, GA&PG Department for kind information of Chief Secretary/Development Commissioner-cum-Additional Chief Secretary/Additional Chief Secretary, GA&PG Department/Special Secretary, GA&PG Department respectively.

22/5/26

Additional Secretary to Government

Memo No. 16071 /Gen., Bhubaneswar Dated the 22nd May, 2026

Copy forwarded to the Registrar, Orissa High Court, Cuttack/Odisha Public Service Commission, Cuttack/Odisha Uniformed Services Staff Selection Commission/Odisha Staff Selection Commission, Bhubaneswar/ Odisha Sub-Ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

22/5/26

Additional Secretary to Government

Memo No. 16072 /Gen., Bhubaneswar Dated the 22nd May, 2026

Copy forwarded to all sections of G.A. & P.G. Department/ G.A. & P.G. Department Library (20 copies)/ Guard file (S.C. Branch) (20 copies) for information and necessary action.

22/5/26

Additional Secretary to Government

Memo No. 16073 /Gen., Bhubaneswar Dated the 22nd May, 2026

Copy forwarded to A.R. Cell, G.A. & P.G. Department with a request to hoist this Instruction letter in the website of G.A. & P.G. Department.

22/5/26

Additional Secretary to Government

BOOK CIRCULAR

No. 42

GOVERNMENT OF ORISSA

POLITICAL & SERVICES DEPARTMENT

No. 9165—O.M.-5-55/1967-Gen.

To

ALL DEPARTMENTS OF GOVERNMENT/ALL HEADS OF DEPARTMENTS/ALL DISTRICT MAGISTRATES

Bhubaneswar, dated the 28th April 1967

Subject—Transfer of Gazetted Officers of State Civil Services.

In recent years. it is invariably noticed that orders of transfer of officers are not being implemented despite instructions issued to the concerned authorities to relieved them quickly to avoid dislocation of Government work. In several cases, it has been brought to the notice of Government that the officers under order of transfer manipulate through political influence or by approaching the higher officers to stay or cancel the order. One of the methods of getting this done is the delay in relieving the officers who, in the mean time move all corners concerned and if possible personally approach the political authorities, who put pressure on Government to get the transfer orders stayed for some time and then cancelled some time after. This has caused a great dissatisfaction among officers who are in some particular stations for a longer period, and in spite of efforts at the Government level to shift them elsewhere by posting substitutes, the attempts fail. It is further, noticed in some cases that, when a notification is issued transferring an officer from a district the District Magistrate moves the Government to cancel the order and although Government ask the District Magistrate to relieve the officer immediately, he goes on putting forth reasons for not relieving him as a result of which other transfers in the chain are not given effect to. This sort of practice causes serious dislocation in public service and Government, after careful consideration, are pleased to make the following provisions for normal transfer and posting of gazetted officers of all Departments of Government.

1. Ordinarily, an officer should remain in a particular station for a period of three years in one or more appointments and he should not be transferred earlier unless he is promoted to a higher post.

2. If it is considered that the transfer of an officer who has completed three years, will not be in the public interest due to the special knowledge he has gained by remaining in the post and that it is difficult to get a suitable substitute not without impairing efficiency in public work, the officer may not be transferred and may be allowed to continue in the post. But he should be replaced in the earliest possible opportunity, when a suitable substitute is available. Instances of such cases are rare and this provision should be made applicable rarely and in genuine cases only.

3. Officers in executive field posts should be transferred after completion of three years; but nothing herein contained prevents Government from transferring them earlier than three years provided such transfer is considered necessary in the public interest.

4. Authorities competent to transfer officers, may ordinarily initiate proposals to transfer in the first week of April of the

year, and orders be taken and notifications issued by the end of April. The officers proposed to be transferred should be intimated of the transfers by the first week of May, to be in readiness to move immediately after the notifications are issued.

5. All transfer proposals are to be initiated by taking into account the suitability of the officers for the posts or stations to which they are proposed to be transferred and, in such cases home district should normally be avoided as far as possible.

6. The transfer and posting orders should normally indicate as to which officer will relieve whom and in case this is not indicated due to the reasons best known to the outhorities, the officer transferred, will make over to another officer of the same station under the order of the immediate superior authority and proceed to the new station.

7. The controlling authorities, on receipt of the orders of transfer of the officers, shall pass orders to relieve the officers within 7 days of the receipt of the orders and indicate in the said orders as to whom the transferred officers will make over.

8. No protest for retaining the transferred officer should be made by the concerned authorities and that, if no substitute has been posted against the officer transferred, the concerned authorities should move the appropriate authorities to post the substitute immediately. This, however, will not detain the officer under order of transfer.

9. In all cases, while transferring officers from one post or station to another care should invariable be taken to see that suitable substitutes are posted and, in case there is for the time being difficulty in posting substitute due to shortage of officers or otherwise, this should be explained to the concerned authorities so that there may not be any occassion to raise the question of posting of a substitute further.

10. No application for leave of an officer who has been transferred and posted elsewhere by means of notification or D.O. intimation earlier, should be entertained. Any application for leave after the receipt of transfer order or D. O. intimation will give rise to the presumption that the officer intends to avoid the transfer. He may, however, apply for leave, if required after joining the new station.

11. Deputation of an officer from the parent department to another department or to the foreign service normally be for three years and the officer shall thereafter revert to the parent Department after the completion of the said period. He may not subsequently be deputed to another Department or to the foreign service unless he completes three years in the parent department on reversion from the other department or foreign service to which he was deputed earlier.

12. Monetary benefit available in the shape of special pay in a deputation, should not be of any consideration for transferring an Officer to another post carrying no special pay, as special pay is attached to the post and it gives no claim to an officer for that benefit in other posts carrying no special pay.

13. Any canvassing by an officer or others interested in him, for stopping, staying or cancelling transfers will be construed to be misconduct of the officer

14. Notification of transfers and postings once issued shall be final and shall not be cancelled or stayed unless it is strictly required on public grounds which may only happen in a very few are and special circumstances.

15. These provisions are applicable in the matters of postings and transfers of Gazetted Officers of the departments which are not governed by the special provision regulating transfers and postings of their officers.

A. K. BARREN

Chief Secretary to Government

Government of Orissa,
General Administration Department.

15

No.O&M/1-9/91. 19538 /Gen., Dt. 29-7-91

To

All Departments ofGovernment
All Revenue Divisional Commissioners.
All Heads of Departments.
All Collectors.

Sub:- Policy relating to transfer and posting of Government servants.

In order to examine the policy of transfer and posting of Government Servants and to formulate appropriate guidelines for ensuring efficient and responsive administration without causing undue hardship to the Officers, a Cabinet Sub-Committee was first set up by the Parliamentary Affairs Department in Resolution No 10300 dt.20.4.90 and re-constituted last vide Resolution No.3046 dt.6.7.91.

2. The reconstituted Sub-Committee met on 9.7.91 and formulated their recommendations on the subject. The Government after careful consideration of the recommendations of the Sub-Committee have been pleased to lay down the following principles to regulate the transfers and postings of Government Servants.

(i) No Officer of the rank of Class-II and above shall be allowed to remain in a particular District for more than six years. For this purpose each Revenue District would be treated as a separate District.

(ii) Officers should ordinarily be transferred after completion of three years in a station but nothing herein contained prevents the

(Contd...2)

transferring authorities from transferring the Officers earlier than three years at any time when it is considered necessary in the public interest.

(iii) Posting of Officers in their home districts should be avoided in cases of postings of Collectors, Addl.District Magistrates, S.Ps., Addl. S.Ps., Conservators of Forests, Divisional Forest Officers, Inspectors of Schools, Superintendents of Excise, Commercial Tax Officers, Regional Transport Officers, Motor Vehicle Inspectors and Civil Supplies Officers.

Sub-Collectors, Officers in-charge of the Police Stations and Inspectors of Police and Uniformed Sub-Inspectors and Asst. Sub-Inspectors of Police Stations and Out Posts should not be posted in their home Sub-Divisions.

(iv) Officers belonging to the District level cadres and B.D.Os/Tahasildars/Addl.Tahasildars shall not be posted in their home Tahasils and home Blocks.

(v) Officers may be posted to their home Districts two years before their retirement, subject to the restrictions indicated in clauses (iii) & (iv) above.

(vi) Officers completing six years of continuous service in the Districts of Koraput, Kalahandi and Phulbani may be posted to their home Districts subject to the restrictions indicated in clauses (iii) and (iv) above.

(Contd...3)

(vii) In respect of Officers of non-transferable services like the Ministerial cadres in the Secretariat and in the Heads of Departments, nobody shall remain in a seat for more than three years. This can only, in Special Circumstances be extended up to six years.

(viii) Office-bearers of the recognised Service Associations should not be disturbed from their posts during the current year (1991-92)

(ix) Whenever any provision in Book Circular No.42 or any other Government Circular is found contrary or contradictory to the above stated guidelines of the Government, these guidelines should prevail, and the Government Circulars may accordingly be modified.

Provided that any of the above mentioned principles may be relaxed only in public interest, on administrative grounds and in hard cases supported by detailed reasons to be recorded. All proposals for relaxation involving Class-I and Class-II Officers should be put up to the C.M. through the Minister concerned, for orders . Other cases are to be decided by the Minister in charge of the Department .

3. Receipt of this Circular may please be acknowledged.

Yours faithfully,
29.4.91.
Special Secretary to Government.

Contd...4.

Memo No. 19539 /Gen Dt. 29-7-91.

Copy forwarded to Principal Secretary to Chief Minister for favour of information.

Addl.Secretary to Government.

Memo No. 19540 /Gen., Dt. 29-7-91 29/7

Copy forwarded to Private Secretary to all Ministers/Ministers of States for information.

Addl.Secretary to Government.

Memo No. 19541 /Gen., Dt. 29-7-91 29/7

Copy forwarded to P.S to Chief Secretary/P.S to Development Commissioner/P.S to Principal Secretary-cum-Addl.Chief Secretary & Secretary, P.G & P.A Department/ P.S to Commissioner, Agriculture & Rural Development for information and necessary action,

Deputy Secretary to Government.

29/7/91

MJ.27791.

ଓଡ଼ିଶା ସରକାର
ସାଧାରଣ ପ୍ରଶାସନ ବିଭାଗ ।

....

ନଂ. 10271 /ସା.ପ୍ର. ତାରିଖ. 20 - 5 - 1995 .

ପ୍ରେରକ : ଶ୍ରୀ ରବି ନାରାୟଣ ବାସ,
ମୁଖ୍ୟ ଶାସନ ସଚିବ ।

ପ୍ରାପ୍ତେଷୁ: ସମସ୍ତ ବିଭାଗୀୟ ପ୍ରମୁଖ ଶାସନ ସଚିବ /ସମସ୍ତ
ଶାସନ ସଚିବ / ସମସ୍ତ ବିଭାଗୀୟ ବସ୍ତୁର ମୁଖ୍ୟ /
ସମସ୍ତ ରାଜସ୍ୱ ଡିଭିଜନାଲ କମିଶନର /
ସମସ୍ତ ଜିଲ୍ଲାପାଳ ।

ବିଷୟ: ପରବାରୀ କର୍ମଚାରୀମାନଙ୍କର ବଦଳି ନୀତି ।

ମହାଶୟ,

ମୁଁ ନିର୍ଦ୍ଦେଶକ୍ରମେ ଜଣାଉଛି ଯେ ପରବାରୀ କର୍ମଚାରୀମାନଙ୍କର ବଦଳି ସମ୍ପର୍କରେ Book Circular-42 ରେ ପରବାରଙ୍କର ନିର୍ଦ୍ଦେଶ ସମସ୍ତ ବିଭାଗ, ସମସ୍ତ ବିଭାଗୀୟ ମୁଖ୍ୟ ବସ୍ତୁର ଓ ସମସ୍ତ ଜିଲ୍ଲାପାଳଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଥିଲା । ପରେ ବଦଳି ନୀତି ସମ୍ପର୍କରେ ପରବାରଙ୍କ ନିର୍ଦ୍ଦେଶନାମାର, ଏହି ବିଭାଗର ପତ୍ର ସଂଖ୍ୟା 19538 ତା. 29.7.91 ରେ କେତେକ ପରିବର୍ତ୍ତନ କରାଯାଇଥିଲା । ଉପରୋକ୍ତ Book Circular ଓ ପତ୍ରରେ ଉଲ୍ଲେଖଥିବା ନିୟମ ଅନୁଯାୟୀ ଜଣେ ପରବାରୀ କର୍ମଚାରୀ ସାଧାରଣତଃ ତିନି ବର୍ଷ ହୌଣସି ଏକ ପଦବୀରେ ରହିବା ପରେ ବଦଳି ହୋଇପାରିବେ । କିନ୍ତୁ ହୌଣସି ପରବାରୀ କର୍ମଚାରୀ ସେମାନଙ୍କ ଜିଲ୍ଲାରେ 6 ବର୍ଷରୁ ଊର୍ଦ୍ଧ୍ୱକାଳ ରହି ପାରିବେ ନାହିଁ । ଏତଦ୍ ବ୍ୟତିତ ଉପରୋକ୍ତ ନିର୍ଦ୍ଦେଶନାମାରେ ଅନ୍ୟ କେତେକ ବ୍ୟବସ୍ଥା ମଧ୍ୟ ଥିଲା , ଯଥା –କେତେକ ଶ୍ରେଣୀର ଅଫିସରଙ୍କୁ ସୁଦ୍ଧିଲ୍ଲା ଏବଂ ଉପଖଣ୍ଡରେ ମୁତୟନ କରାଯାଇ ପାରିବ ନାହିଁ, ଅବସର ଗ୍ରହଣର 2 ବର୍ଷ ପୂର୍ବରୁ ଅଫିସରମାନଙ୍କୁ ତାଙ୍କ ନିଜ ଜିଲ୍ଲାରେ ରଖାଯାଇପାରିବ ଇତ୍ୟାଦି । ପରବର୍ତ୍ତୀ ପର୍ଯ୍ୟାୟରେ ବଦଳି ନୀତି ଉପରେ କେତେକ ପୁନଃବିବେଚନା ବିଆଯାଇଥିଲା ।

2. ପରବାର ଉପରୋକ୍ତ ବଦଳି ନୀତିର ପର୍ଯ୍ୟାଲୋଚନା କରି ଉପଲବ୍ଧି କରନ୍ତି ଯେ ପରବାରୀ କର୍ମଚାରୀମାନଙ୍କୁ କେଉଁ ସ୍ଥାନରେ ଓ କେଉଁ ପଦବୀରେ ମୁତୟନ କରାଯିବା ଉଚିତ ହେବ ତାର ନିଷ୍ପତ୍ତି ନେବାପାଇଁ ପରବାର ଓ ଅନ୍ୟାନ୍ୟ ପ୍ରାଧିକୃତ ଅଧିକାରୀମାନେ ଉପଯୁକ୍ତ ବିବେଚକ । କେତେକ କ୍ଷେତ୍ରରେ ପରବାରୀ କର୍ମଚାରୀମାନଙ୍କୁ ବର୍ତ୍ତମାନ ଧାର୍ଯ୍ୟ ସମୟଠାରୁ ଅଧିକ ସମୟ ହୌଣସି ପଦବୀ ବା ସ୍ଥାନରେ ରଖିବା ଉଚିତ ବୋଲି ଉପଲବ୍ଧି କରାଯାଇଥାଏ । ସେହିଭଳି ଅନେକ ସମୟରେ ମଧ୍ୟ ପ୍ରଶାସନିକ ଦୃଷ୍ଟିକୋଣରୁ ବା ସର୍ବସାଧାରଣଙ୍କ ସ୍ୱାର୍ଥ ଦୃଷ୍ଟିରୁ ପୁନ ସ୍ତରରେ ପରବାରୀ କର୍ମଚାରୀଙ୍କୁ ଯେ ହୌଣସି ସମୟରେ ବଦଳି କରିବା ଆବଶ୍ୟକ ହୋଇଥାଏ । ତେଣୁ ପରିସ୍ଥିତିରୁ ବିବେଚନାରେ ସଂପୃକ୍ତ ବିଭାଗ ଓ ପ୍ରାଧିକୃତ ଅଧିକାରୀମାନେ ପରବାରୀ କର୍ମଚାରୀମାନଙ୍କର ବଦଳି କରିପାରନ୍ତି । ତଥାପି ସାଧାରଣତଃ ଶିକ୍ଷା ବର୍ଷକୁ ଦୃଷ୍ଟିରେ ରଖି ବଦଳି କରାଯିବା ଉଚିତ ।

...2.

3. ଆବଶ୍ୟକ ମନେକଲେ ସଂପୃକ୍ତ ବିଭାଗ ବା ପ୍ରାଧିକୃତ ଅଧିକାରୀ ଏସଂକ୍ରାନ୍ତରେ ସୁପାରିଶ ନିମନ୍ତେ କମିଟି ଗଠନ କରିପାରନ୍ତି ।

4. ସାଧାରଣତଃ ସମସ୍ତ ବଦଳି କାର୍ଯ୍ୟ ଏପ୍ରିଲ ପଂଦର ତାରିଖରୁ ଜୁନ୍ 15 ତାରିଖ ମଧ୍ୟରେ ଶେଷ ହେବା ଆବଶ୍ୟକ । ଯେଉଁ ଅଧିକାରୀମାନଙ୍କୁ ତାଙ୍କ ଅଧିନରେ କାର୍ଯ୍ୟ କରୁଥିବା କର୍ମଚାରୀମାନଙ୍କୁ ବଦଳି କରିବା କ୍ଷମତା ଦିଆଯାଇଛି , ସେମାନେ ଅନ୍ୟ ସମୟରେ କୌଣସି କର୍ମଚାରୀମାନଙ୍କୁ ବଦଳି କରିବା ଆବଶ୍ୟକ ଅନୁଭବ କଲେ ତାଙ୍କର ଉପରିସ୍ଥ ଅଧିକାରୀଙ୍କ ଆଦେଶ ନେଇ ବଦଳି ଆଦେଶ ଜାରୀ କରିପାରିବେ ।

5. Book Circular - 42 ଓ ଏହି ବିଭାଗର ପତ୍ର ସଂଖ୍ୟା 19538/ସା.ପ୍ର. ତା.29.7.91 ଓ ତତ୍ପରବର୍ତ୍ତୀ ବଦଳି ସଂପର୍କରେ ଏହି ବିଭାଗରୁ ନିର୍ଗମନ ହୋଇଥିବା ସମସ୍ତ ନିର୍ଦ୍ଦେଶନାମା ଉପରୋକ୍ତ ମତେ ସଂଶୋଧନ କରାଗଲା ।

6. ଏହି ନିର୍ଦ୍ଦେଶନାମା ବାଧ୍ୟତାମୂଳକ (mandatory) ନ ହୋଇ ପ୍ରବର୍ତ୍ତିକା (Directory) ତଥା ବିନିୟାମକ (Regulatory) ଭାବେ ପରିଗଣିତ ହେବ ।

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ,

ମୁଖ୍ୟ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ସଂଖ୍ୟା 10272 /ସା.ପ୍ର. ତାରିଖ 20 - 5 - 1995.

ଏହାର ନକଲ ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ଶାସନ ସଚିବ , ଉପ ମୁଖ୍ୟମନ୍ତ୍ରୀ, ମନ୍ତ୍ରୀ ଓ ରାଷ୍ଟ୍ରମନ୍ତ୍ରୀଙ୍କ ବ୍ୟକ୍ତିଗତ ସଚିବମାନଙ୍କ ନିକଟକୁ ମନ୍ତ୍ରୀ ମହୋଦୟଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ ।

ଜ୍ଞାପକ ସଂଖ୍ୟା . 10273 /ସା.ପ୍ର. ତାରିଖ 20 - 5 - 1995.

ଏହାର ନକଲ ସମସ୍ତ ଜିଲ୍ଲାସ୍ତରୀୟ ଅଧିକାରୀ / ସମସ୍ତ ଉପଖଣ୍ଡ ଅଧିକାରୀ /ସମସ୍ତ ତହସିଲଦାର ଓ ସମସ୍ତ ବ୍ଲକ୍ ଉନ୍ନୟନ ଅଧିକାରୀଙ୍କ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ ।

ଓଡ଼ିଶା-ସରକାର
ସାଧାରଣ ପ୍ରଶାସନ ବିଭାଗ ।

ସଂଖ୍ୟା— 16275 /ସା.ପ. ଭୁବନେଶ୍ୱର, ତା-17-7-95

ପ୍ରେରକ :

ଶ୍ରୀ ରବି ନାରାୟଣ ଦାସ,
ମୁଖ୍ୟ ଶାସନ ସଚିବ ।

ପ୍ରାପ୍ତେଷୁ :

ସମସ୍ତ ବିଭାଗୀୟ ପ୍ରମୁଖ ଶାସନ ସଚିବ /
ସମସ୍ତ ଶାସନ ସଚିବ / ସମସ୍ତ ବିଭାଗୀୟ ଦପ୍ତର ମୁଖ୍ୟ/
ସମସ୍ତ ରାଜସ୍ୱ ଡିଭିଜନାଲ କମିଶନର / ସମସ୍ତ ଜିଲ୍ଲାପାଳ ।

ବିଷୟ : ସରକାରୀ କର୍ମଚାରୀମାନଙ୍କର ବଦଳି ନୀତି ଉପରେ ସ୍ପଷ୍ଟିକରଣ ।

ମହାଶୟ,

ମୁଁ ନିର୍ଦ୍ଦେଶକ୍ରମେ ଜଣାଇଅଛି ଯେ ସରକାରୀ କର୍ମଚାରୀ ମାନଙ୍କର ବଦଳି ସଂକ୍ରାନ୍ତୀୟ ନୀତି ଏହି ବିଭାଗର ପତ୍ର ସଂଖ୍ୟା-10271-ସା.ପ. ତା- 20.5.95 ରେ ଆପଣମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଅଛି । ଉପରୋକ୍ତ ପତ୍ରର ଚତୁର୍ଥ ପରିଚ୍ଛେଦରେ ଉଲ୍ଲେଖ ରହିଛି ଯେ ସରକାରୀ କର୍ମଚାରୀ ମାନଙ୍କର ସାଧାରଣ ବଦଳି (*General Transfer*) ଏପ୍ରିଲ 15 ତାରିଖରୁ ଜୁନ 15 ତାରିଖ ମଧ୍ୟରେ ଶେଷ କରାହେବ । ତେଣୁ 15.6.95 ତାରିଖ ପରେ ବଦଳି ଉପରେ ରହିତାଦେଶ ବଳବତ୍ତର ହୋଇଛି । କିନ୍ତୁ ଅତି ଆବଶ୍ୟକସ୍ଥଳେ ଯଥା ପ୍ରଶାସନିକ ଦୃଷ୍ଟିକୋଣ, ପଦୋନ୍ନତି, ଅବସର ବା ଅନ୍ୟ କିଛି ଜରୁରୀ କାରଣ କ୍ଷେତ୍ରରେ ଖାଲି ପଡୁଥିବା ଶୂନ୍ୟସ୍ଥାନ ପୂରଣ କରିବା ନିମନ୍ତେ ବଦଳି ଆବଶ୍ୟକ ହୋଇପାରେ । ଏପରି ସ୍ଥଳେ ଯେଉଁ ଅଧିକାରୀ ମାନଙ୍କୁ ତାଙ୍କ ଅଧିନରେ କାର୍ଯ୍ୟ କରୁଥିବା କର୍ମଚାରୀ ମାନଙ୍କୁ ବଦଳି କରିବା ଯମତା Exer. ଆଇଅଛି, ସେମାନେ ତାଙ୍କର ଉପରିସ୍ଥ ଅଧିକାରୀଙ୍କ ଆଦେଶ ନେଇ ବଦଳି ଆଦେଶ ଜାରୀ କରିପାରିବେ । ବୃତ୍ତାୟଶ୍ରେଣୀ ଓ ତଦୁର୍ଦ୍ଧ ପଦବୀର କର୍ମଚାରୀ ମାନଙ୍କର ବଦଳି କେବଳ ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ଆଦେଶ ନେଇ କରାଯାଇପାରିବ । ତା- 15.6.95 ସୁଦ୍ଧା ହୋଇଥିବା ବଦଳି କ୍ଷେତ୍ରରେ ଯଦି କୌଣସି ସଂଶୋଧନ ବା ପରିବର୍ତ୍ତନ ଆବଶ୍ୟକ ହୁଏ, ତେବେ ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ଆଦେଶ ନେବାକୁ ହେବ ।

2. ବର୍ତ୍ତମାନ ସୁଦ୍ଧା ସମସ୍ତ ବିଭାଗ/ଦପ୍ତରରେ ବଦଳି ହୋଇଥିବା ଅଧିସର ମାନଙ୍କୁ ତୁରନ୍ତ ଭାରମୁକ୍ତ କରିବା ନିମନ୍ତେ ବିହିତ ପଦକ୍ଷେପ ନିଆଯାଉ । ସମସ୍ତ ବଦଳି ହୋଇଥିବା ଅଧିସର ଏହି ଆଦେଶ ପାଇଥିବା 7 ଦିନ ମଧ୍ୟରେ ଭାରମୁକ୍ତ ହୋଇ ନୂତନ ପଦବୀରେ ଯୋଗଦାନ କରିବା ସରକାର ତାହାଁନ୍ତି ।

3. ଭବିଷ୍ୟତରେ ସେକେବେଳେ କୌଣସି ବଦଳି ଆଦେଶ କରାଯିବ, ସେ ଆଦେଶରେ କେଉଁ ଅଧିସର ପ୍ରଥମେ ଭାରମୁକ୍ତ ହୋଇ ତାଙ୍କ ନୂତନ ପଦବୀରେ ଯୋଗଦାନ କରିବେ, ତାହା ଉଲ୍ଲେଖ ରହିବ । ବଦଳି ହୋଇଥିବା ଅଧିସରଙ୍କ ସ୍ଥାନରେ ଯେଉଁ ଅଧିସର ମୂତୟନ କରାଯାଇଥିବେ,

ଅ.ପୃ.ବେ.

ସେ ଯଦି 15 ଦିନ ମଧ୍ୟରେ ତାଙ୍କ ସ୍ଥାନରେ (ବଦଳି ଅଧିସଭଙ୍କ ସ୍ଥାନରେ) ଯୋଗ ନ ଦିଅନ୍ତି ତେବେ ବଦଳି ହୋଇଥିବା ଅଧିସଭ 15 ଦିନ ପରେ ସ୍ୱତଃ ଭାରମୁକ୍ତ ହୋଇ ବଦଳି ହୋଇଥିବା ସ୍ଥାନକୁ ଚାଲିଯିବେ ।

ଆପଣମାନେ ଆପଣଙ୍କ ଅଧିନରେ ଥିବା ସମସ୍ତ ବସ୍ତୁରୁ ଉପରୋକ୍ତ ନିର୍ଦ୍ଦେଶନାମା ଜଣାଇଦେବେ ।

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ,

ମୁଖ୍ୟ ଶାସନ ସଚିବ

ଜ୍ଞାପକ ଶଂଖ୍ୟା 16276 /ସା.ପ୍ର. ତା- 17.7.95

ଏହାର ନକଲ ମୁଖ୍ୟମନ୍ତ୍ରୀଙ୍କ ଶାସନ ସଚିବ, ଉପ ମୁଖ୍ୟମନ୍ତ୍ରୀ, ମନ୍ତ୍ରୀ ଓ ରାଷ୍ଟ୍ରମନ୍ତ୍ରୀଙ୍କ ବ୍ୟକ୍ତିଗତ ସ୍ୱତିବମାନଙ୍କ ନିକଟକୁ ମନ୍ତ୍ରୀ ମହୋଦୟଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ । 17.7.95

ଜ୍ଞାପକ ସଂଖ୍ୟା 16277 /ସା.ପ୍ର. 17.7.95 ତା-

ଏହାର ନକଲ ସମସ୍ତ ଜିଲ୍ଲାସ୍ତରୀୟ ଅଧିକାରୀ/ସମସ୍ତ ଉପଖଣ୍ଡ ଅଧିକାରୀ/ ସମସ୍ତ ତହସିଲଦାର ଓ ସମସ୍ତ ବ୍ଲକ ଉନ୍ନୟନ ଅଧିକାରୀଙ୍କ ଅବଗତି ଓ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।

ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ । 17.7.95

ବଳବଂଧୁ/

ଓଡ଼ିଶା ସରକାର
ସାଧାରଣ ପ୍ରଶାସନ ବିଭାଗ

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ପତ୍ର ସଂଖ୍ୟା 27559 /ସା.ପ୍ର.ବି.,

ତାରିଖ 21 ଅପ୍ଟେମ୍ବର 1998.

ପ୍ରେରକ : ଶ୍ରୀ ପ୍ରିୟବ୍ରତ ପଟ୍ଟନାୟକ, ଆଇ.ଏ.ଏସ୍.,
ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ ।

ପ୍ରାପ୍ତେଷୁ: ସମସ୍ତ ବିଭାଗୀୟ ପ୍ରମଖ ଶାସନ ସଚିବ / ସମସ୍ତ ଶାସନ ସଚିବ /
ସମସ୍ତ ବିଭାଗୀୟ ମୁଖ୍ୟ / ସମସ୍ତ ରାଜସ୍ୱ କମିଶନର / ସମସ୍ତ ଜିଲ୍ଲାପାଳ ।

ବିଷୟ: ସରକାରୀ କର୍ମଚାରୀଙ୍କ ବଦଳି ନୀତି ।

ମହାଶୟ,

ମୁଁ ନିର୍ଦ୍ଦେଶକ୍ରମେ ଜଣାଇଅଛିକି ଯେ, ଏହି ବିଭାଗର ପତ୍ର ସଂଖ୍ୟା. 25052 ତା. 3.9.98 ରିଖ ରେ ସରକାରୀ କର୍ମଚାରୀ ମାନଙ୍କ ବଦଳି ନୀତି ସମ୍ପର୍କରେ ସୂଚିତ କରାଯାଇଥିଲା । ରକ୍ତ ପତ୍ରର ଅନୁଚ୍ଛେଦ 4 ରେ ଥିବା ବଦଳି ନୀତିର ଆଂଶିକ ପରିବର୍ତ୍ତନ କରାଯାଇ ଏହା ସୂଚିତ କରାଯାଇଅଛି ଯେ, ଅବିରକ୍ତ କୋରାପୁଟ, ବଲାଂଗିର ଓ ବଲାହାଣ୍ଡି ଜିଲ୍ଲା ମାନଙ୍କରେ 5 (ପାଂଚ) ବର୍ଷ ଗୀତିଶୀକାଳ ପୂର୍ଣ୍ଣ କରିଥିବା ବୌଣସି ସରକାରୀ କର୍ମଚାରୀ ବଦଳି ହୋଇଥିଲେ ଏବଂ ତାଙ୍କ ପ୍ରତିବଦଳରେ ଆପୁଥିବା କର୍ମଚାରୀ ଯୋଗଦାନ କରିନଥିଲେ ମଧ୍ୟ ବଦଳି ହୋଇଥିବା କର୍ମଚାରୀଙ୍କୁ ତାଙ୍କ ଜିଲ୍ଲାପ୍ରତୀୟ ମୁଖ୍ୟ ଅଧିକାରୀଙ୍କ ସହମତିରେ ରାରମୁକ୍ତ କରାଯାଇପାରିବ ।

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ,

ପ୍ରିୟବ୍ରତ ପଟ୍ଟନାୟକ
10.9.98
(ସ୍ୱତନ୍ତ୍ର ଶାସନ ସଚିବ)

କାଣି.

No. GAD-SC-GCS-0078-2019- 26540 /Gen.,

Government of Odisha

General Administration and Public Grievance Department

*****

OFFICE MEMORANDUM

Bhubaneswar Dated the 20th September, 2019.

Sub: Validity period of the offer of appointment consequent upon direct recruitment in Groups A, B & C Posts and fixation of inter-se-seniority in cases of joining the post after revalidation of the appointment order.

Instances have come to the notice of the Government that in absence of any principles to regulate the validity period of the offer of appointment consequent upon selection by the recruiting agency, different administrative departments are taking decisions at their level to allow extra time when applied for by the selected candidates to join the post. In certain cases the candidates offered with the appointment take pretty long time to join and in some cases the candidates are allowed to join the post by way of reviving the order of appointment after it is lapsed / cancelled and the candidates are also allowed the benefit of seniority on the basis of their merit position in the initial selection. This has created discontentment and sometimes invite litigation.

In order to streamline the issue, it has been felt necessary by the Government to prescribe the following principles to ensure uniform time limit to join the post after selection by the recruiting agency and issue of appointment order in favour of the selected candidates:-

1. In the offer of appointment, it shall be mandatory to indicate that the offer of appointment will lapse if the candidate does not join within a period not exceeding 30 days.

2. If, however, within the stipulated period of 30 days, a request is received from the candidate for extension of time to join the post/ service as per the offer of appointment, it may be considered by the appointing authority/ authority delegated with such powers and if satisfied, an extension for a limited period may be granted but the total period granted including the extension during which the offer of appointment will be kept open, should not exceed a total period of six months. The candidates who join within the above period of six months will avail their seniority as per their position in the select list.

3. If even after the extension(s), if any, granted by the competent authority, a candidate does not join within the extended time (which shall not exceed six months) the order of appointment will lapse automatically after expiring of six months from the date of issue of the original offer of appointment. A formal order to that effect shall be issued by the establishment concerned.

4. An offer of appointment which has lapsed, should not ordinarily be revived. In exceptional circumstances, the same shall only be revived in the public interest. The revival of such offer of appointment is not admissible after one year from the date of approval of the select list or publication of the select list of

the subsequent recruitment whichever is earlier. The GA & PG Department should in all cases be consulted before such offers are revived.

5. In a case, where after the lapse of the order of appointment, the same is revived in consultation with the GA & PG Department, the seniority of the candidate concerned shall be fixed below those who have already joined the post/service within the stipulated period of six months.

These principles will apply to all levels of first appointment in Groups A, B and C and shall be effective from the date of issue of the O. M. This shall be followed scrupulously by all concerned authorities.

Principal Secretary to Government

Memo No. 26541 **/Gen., Dated the** 20th **September, 2019.**

Copy forwarded to the Odisha Gazette Cell in-charge, Odisha Gazette Cell, C/o. Commerce Department for information with request to publish the Office Memorandum in the extraordinary issue of the Odisha Gazette and supply 200 copies of the same to this Department for official use.

Special Secretary to Government

Memo No. 26542 **/Gen., Dated the** 20th **September, 2019.**

Copy forwarded to all Departments of Government/ all Heads of Departments/ all Collectors/ Registrar, Odisha High Court/ Registrar, Odisha Administrative Tribunal, Bhubaneswar/ Special Secretary, Odisha Public Service Commission, Cuttack/ Secretary, Odisha Staff Selection Commission, Bhubaneswar/ Secretary, Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

Special Secretary to Government

Memo No. 26543 **/Gen., Dated the** 20th **September, 2019.**

Copy forwarded to all Branches of G.A. & P.G. Department / Guard file (10 copies)/ G.A. & P.G. Department Library (10 copies) for information and necessary action.

Special Secretary to Government

Memo No. 26544 **/Gen., Dated the** 20th **September, 2019.**

Copy forwarded to the Head of Portal Group, I.T. Centre, Secretariat with a request to post this Office memorandum in the website of G.A. & P.G. Department for general information.

Special Secretary to Government

Government of Odisha
General Administration & Public Grievance Department
*****

No 665(e)/Gen., Bhubaneswar,
GAD-SC-GCS-0150-2024

dated the 07th Jan, 2025

From

Shri Sashank Sekhar Dash, OAS,
Additional Secretary to Government.

To

All Departments of Government.

Sub: Model Service Rules in respect of the District Ministerial cadres existing under different Departments.

I am directed to say that uniform structuring model for all District Ministerial Cadres existing under different Departments was issued vide this Department Resolution letter No.8898/Gen., dated 15.03.2024. As per this Resolution, restructuring of each District Ministerial Cadre has to be done by the Administrative Department as per their requirements which is to be approved by GA&PG and Finance Department. Thereafter, each Department is required to frame separate recruitment rules for each District Ministerial Cadre to regulate the method of recruitment and conditions of service of persons appointed in the said cadre.

In order to maintain uniformity in the cadre rules, a copy of the Model Service Rules is annexed herewith for reference. The respective Departments are to frame the cadre rule taking this model rule as reference and making required modification.

The Departments of Government are also advised to submit the copy of Restructuring order while referring the file seeking concurrence of GA&PG Department on cadre rules.

07/01/2025

Additional Secretary to Government

Memo No. 666 /Gen., Bhubaneswar dated the 07th Jan, 2025

Copy forwarded to the Sr. PS to Additional Chief Secretary, GA&PG Department for kind information of Additional Chief Secretary, GA&PG Department.



Additional Secretary to Government

Memo No. 667 /Gen., Bhubaneswar dated the 07th Jan, 2025

Copy forwarded to GA&PG Department Library (20 copies/Guard file (SC Branch)(20) for information and necessary action.



Additional Secretary to Government

Memo No. 668 /Gen., Bhubaneswar dated the 07th Jan, 2025

Copy forwarded to A.R. Cell, G.A. & P.G. Department with a request to hoist this letter in the website of G.A. & P.G. Department.



Additional Secretary to Government

No. _____/....,

GOVERNMENT OF ODISHA

..... DEPARTMENT

*****

NOTIFICATION

Bhubaneswar, dated the .....

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of the provisions contained under any other rules, Orders, Instruction; except as respects things done or omitted to be done before such supersession, the Governor of Odisha hereby makes the following rules to regulate the method of recruitment to the posts of Junior Assistants, Senior Assistants, Assistant Section Officer, Section Officers, Establishment Officer and Senior Establishment Officer in the District Offices and offices Subordinate thereto under the ..... Department, namely :-

1. Short title and commencement- (1) These rules may be called the Odisha Ministerial Services (Method of Recruitment and Conditions of Service of Junior Assistants, Senior Assistants, Assistant Section Officer, Section Officers, Establishment Officer and Senior Establishment Officer in the District Offices and offices Sub-ordinate thereto under the ..... Department) Rules, 2025.

(2) They shall come into force on the date of their publication in the Odisha Gazette.

2. Definitions- (1) In these rules, unless the context otherwise requires, -

(a) "Appendix" means the Appendix appended to these rules;

(b) "Appointing Authority" means the..... (Head of District Offices);

(c) "Cadre" means the District Cadre comprising District Offices and Sub-ordinate offices thereto functioning under .....Department of the Government;

(d) "Commission" means the Odisha Sub-ordination Staff Selection Commission;

(e) "District Office" means an office subordinate to and under the administrative control of a Head of Department mentioned in Appendix 3 of the Odisha Service Code;

(f) "Committee" means the Departmental Promotion Committee;

(g) "Government" means the Government of Odisha;

(h) "Scheduled Castes" and "Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribe) Order, 1950, as the case may be, made under Article 341 and 342 of the Constitution of India, respectively;

(i) "SEBC" means the Socially and Educationally Backward Classes as defined in clause (a) of section 2 of the Odisha State Comission Backward Classes Act, 1993;

(j) "Persons with Disabilities" means persons who have been granted with disability

certificates by competent authority as decided by the Government from time to time;

(k) "Sportsmen" means persons who have been issued with identity card as sportsmen by the Director, Sports as per Resolution No. 24808/Gen. dated 18th November 1985 of General Administration Department; and

(l) "Departmental Examination" means the Preliminary and Final Accounts Examination conducted by the Board of Revenue;

(m) "Year" means the calendar year.

(2) All other words and expressions used in these rules but not specifically defined shall, unless the context otherwise requires, have the same meaning as respectively assigned to them in the Odisha Service Code.

3. **Constitution of Service -** The service shall consist of the following posts (as may be decided as per requirement), namely :-

(a) Junior Assistant ;

(b) Senior Assistant;

(c) Assistant Section Officer

(c) Section Officer.

(d) Establishments Officer; and

(e) Senior Establishment Officer

PART- II

METHODS OF RECRUITMENT

4. **Methods of Recruitment-** Subject to other provisions made in these rules, the Recruitment to the Posts in the service shall be made by the following methods :-

(1) Recruitment to the posts of Junior Assistants shall be made by way of:

(i) Direct recruitment through the competitive examination.

(ii) Promotion from amongst the Group-D employees.

(2) Appointment to the post of Senior Assistant, Assistant Section Officer, Section Officer, Establishment Officer and Senior Establishment Officer shall be made by way of promotion from amongst the Junior Assistant, Senior Assistant, Assistant Section Officer, Section Officer and Establishment Officer respectively.

5. Reservations- Notwithstanding anything contained in these rules reservation of vacancies or posts, as the case may be, for-

(a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under; and

(b) SEBC, Women, Sportsmen, Ex-servicemen and Persons with Disabilities shall be made in accordance with the provisions made under such Act, rules, orders or instructions issued in this behalf by the Government from time to time.

PART-III

DIRECT RECRUITMENT

6. Recruitment Procedure-(1) As nearly as but not more than 80% of the sanctioned strength of Junior Assistant posts in the service shall be filled up by way of competitive examination to be held once in a year by the Commission.

(2) The date on which and the places at which the examination are to be held, shall be as decided by the Commission.

(3) The standard, syllabus and subjects of examination shall be as set forth in Appendix I.

(4) In the month of January each year, the appointing authority shall intimate the existing vacancies and anticipated vacancies likely to occur during the year to be filled up by way of direct recruitment, to the Commission indicating there in the number of posts belonging to different reserved categories as specified under Rule 5.

(5) On receipt of the requisite information, the Commission shall issue advertisements inviting applications in two daily leading newspapers as well as in their website for wide circulation for appearing in the competitive examination for the posts of Junior Assistants.

(6) The application forms, the manner of submission of application, the documents required to be accompanied with the application form, and scrutiny of applications shall be such as may be decided by the Commission.

(7) The Commission shall prepare the select list district wise from amongst the candidates belonging to that district only. The Commission shall submit select list to the appointing authority against the number of vacancies notified. The Select list shall be the base for preparation of the gradation list.

(8) Appointment shall be made as per the select list.

(9) Once appointed in the post in a District Office, a candidate shall not be transferred outside the District Office by the appointing authority, except for administrative reasons or in public interest.

(10) Notwithstanding anything to the contrary in sub-rule (9), where a Junior Assistant by a representation addressed to the Head of the Department concerned, seeks on his/her own account, transfer from one district to another, the Head of the Department may allow such transfer subject to the following conditions, namely :-

(a) the Junior Assistant seeking such transfer must have rendered not less than three years of continuous regular service in the district in which he/she is serving;

(b) vacancy is available in the district to which the transfer is sought;

(c) the Junior Assistant shall, upon such transfer, forfeit his/her seniority for his/her past service and shall, in the gradation list of Junior Assistant in relation to the year in which he/she is transferred rank below the junior most Junior Assistants of the district to which he/she is so transferred:

Provided that where two or more Junior Assistants join a district office in a particular year on transfer under the sub-rule, the inter-se-seniority of such Junior Assistants shall be determined taking into account the period of service rendered by them prior to such transfer;

(d) the last pay drawn by the Junior Assistant shall be protected and his/her normal date of annual increment shall remain unchanged without prejudice to the operation of any other rules applicable to his/her; and

(e) Subject to above, the past service of the Junior Assistant shall count for calculation of leave and pension and other benefits.

Note - A mutual transfer shall also be subject to the provisions of this sub-rule.

7. Eligibility criteria for Direct Recruitment- A candidate, in order to be eligible for direct recruitment must, -

(a) be a citizen of India.

(b) have attained the age of 21 years and must not be above the age of 32 years as on the 1st day of January of the year in which recruitment is made.

Provided that the upper age limit in respect of reserved categories of candidates referred to in rule 5 shall be relaxed in accordance with the provisions of the Act, rules, orders or instructions, for the time being in force, for their respective categories.

Provided further that notwithstanding anything contained in this rule, a Group D employee who is not more than forty years of age as on the 1st day of January of the year in which recruitment is made and possesses the requisite eligibility criteria prescribed under sub-rule (a),(c), (d), (e), (f) and (g) shall be eligible to appear in the competitive examination for recruitment to the Posts of Junior Assistant in the District Offices.

(c) be able to read, write and speak Odia; and have-

(i) passed Middle School examination with Odia as a language subject; or

(ii) passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or

(iii) passed in Odia as language subject in the final examination of Class VII from a school or educational institution recognized by the Government of Odisha or the Central Government ; or

(iv) passed a test in Odia in Middle English School Standard conducted by the School and Mass Education Department; and

(d) must not have more than one spouse living, if married :

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this rule.

(f) must be of good mental condition and bodily health and free from any physical defect likely to interfere with the discharge of his/her duties in the service. A candidate, who after such medical examination as the Government may prescribe, is not found to

satisfy these requirements shall not be appointed to the service.

Provided that the Collector may, if satisfied that there are special reasons for doing so exempt any person from the operation of this sub-clause.

(g) **Minimum Educational Qualification:** The candidate must have passed +3 in Arts/Science/Commerce or such other qualification as are equivalent to +3 examination with knowledge of Computer skill.

PART-IV

RECRUITMENT THROUGH PROMOTION TO THE POST OF JUNIOR ASSISTANT

8. Percentage of filling of vacancies and eligibility criteria- (1) As nearly as but not less than 20% of the sanctioned strength of Junior Assistant posts in the office of the District Offices and offices Sub-ordinate thereto shall be filled up by way of promotion from amongst the Group D employees of the District Offices of the concerned District on the basis of recommendation of the Departmental Promotion Committee constituted under Sub-rule (1) of Rule 10:

Provided that in case required number of Group D employees are not available for promotion to the posts of Junior Assistant in a particular year, these vacancies shall be filled up by candidates recruited under Clause (i) of Sub-rule (1) of Rule 4.

(2) No Group D employees shall be eligible for consideration for promotion to the post of Junior Assistant unless he/she has given willingness to that effect in writing and has put in minimum of 10 years of continuous service as on 1st day of January of the year in which the Committee meets and has passed the Matriculation or equivalent examination with knowledge of Computer skill.

(3) The promotion of Group D employees to the post of Junior Assistant shall be based on the following criteria:-

(i) Service record of the employee shall be taken into consideration. If nothing adverse is found in the service record, the employee concerned shall be treated to have a clean career of service.

(ii) Computer skill test shall be conducted by the Departmental Promotion Committee. The test shall be of qualifying in nature.

(4) The Subordinate District Offices functioning under the appointing authority shall furnish the list of eligible Group 'D' employees along with their service particulars to the appointing authority basing on the date of appointment for consideration of promotion to the rank of Junior Assistant.

(5) A gradation list of all the recommended eligible group-D employees shall be prepared by the appointing authority basing on the date of appointment for the purpose of consideration of promotion to the rank of Junior Assistant.

(6) The appointing authority shall allocate Offices to the selected candidates.

PART-V

PROMOTION TO THE POST OF SENIOR ASSISTANT, ASSISTANT SECTION OFFICER, SECTION OFFICER, ESTABLISHMENT OFFICER AND SENIOR ESTABLISHMENT OFFICER

9. Eligibility Criteria for Promotion-(1) No Junior Assistant shall be considered for promotion to the post of Senior Assistant, unless he/she has rendered at least six (6) years of continuous service as such on the first day of January of the year in which the Committee meets and has passed the Preliminary Accounts Examination as laid down in rule 15.

(2) No Senior Assistants shall be considered for promotion to the post of Assistant Section Officer, unless he/she has rendered at least four (4) years of continuous service as such on the first day of January of the year in which the Committee meets and has passed the Final Accounts Examination as laid down in rule 15.

(3) No Assistant Section Officer shall be considered for promotion to the post of Section Officer, unless he/she has rendered at least four (4) years of continuous service as such on the first day of January of the year in which the Committee meets.

(4) No Section Officer shall be considered for promotion to the post of Establishment Officer, unless he/she has rendered at least one (1) year of continuous service as such on the first day of January of the year in which the Committee meets.

(5) No Establishment Officer shall be considered for promotion to the post of Senior Establishment Officer, unless he/she has rendered at least one (1) year of continuous service as such on the first day of January of the year in which the Committee meets.

10. Constitution of Committee- (1) There shall be a Departmental Promotion Committee consisting of the followings officers to consider the case of promotion of eligible employees to the posts of Junior Assistants, Senior Assistants and Section Officers, namely –

(a)	Appointing authority	:	Chairman
(b)	Any senior officer of the District Office to be decided by the Administrative Department	:	Member
(c)	District Welfare Officer of the concerned District	:	Member
(d)	Establishment Officer or any other officer of the concerned District Office to be decided by the Administrative Department	:	Member convenor

(2) The Department Promotion Committee shall consider the suitability of eligible employees for promotion to the higher grade and accordingly prepare a list of such employees. The list prepared by the Committee shall be valid and can be acted upon notwithstanding the absence of any of its members other than the Chairman:

Provided that the member so absenting was duly invited to attend the meeting of the Committee and the majority of the members of the Committee attended the meeting.

(3) The Departmental Promotion Committee shall conduct a qualifying Computer Skill Test of eligible Group-D employees for consideration of promotion to the post of Junior Assistant.

11. Procedure for Selection by the Committee-(1) The Committee shall meet at least once in a year preferably in the month of November of the preceding year for consideration of promotion to the post of Junior Assistant, Senior Assistant, Assistant Section Officer, Section Officer, Establishment Officer, and Senior Establishment Officer taking into account the existing vacancies and the anticipated vacancies of the year.

(2) The Committee while considering the promotion cases of suitable officers and preparing the list, shall follow the provisions of –

(a) the Odisha Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under;

(b) the Odisha Civil Services (Zone of Consideration for Promotion) Rules, 1988;

(c) the Odisha Civil Services (Criteria for Promotion) Rules, 1992; and

(d) the Odisha Civil Services (Criteria for Selection for Appointment including Promotion) Rules, 2003.

(e) the Odisha Rights of Persons with Disabilities Rules, 2018.

12. Select List-(1) The lists of persons prepared by the Commission in case of direct recruitment for the posts of Junior Assistants and by the Committee in case of promotion to the posts of Junior Assistants, Senior Assistants, and Assistant Section Officer shall form the select list upon publication for general information and approval of the Appointing Authority respectively.

(2) The recommendations of the Committee in respect of Section Officer, Establishment Officer and Senior Establishment Officer along with a list of eligible candidates, including those, who have not been recommended together with the Service particulars, shall be referred to the Commission for concurrence and on obtaining concurrence of the Commission; the same shall be from the Select List.

(3) The lists referred to under sub-rule (1) shall ordinarily be in force for a period of one year from the date of its publication/ approval of the Appointing Authority or until another select list is prepared afresh whichever is earlier.

(4) Appointment to any post in the service shall be in the order in which their names appear in the select list.

PART-VI

OTHER CONDITIONS OF SERVICE

13. Probation and Confirmation-(1) All persons appointed to the post in the service shall be on probation for a period of two years in case of direct recruitment and one year in case of promotion which shall be counted from the date of joining the post ;

Provided that the period of probation shall not include the following:-

(a) Extra-ordinary leave,

(b) Period of unauthorized leave,

(c) Any other period held to be not being on actual duty.

(2) The appointment of a probationer may for good and sufficient reasons to be recorded in writing, be terminated by Government at any time without previous notice during the period of probation including extension of such period, if any, and after such termination, the employee shall deem to be reverted to his/ her former post, if he/she is a promotee.

(3) A probationer after completing the period of probation to the satisfaction of Government shall be deemed to have been confirmed in the service

14. Inter-se-seniority- (1) The relative seniority of each person appointed to a particular cadre of the service in a particular year shall be determined with reference to his/her position in the respective select list.

(2) The persons appointed in a particular year under clause (ii) of Sub-rule (1) of Rule 4 shall take rank below those appointed under clause (i) of Sub-rule (1) thereof.

15. Departmental Examination- (1) The Junior Assistant of the District Offices and Sub-ordinate Office thereto shall be required to pass the Preliminary Accounts Examination which is held by the Board of Revenue under Rule 163-A of the Bihar and Odisha Board's Miscellaneous Rules, 1928.

(2) The Senior Assistant of the District Offices and Sub-ordinate Office thereto shall be required to pass the Final Accounts Examination which is held by the Board of Revenue under Rule 163-A of the Bihar and Odisha Board's Miscellaneous Rules, 1928.

(3) No one shall be exempted from passing the Departmental examinations.

NOTE:- The Accounts Examination passed from MDRAFM shall not be treated as equivalent to the Accounts Examination conducted by the Board of Revenue, Odisha, Cuttack.

16. Other conditions of service- The conditions of service in regard to matters not covered by these rules shall be the same as are or as may from time to time be prescribed by the State Government.

PART-VII

MISCELLANEOUS

17. Relaxation- When it is considered by the Government that it is necessary or expedient so to do in the public interest, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of employees.

19. Interpretation- If any question arises relating to the interpretation of these rules, it shall be referred to the Government in ..... Department whose decision thereon shall be final.

By order of the Governor

..... Secretary to Government

"APPENDIX -I

[See Rule 6 (3)]

Scheme and Subjects for the Examination

Subjects	Maximum Marks	Time

Written Test		
Language Test (English & Odia)	75 (English-40 marks, Odia-35 marks)(objective)	3 hours
General Knowledge (Objective)	35	
Mathematics (Objective)	35	
Basic Computer Skills(Objective)	35	
TOTAL:	180	
Practical Skill Test		
Basic Computer Skills	35 marks	1 hour

NOTE: (i) The standard of examination shall be equivalent to that of Secondary School Examination.

(ii) Those who will qualify the written test shall be called for the practical skill test.

i. The practical skill test shall be of qualifying nature.

ii. In the Written Test there shall be negative marking for each wrong answer and for each wrong answer 1/4th mark (i.e. 0.25 mark) shall be deducted from the marks awarded for correct answer.

SYLLABUS

1. Language Test (English and Odia).

A. English Language Test: — (40 marks)

(i) Verbs, Tenses, Modal, Active and Passive voice, Subject-verb Agreement.

(ii) Connectors, Types of Sentences, Direct and Indirect speech, Comparison.

(iii) Articles, Noun, Pronouns, Prepositions.

(iv) Unseen passage (400-450 words in length) with a variety of comprehension questions.

B. Odia Language Test : — (35 marks)

(a) GRAMMAR

(i) Transformation of sentences:

(Affirmative, Negative, Interrogative, Exclamatory

Simple, Compound, Complex)

(ii) Transformation of words:

(noun to adjective and adjective to noun)

(iii) Sandhi

(iv) Samasa

(v) Antonyms and Synonyms

(vi) Correction of common errors in words

(vii) Idioms and Phrases

(viii) Taddhita and Krudanta

(ix) Punctuation marks

(b) COMPOSITION

Translation (from English to Odia of objective type)

(c) COMPREHENSION OF AN UNSEEN PASSAGE

Five short questions to be asked.

2. General knowledge: — (35 marks)

In this category, there should be a series of questions of different categories like -

(a) Matching Historical events with dates, personalities and places,

(b) Geographical facts with places,

(c) States, Countries and Institutions with Headquarters,

(d) Books and authors,

(e) Scientific facts and discoveries with dates, persons and uses,

(f) Current events with places and personalities, and

(g) Matching questions of miscellaneous type.

3. Mathematics:— (35 marks)

(i) Number System

(ii) HCF and LCM

(iii) Squares and Square Roots

(iv) Cubes and Cube Roots

(v) Percentage and Averages

(vi) Simple Interest and Compound Interest

(vii) Profit, Loss and Discount

(viii) Partnership

(ix) Ratio and Proportion

Under this, there will be a series of question in practical Mathematics required for day-to-day use. The questions would be such as to test candidate's ability to work out with quickness and accuracy.

4. Basic Computer Skills: — (35 marks)

(i) MS Windows: Introduction of Windows

(ii) MS Office: MS Word, MS Power Point, MS Excel and MS Access

5. **Practical Skill Test: —**

Topics for practical test: — (35 marks)

(I) WINDOWS operating system

To test some of the following basic system operations on file/folder(s):

- Create, Rename, Copy/Cut/Paste, Delete

(II) MS WORD: A Paragraph in MS Word incorporating some of the tools given below to be tested during the examination.

- Editing and Formatting text and paragraph
- Page and Paragraph Set up
- Inserting pictures and Word Art

(III) MS POWER POINT: A Power Point presentation with 2/3 slides using some of the tools given below to be tested during the examination:

- Editing and formatting slides

(IV) MS EXCEL: A problem in spreadsheet related to some of the tools given below to be tested during the examination:

- Formatting cells and data

- Functions & Formulas (Relative, absolute and Mixed reference)

(V) MS ACCESS: A problem in MS Access related to some of the tools given below to be tested during the examination:

- Creating and entering data into a database
- Setting the primary key

* Printouts of the document(s) should be attached with the answer sheet."



GOVERNMENT OF ODISHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT

***

Resolution

Bhubaneswar, dated, the 26th October, 2022

No. RDM-CON-POLICY-0002-2019- 36257 **/ R&DM,**

Sub: Creation of additional posts in the cadre of the Odisha Administrative Service, Group-A (JB) Grade.

1. The matter of enhancement of cadre strength in Odisha Administrative Service, Group-A(Junior Branch) grade was under active consideration of the Government. The Cabinet in its 50th meeting held on 21st October,2022 has approved the restructuring proposal of creation of125 nos. of additional posts in OAS Gr.A (JB) grade.
2. Now Government have been pleased to create 125 additional posts in Odisha Administrative Service, Group-A (Junior Branch) Grade. After such creation, the revised cadre strength of Odisha Administrative Service, Group-A (Junior Branch) will be as follows:

Sl. No.	Grade	Existing Strength	Revised Strength	Cadre Schedule
1.	OAS, Group-A(JB)	1188	1313	Annexure-I

3. This will come into force with immediate effect.
4. The revised strength of OAS Group-A(JB) grade has been approved by the Hon'ble Chief Minister as per the decision taken in the cabinet.

Order:- Ordered that this resolution be published in the extraordinary issue of the Odisha Gazette and copies thereof be forwarded to all Departments/ all Heads of Departments/ Accountant General, Odisha/ Secretary, Odisha Public Service Commission/ Secretary to Governor, Odisha.

Signature..... 26/10/22

(Satyabrata Sahu)
Additional Chief Secretary to Govt.
Revenue & DM Department

Memo No. 36258 /R&DM Dated 26 OCT 2022

Copy forwarded to the Officer-in-charge, Gazette Cell (Commerce Wing Gazette Cell), Commerce & Transport (Commerce) Department with a request to publish the above notification in the extra ordinary issue of Odisha Gazette and supply 20 copies for official use.

Joint Secretary to Government

Memo No. 36259 /R&DM Dated 26 OCT 2022

Copy forwarded to A.G. (A&E), Odisha, Bhubaneswar/ All Departments of Government/ All Heads of Department/ All RDCs/ All Collectors/ Registrar, Odisha High Court / Registrar, Odisha Administrative Tribunal/ Deputy Accountant General, Puri/ Secretary to Governor, Odisha/ Director General, Gopabandhu Academy of Administration, Chandrasekharpur, Bhubaneswar/ Secretary, Odisha Public Service Commission, Cuttack/ Special Relief Commissioner, Odisha, Bhubaneswar/ Secretary, Board of Revenue, Odisha, Cuttack/ Director, ROTI, Gothapatna, Bhubaneswar for information.

Joint Secretary to Government

Memo No. 36260 /R&DM Dated 26 OCT 2022

Copy forwarded to Additional Chief Secretary to Hon'ble Chief Minister, Odisha/ P.S. to Hon'ble Minister, Revenue & D.M., Odisha/ OSD to Chief Secretary, Odisha/ P.S. to Additional Chief Secretary to Govt., Revenue & D.M. Department for kind information of Hon'ble Chief Minister, Odisha/ Hon'ble Minister, Revenue & D.M., Odisha/ Chief Secretary, Odisha/ Additional Chief Secretary to Govt., Revenue & D.M. Department respectively.

Joint Secretary to Government

Annexure- I

Restructured Cadre Schedule of OAS Group-A (Junior Branch)

(Cell-1, Level-12 of the pay matrix as per ORSP Rules, 2017)

Sl. No.	Name of the Posts	Number of posts
1.	Deputy Collector (4 each), O/o the Collector (04×30) & Additional post of Deputy Collector (1each) in O/o the Collector, Cuttack, Khordha, Ganjam, Mayurbhanj, Sambalpur & Sundargarh (01×06)	126
2.	O.S.D., Revenue & Disaster Management Department, Control Room	02
3.	Under Secretary to Board of Revenue	09
4.	Under Secretary-cum-A.F.A., R.D.C.	06
5.	Deputy Collector(1each), O/o the Additional District Magistrate, Bhubaneswar/ Paradeep/ Rourkela	03
6.	Administrative Officer, Revenue Officers' Training Institute, Gothapatna, Bhubaneswar	01
7.	Deputy Director, Revenue Officers' Training Institute, Gothapatna, Bhubaneswar	01
8.	Tahasildar (01×317)	317
9.	Block Development Officer (01×314)	314
10.	Deputy Collector, Minor Minerals (1each), O/o, Collector (01×30)	30

11.	Deputy Collector (1each), O/o the Sub-Collector (01×58)	58
12	Deputy Collector, Revenue(1each), O/o the Sub-Collector (01×58)	58
13.	Deputy District Election Officer in the rank of Deputy Collector (01×30)	30
14.	District Sub-Registrar	23
15.	Executive Officer, NAC / Municipality/ Deputy Commissioner, Municipal Corporation	25
16.	R & R Administrator one for each district (01×30)	30
17.	Land Acquisition Officer one for each district (01×30)	30
18.	Zone Officer under DoWR	36
19.	LAO / Zone Officer under Commerce Department	13
20.	Additional Land Officer in GA & PG Department	03
21.	Leave, Deputation & Training Reserve	198
Total		**1313**

Signature.....

(Satyabrata Sahu)
Additional Chief Secretary to Govt.
Revenue & DM Department

GOVERNMENT OF ODISHA

REVENUE AND DISASTER MANAGEMENT DEPARTMENT

No. RDM-CON-PM-0047-2017 38717 /RDM, Dated: 22 DEC 2021

ORDER

Consequent upon retirement/ promotion/ resignation/ death of some officers of Odisha Administrative Service Group "A" (Junior Branch) grade, it has become necessary to revise and publish the Gradation List of such Officers which was earlier published vide this Department order No. 8124/ R&DM dated 08.03.2019.

Accordingly, the tentative gradation list of OAS Gr.A(JB) officers working in different departments/ districts/ training institutes and other organisations as on 15.12.2021 has been prepared taking into account the judgment in K. Meghachandra Singh case and the Resolution No.24188 dated 09.09.2021 of G.A. & P.G. Department. The publication of the said gradation list is subject to outcome of W.P.(C) No. 36490 of 2021 filed by Hemabanti Patra and others Vrs. State of Odisha & others and other similar cases.

The objections/ suggestions, if any, are invited from the officers concerned to be submitted to the Revenue and Disaster Management Department within 15 (fifteen) days from the date of issue of this order for consideration.

By order of the Governor
22/12/21
Deputy Secretary to Government

Memo No. 38718 /R&DM, dated: 22 DEC 2021

Copy forwarded to all the Departments of Government/ all Heads of Departments/ all Collectors for information of all concerned.

They are requested to down load the provisional gradation list from Revenue and Disaster Management Department website (http://revenue.odisha.gov.in/)

22/12/21
Deputy Secretary to Government

Memo No. 38719 /R&DM, dated: 22 DEC 2021

Copy forwarded to the e-governance Branch for information and uploading of the same in Revenue & D.M. Department website.

22/12/21
Deputy Secretary to Government

TENTATIVE GRADATION LIST OF OAS-A (JB) OFFICERS AS ON 15.12.2021							
Sl. No	Name of the officer	Category	Home District	Date of birth	Allotment Year	Date of Joining in OAS Gr.A(JB) Grade	Remarks
1	Khageswar Patra	SC	Keonjhar	04.04.1965	DR.1986	17.06.1989	
2	Sumanta Kumar Kar	UR	Keonjhar	01.05.1965	DR.1987	04.06.1990	
3	Damodar Mahalik	SC	Balasore	29.05.1963	DR.1987	01.06.1990	
4	Mataram Layangi	ST	Mayurbhanj	01.01.1962	DR.1987	24.05.1990	
5	Shrimanta Mishra	UR	Angul	06.05.1963	DR.1988	10.01.1991	
6	Sankarsan Behera	SC	Puri	24.04.1965	DR.1988	26.12.1990	
7	Bijaya Ku. Soy	ST	Sundargarh	29.11.1965	DR.1991	07.08.1995	
8	Basanta Ku. Mallick	SC	Puri	13.04.1969	DR.1992	01.07.1996	
9	Simanchal Mandal	ST	Gajapati	02.12.1964	DR.1992	01.07.1996	
10	Daniel Ekka	ST	Sundargarh	02.03.1968	DR.1993	30.04.1997	
11	Muralidhar Naik	SC	Dhenkanal	08.03.1962	DR.1985	14.10.1988	
12	Subadar Pradhan	ST	Kandhamal	05.09.1964	DR.1986	03.07.1989	
13	Raj Kishore Sashtri	SC	Cuttack	06.02.1962	DR.1987	11.06.1990	
14	Bisweswar Bhoi	SC	Cuttack	20.02.1965	DR.1989	17.06.1991	
15	Piyush Lohar	SC	Sambalpur	02.01.1965	DR.1989	04.06.1991	
16	Nirmal Ku. Nayak	ST	Mayurbhanj	03.01.1964	DR.1989	17.06.1991	
17	Satyanarayan Meher	ST	Bolangir	09.11.1966	DR.1990	27.09.1992	
18	Mohan Sahoo	UR	Ganjam	10.04.1962	DR.1991	27.07.1995	
19	Tapas Bhoi	ST	Baragah	04.04.1968	DR.1992	12.07.1996	
20	Artabandhu Lenka	UR	Jagatsinghpur	14.07.1962	PR.1997	06.01.1999	
21	Nrusingha Ch. Sethi	SC	Puri	14.02.1963	PR.1997	19.05.1989	
22	Saroj Kumar Biswal	UR	Keonjhar	25.06.1970	DR.1997	05.03.1999	
23	Sushama Barik	UR	Jagatsinghpur	05.02.1966	DR.1997	05.03.1999	
24	Utkal Ranjan Acharya	UR	Cuttack	19.07.1968	DR.1997	05.03.1999	
25	Ajaya Tiwari	UR	Sundargarh	19.11.1969	DR.1997	05.03.1999	
26	Arun Ku. Khanda	UR	Balasore	13.02.1969	DR.1997	05.03.1999	
27	Jaya Krishna Patra	UR	Balasore	29.08.1967	DR.1997	05.03.1999	
28	Sameer Ku. Bilung	ST	Sundargarh	18.12.1974	DR.1997	05.03.1999	

29	Mukutamani Xess	ST	Sundargarh	28.12.1970	DR.1997	05.03.1999	
30	Parikshita Jena	SC	Bhadrak	19.06.1970	DR.1997	05.03.1999	
31	Ananda Ch. Sethi	SC	Bhadrak	22.05.1964	DR.1997	05.03.1999	
32	Kailash Ch. Behera	SC	Puri	01.02.1967	DR.1997	05.03.1999	
33	Ripunath Suna	SC	Baragarh	17.01.1976	DR.1997	05.03.1999	
34	Sipra Sethi	SC	Cuttack	21.03.1969	DR.1997	05.03.1999	
35	Bernadeth Lakra	ST	Sundargarh	01.11.1963	DR.1997	05.03.1999	
36	Basudev Mohapatra	UR	Bhadrak	15.06.1962	DR.1997	05.03.1999	
37	Purna Ch. Bhoi	ST	Sambalpur	22.04.1970	DR.1997	05.03.1999	
38	Gobinda Dandasena	ST	Sundargarh	25.05.1967	DR.1997	05.03.1999	
39	Kailash Ch. Murmu	ST	Mayurbhanj	01.05.1963	DR.1997	05.03.1999	
40	Laxman Amat	ST	Sundargarh	08.07.1973	DR.1997	05.03.1999	
41	Rabindranath Kanhar	ST	Kandhamal	16.03.1971	DR.1997	05.03.1999	
42	Ashok Ku. Gartia	ST	Deogarh	26.05.1969	DR.1997	05.03.1999	
43	Nabin Ch. Nayak	ST	Sundargarh	05.07.1966	DR.1997	12.05.1997	
44	Ratanlal Munda	ST	Keonjhar	25.05.1968	DR.1997	05.03.1999	
45	Basudev Nayak	ST	Keonjhar	07.02.1969	DR.1997	05.03.1999	
46	Susil Ku. Kujur	ST	Sundargarh	26.11.1971	DR.1997	05.03.1999	
47	Panchanan Pattayat	SC	Balasore	20.01.1962	SR 2000	18.08.2006	
48	Santosh Ku. Sahu	UR	Ganjam	14.06.1969	DR 2000	01.01.2005	
49	Swayam Prava Parida	UR	Cuttack	23.05.1978	DR 2000	01.01.2005	
50	Dambrudhar Mallick	ST	Kandhamal	06.05.1975	DR 2000	01.01.2005	
51	Janak Ku. Nayak	ST	Mayurbhanj	06.06.1974	DR 2000	01.01.2005	
52	Gitanjali Behera	SC	Keonjhar	30.06.1969	DR 2000	01.01.2005	
53	Sudhakar Raito	ST	Gajapati	04.01.1968	DR 2000	01.01.2005	
54	Tribikram Kumura	ST	Bolangir	15.07.1977	DR 2000	01.01.2005	
55	Sabita Sahoo	SC	Angul	21.06.1973	DR 2000	01.01.2005	
56	Brundaban Pati	UR	Puri	15.05.1963	PR.2001-2005	29.01.2007	
57	Artatrana Mallick	SC	Jajpur	10.04.1967	PR.2001-2005	25.05.2009	
58	Ajay Kumar Mallick	SC	Jagatsinghpur	02.07.1962	SR.2001-2005	10.12.2010	
59	Khirod Kumar Behera	SC	Cuttack	23.04.1966	PR. 2006	14.05.2007	

60	Pravakar Panda	UR	Keonjhar	25.05.1964	PR.2006	18.05.2007	
61	Sudhir Kumar Singh	ST	Mayurbhanj	20.01.1965	SR.2006	02.03.2007	
62	Yudhisthir Naik	ST	Keonjhar	09.05.1969	SR.2006	08.03.2007	
63	Tunu Meher	ST	Sambalpur	20.04.1964	SR.2006	21.02.2007	
64	Aneeta Panda	UR	Khurda	05.07.1979	DR.2006	18.10.2010	
65	Satyajit Rout	UR	Balasore	25.04.1980	DR.2006	18.10.2010	
66	Sunetra Nayak	UR	Cuttack	17.12.1984	DR.2006	18.10.2010	
67	Gayatri Datta Nayak	UR	Khurda	17.02.1974	DR.2006	18.10.2010	
68	Binod Bihari Dash	UR	Bargarh	30.06.1981	DR.2006	18.10.2010	
69	Rajeeb Kumar Behera	SC	Angul	08.06.1976	DR.2006	18.10.2010	
70	Ramesh Kumar Jena	SC	Keonjhar	15.10.1975	DR.2006	18.10.2010	
71	Bansidhar Khosala	SC	Koraput	19.06.1979	DR.2006	18.10.2010	
72	Raghunath Mundary	ST	Sundargarh	02.06.1978	DR.2006	18.10.2010	
73	Dillip Kumar Pradhan	ST	Sundargarh	01.07.1983	DR.2006	18.10.2010	
74	Natabar Garada	SC	Koraput	12.11.1982	DR.2006	18.10.2010	
75	Niranjan Naik	ST	Keonjhar	08.07.1974	DR.2006	18.10.2010	
76	Jagannath Hanuman	ST	Sambalpur	05.07.1976	DR.2006	18.10.2010	
77	Bigyan Kumbhar	SC	Bolangir	25.09.1962	PR.2011	05.12.2013	
78	Anil Kumar Pattnaik	UR	Jajpur	14.02.1963	PR.2011	05.12.2013	
79	Smita Mohanty	UR	Jajpur	30.12.1973	PR.2011	05.12.2013	
80	Ramesh Chandra Panda	UR	Balasore	03.05.1974	PR.2011	05.12.2013	
81	Suraj Kumar Pattnaik	UR	Kalahandi	03.06.1972	PR.2011	05.12.2013	
82	Sucheta Mohapatra	UR	Khurda	16.05.1970	PR.2011	05.12.2013	
83	Pravas Ku Behura	UR	Kendrapada	31.05.1968	PR.2011	14.02.2014	
84	Ajit Narayan Prasad Giri	UR	Cuttack	16.07.1966	PR.2011	11.12.2013	
85	Suryakanta Nayak	UR	Balasore	17.07.1976	PR.2011	01.08.2016	
86	Sanjaya Ku Pratihari	UR	Kendrapada	22.06.1967	PR.2011	05.12.2013	
87	Ranjan Kumar Parida	UR	Kendrapada	07.03.1967	PR.2011	24.02.2014	
88	Hemanta Kumar Mohanta	UR	Mayurbhanj	09.06.1970	PR.2011	05.12.2013	
89	Jyotshnarani Sahoo	UR	Bolangir	01.07.1974	PR.2011	12.11.2014	
90	Suryasmita Sahoo	UR	Cuttack	12.02.1970	PR.2011	10.12.2013	

91	Paresh Ku. Nayak	UR	Jajpur	19.03.1973	PR.2011	05.12.2013	
92	Ashwini Kumar Dash	UR	Bargarh	30.06.1974	PR.2011	18.10.2014 retrospectively, but joined on 14.03.2019	
93	Surya Kumar Nayak	UR	Subarnapur	01.07.1971	PR.2011	18.10.2014 retrospectively, but joined on 14.03.2019	
94	Sarat Kumar Mallick	UR	Balasore	03.01.1977	PR.2011	30.10.2014	
95	Satyasundar Rout	UR	Jajpur	04.04.1973	PR.2012	28.10.2015	
96	Sarita Pradhan	UR	Khurda	04.06.1977	PR.2012	26.10.2015	
97	Dhirendra Kumar Sethi	SC	Keonjhar	25.06.1976	PR.2011	17.12.2013	
98	Munindra Honnaga	ST	Mayurbhanj	25.06.1976	PR.2011	12.12.2013	
99	Anita Nayak	UR	Balasore	10.06.1972	PR.2012	02.05.2016	
100	Sujata Moharana	UR	Nayagarh	20.01.1977	PR.2012	25.07.2016	
101	Amrit Sarkar	SC	Malkangiri	02.06.1964	PR.2012	30.10.2015	
102	Surendra Meher	UR	Bolangir	27.06.1978	PR.2014	05.11.2015	
103	Prabin Kumar Banua	ST	Kalahandi	21.02.1975	PR.2015	09.11.2015	
104	Shankar Prasad Sahoo	UR	Sonepur	05.07.1978	PR.2015	06.11.2015	
105	Trishna Biswal	UR	Kendrapada	17.07.1981	PR.2015	09.11.2015	
106	Kajal Pradhan	UR	Kendrapada	18.07.1977	PR.2015	05.11.2015	
107	Rakhal Ch. Parida	UR	Balasore	21.02.1970	PR.2015	06.11.2015	
108	Niranjan Sahoo	UR	Dhenkanal	26.06.1974	PR.2015	13.11.2015	
109	Charles Nayak	UR	Bhadrak	18.07.1978	PR.2015	09.11.2015	
110	Rabindra Kumar Patel	UR	Bolangir	30.11.1975	PR.2015	06.11.2015	
111	Pranati Priyadarshinee Rout	UR	Jajpur	14.07.1985	PR.2015	18.12.2015	
112	Nibedita Pradhan	UR	Bolangir	29.05.1979	PR.2015	02.11.2015	
113	Anupama Ghose	UR	Balasore	17.05.1976	PR.2015	02.11.2015	
114	Ashok Kumar Das	SC	Bhadrak	24.07.1976	PR.2015	13.11.2015	
115	Gadadhar Patra	SC	Mayurbhanj	02.11.1978	PR.2015	13.11.2015	
116	Dipti Rani Das	SC	Cuttack	14.07.1981	PR.2015	13.11.2015	
117	Ajaya Kumar Pradhan	ST	Kandhamal	02.07.1974	PR.2015	13.11.2015	
118	J. Kalpana	ST	Cuttack	25.06.1978	PR.2015	09.11.2015	

119	Priyadarshani Mirdha	ST	Sambalpur	04.07.1983	PR.2015	03.06.2016	
120	Lariman Kharsel	UR	Khurda	17.06.1977	PR.2015	04.11.2015	
121	Maghaban Bag	UR	Bolangir	14.08.1979	PR.2015	12.11.2015	
122	Dayasindhu Parida	UR	Balasore	08.11.1978	PR.2015	07.11.2015	
123	Manoranjan Sahu	UR	Ganjam	07.06.1977	PR.2015	06.11.2015	
124	Sanjib Kumar Meher	UR	Kalahandi	25.06.1974	PR.2015	27.11.2015	
125	Adikanda Behera	UR	Mayurbhanj	29.04.1974	PR.2015	03.03.2016	
126	Padma Charan Sahoo	UR	Khurda	21.04.1981	PR.2015	02.11.2015	
127	Laxmi Prasad Sahu	UR	Sambalpur	23.08.1980	PR.2015	26.11.2015	
128	T.Padmanav Dora	UR	Ganjam	02.01.1975	PR.2015	06.11.2015	
129	Soudamini Sahu	UR	Keonjhar	20.05.1978	PR.2015	08.01.2016	
130	Arati Bhoi	UR	Sonepur	01.06.1978	PR.2015	06.11.2015	
131	Kumudini Subudhi	UR	Puri	08.07.1971	PR.2015	24.11.2015	
132	Hemalata Bahalia	UR	Jajpur	05.03.1971	PR.2015	02.11.2015	
133	Minati Jagadev	UR	Puri	01.01.1972	PR.2015	29.10.2015	
134	Sujata Patra	UR	Khurda	17.06.1976	PR.2015	31.01.2016	
135	Nilambar Mahananda	SC	Bargarh	27.04.1975	PR.2015	20.10.2015	
136	Arun Kumar Nayak	SC	Khurda	08.07.1976	PR.2015	06.11.2015	
137	Uttam Kumar Bag	SC	Kalahandi	15.07.1975	PR.2015	08.01.2016	
138	Umakanta Parida	SC	Bhadrak	02.02.1977	PR.2015	04.11.2015	
139	Sarat Kumar Bag	SC	Sambalpur	20.06.1972	PR.2015	18.05.2016	
140	Purna Ch.Jena	SC	Keonjhar	04.04.1977	PR.2015	31.05.2016	
141	Prasanna Ku. Pande	SC	Subarnapur	14.01.1980	PR.2015	12.11.2015	
142	Manas Ranjan Bhoi	SC	Cuttack	25.05.1982	PR.2015	17.07.2017	
143	Urmiprava Maharana	SC	Keonjhar	01.09.1982	PR.2015	06.11.2015	
144	Manorama Jali	SC	Khurda	15.07.1977	PR.2015	03.11.2015	
145	Prita Kumar	SC	Nuapada	20.09.1983	PR.2015	24.11.2015	
146	Itishree Nayak	SC	Khordha	24.02.1983	PR.2015	05.04.2016	
147	Methedius Lakra	ST	Sundargarh	08.01.1973	PR.2015	29.10.2015	
148	Dinamani Naik	ST	Keonjhar	07.07.1984	PR.2015	26.11.2015	
149	Bipin Kumar Pradhan	ST	Kandhamal	08.10.1970	PR.2015	30.06.2016	

150	Seema Sabita Kullu	ST	Sundargarh	15.05.1980	PR.2015	24.05.2016	
151	Sitadevi Majhi	ST	Nuapada	05.10.1983	PR.2015	09.11.2015	
152	Suchita Pushpa	ST	Sundargarh	17.03.1977	PR.2015	26.05.2016	
153	Poonam Binita Bage	ST	Sundargarh	20.06.1979	PR.2015	07.11.2015	
154	Puspanjali Panda	UR	Ganjam	20.12.1984	DR.2011	14.03.2016	
155	Jitendra Kumar Patra	UR	Jagatsingpur	02.06.1982	DR.2011	14.03.2016	
156	Sagar Kumar Nanda	UR	Puri	18.08.1987	DR.2011	14.03.2016	
157	Anup Panda	UR	Dhenkanal	12.09.1989	DR.2011	14.03.2016	
158	Ansuman Satapathy	UR	Khurda	01.06.1983	DR.2011	14.03.2016	
159	Lalatendu Si	UR	Mayurbhanj	06.05.1989	DR.2011	14.03.2016	
160	Sidhartha Sankar Sahu	UR	Khurda	09.05.1989	DR.2011	14.03.2016	
161	Bandana Khatua	UR	Cuttack	27.05.1989	DR.2011	14.03.2016	
162	Parakshit Sahoo	UR	Bargarh	21.05.1979	DR.2011	14.03.2016	
163	Bichitrananda Nayak	UR	Dhenkanal	03.03.1981	DR.2011	14.03.2016	
164	Uma Shankar Dalai	UR	Ganjam	30.06.1987	DR.2011	14.03.2016	
165	Subhashree Rath	UR	Cuttack	18.01.1986	DR.2011	14.03.2016	
166	Debashis Patra	UR	Sundargarh	20.01.1986	DR.2011	17.05.2018	
167	Rashmi Ranjan Mahanta	UR	Keonjhar	26.12.1987	DR.2011	14.03.2016	
168	Hemabanti Patra	UR	Bolangir	19.05.1983	DR.2011	14.03.2016	
169	Sabyasachi Panda	UR	Bolangir	13.12.1986	DR.2011	22.03.2016	
170	Sunita Jena	UR	Jagatsinghpur	03.12.1981	DR.2011	14.03.2016	
171	Saumya Roopa Rath	UR	Khurda	13.10.1982	DR.2011	14.03.2016	
172	Manoj Kumar Tripathy	UR	Nayagarh	11.07.1981	DR.2011	14.03.2016	
173	Bebita Manjari Nayak	UR	Cuttack	22.05.1985	DR.2011	14.03.2016	
174	Alok Kumar Patel	UR	Sambalpur	29.06.1984	DR.2011	21.03.2016	
175	Kasturibala Jena	UR	Balasore	06.05.1979	DR.2011	14.03.2016	
176	Dillip Kumar Behera	UR	Khurda	17.07.1984	DR.2011	14.03.2016	
177	Jitendra Kumar Nayak	UR	Cuttack	10.08.1986	DR.2011	14.03.2016	
178	Bijay Kumar Nayak	UR	Keonjhar	14.07.1979	DR.2011	14.03.2016	
179	Prakash Kumar Mishra	UR	Balangir	12.02.1989	DR.2011	17.03.2016	
180	Kalyani Sanghamitra Devi	UR	Ganjam	15.09.1979	DR.2011	08.03.2016	

181	Ashirvad Parida	UR	Khordha	29.04.1984	DR.2011	07.03.2016	
182	Subrat Kumar Jena	SEBC	Balasore	12.03.1984	DR.2011	14.03.2016	
183	Tanmaya Patra	SEBC	Ganjam	01.07.1986	DR.2011	06.03.2016	
184	Chittaranjan Mohanta	SEBC	Mayurbhanj	17.04.1978	DR.2011	01.04.2016	
185	Amit Kumar Nayak	SEBC	Kendrapara	12.03.1988	DR.2011	28.02.2018	
186	Devjani Bhuyan	SEBC	Dhenkanal	07.02.1989	DR.2011	14.03.2016	
187	Jogendra Majhi	ST	Jharsuguda	14.04.1988	DR.2011	14.03.2016	
188	Jogeswar Naik	SC	Deogarh	10.02.1971	DR.2011	14.03.2016	
189	Mitali Patra	UR	Mayurbhanj	03.07.1984	DR.2011	18.03.2016	
190	Bijaya Kumar Behera	SC	Khurda	15.07.1978	DR.2011	14.03.2016	
191	Debendra Bahadur Singh Dharua	ST	Nuapada	16.07.1988	DR.2011	05.05.2017	
192	Akshyamita Kartik	ST	Koraput	24.02.1987	DR.2011	05.05.2017	
193	Narendra Nayak	SC	Nawarangpur	10.06.1978	DR.2011	14.03.2016	
194	Prasanta Kumar Tarai	SC	Kendrapada	07.05.1972	DR.2011	14.03.2016	
195	Saradakanti Dalai	SC	Cuttack	29.05.1979	DR.2011	14.03.2016	
196	Kamadev Samaddar	SC	Malkangiri	07.07.1984	DR.2011	14.03.2016	
197	Durga Charan Murmu	ST	Balasore	10.05.1982	DR.2011	14.03.2016	
198	Byasadeb Behera	SC	Bargarh	09.03.1977	DR.2011	14.03.2016	
199	Prabhat Kumar Parida	SC	Bhadrak	03.06.1980	DR.2011	28.02.2018	
200	Hemasagar Bhoi	ST	Bolangir	05.06.1976	DR.2011	14.03.2016	
201	Durjyodhan Bhoi	ST	Bolangir	22.05.1983	DR.2011	14.03.2016	
202	Dhanai Charan Tudu	ST	Mayurbhanj	02.07.1983	DR.2011	14.03.2016	
203	Anjali Tarai	SC	Kendrapada	25.09.1980	DR.2011	14.03.2016	
204	Victor Soreng	ST	Sambalpur	10.02.1982	DR.2011	14.03.2016	
205	Suman Kishore Dungdung	ST	Sundargarh	24.04.1984	DR.2011	14.03.2016	
206	Bulbul Behera	SC	Jagatsinghpur	10.06.1987	DR.2011	14.03.2016	
207	Bikrani Kispatta	ST	Sundargarh	21.01.1987	DR.2011	14.03.2016	
208	George Dungdung	ST	Sundargarh	09.03.1986	DR.2011	14.03.2016	
209	Anamika Singh	ST	Khurda	02.07.1980	DR.2011	14.03.2016	
210	Sudhir Kumar Nayak	SEBC	Cuttack	13.07.1980	DR.2015	28.06.2017	
211	Pallavi Swain	SEBC	Jagatsinghpur	11.02.1988	DR.2015	30.06.2017	

212	Bibudha Garnaik	SEBC	Angul	10.06.1986	DR.2015	27.06.2017	
213	Sweta Snigdha	UR	Sundargarh	02.05.1988	DR.2015	27.06.2017	
214	Soumya Sarthak Mishra	UR	Khurda	30.04.1988	DR.2015	27.06.2017	
215	Shiv Shankar Mishra	UR	Khurda	17.07.1983	DR.2015	27.06.2017	
216	Madhusmita Samantaray	SEBC	Khurda	15.01.1987	DR.2015	27.06.2017	
217	Kishor Kumar Panda	UR	Bhadrak	02.02.1987	DR.2015	30.06.2017	
218	Snigdha Chhaya Mohapatra	UR	Dhenkanal	07.10.1988	DR.2015	27.06.2017	
219	Pranab Kumar Behera	UR	Mayurbhanj	02.05.1988	DR.2015	27.06.2017	
220	D S Subhadarshi Joshi	UR	Bargarh	29.05.1990	DR.2015	27.06.2017	
221	Padmaja Dash	UR	Puri	21.02.1991	DR.2015	27.06.2017	
222	Shibashish Baral	SEBC	Jagatsinghpur	12.07.1983	DR.2015	30.06.2017	
223	Trupti Barai	UR	Balangir	10.09.1990	DR.2015	27.06.2017	
224	Sourav Chakrabarty	UR	Khordha	01.03.1992	DR.2015	27.06.2017	
225	Chandrakant Mallick	SEBC	Cuttack	01.06.1988	DR.2015	04.07.2017	
226	Jadumani Naik	SEBC	Balangir	01.06.1982	DR.2015	30.06.2017	
227	Rumana Jafri	UR	Khurda	10.04.1988	DR.2015	27.06.2017	
228	Eliza Mishra	UR	Dhenkanal	21.06.1979	DR.2015	27.06.2017	
229	Gourabamaya Pradhan	SEBC	Deogarh	14.07.1987	DR.2015	27.06.2017	
230	Nilamadhab Suna	SC	Bargarh	28.03.1980	DR.2015	16.11.2018	
231	Mani Prasad Misra	UR	Ganjam	19.06.1985	DR.2015	27.06.2017	
232	Dibyajyoti Smruti Ranjan Deo	SEBC	Jajpur	05.07.1986	DR.2015	30.06.2017	
233	Asish Ranjan Sahoo	UR	Cuttack	11.01.1992	DR.2015	27.06.2017	
234	Mitanjali Dash	UR	Nayagarh	16.04.1982	DR.2015	27.06.2017	
235	Siriyal Subhra Patel	UR	Khordha	10.11.1984	DR.2015	27.06.2017	
236	Shanti Swarup Mishra	UR	Nayagarh	03.06.1986	DR.2015	28.04.2018	
237	Raj Kishore Jena	SEBC	Jagatsinghpur	20.03.1979	DR.2015	30.06.2017	
238	Prajnya Hota	UR	Keonjhar	03.06.1990	DR.2015	27.06.2017	
239	Manoj Kumar Behera	SEBC	Balasore	25.05.1991	DR.2015	27.06.2017	
240	Ashish Kumar Bhoi	SEBC	Kalahandi	01.08.1991	DR.2015	30.06.2017	
241	Amruta Priyambada	UR	Cuttack	07.12.1991	DR.2015	27.06.2017	
242	Manas Ranjan Samal	SEBC	Jajpur	01.02.1988	DR.2015	30.06.2017	

243	Nupur Chandgotia	UR	Mayurbhanj	22.09.1990	DR.2015	27.06.2017	
244	Bhikari Sahoo	SEBC	Nayagarh	02.04.1986	DR.2015	27.06.2017	
245	Kshirabdhitanaya Sahoo	SEBC	Dhenkanal	17.07.1993	DR.2015	27.06.2017	
246	Sonali Chand	SC	Kandhamal	01.06.1990	DR.2015	27.06.2017	
247	Gayatri Soren	ST	Mayurbhanj	12.04.1981	DR.2015	30.06.2017	
248	Upendra Luha	SC	Bolangir	20.06.1985	DR.2015	27.06.2017	
249	Swadeep Kumar Toppo	ST	Sundargarh	30.06.1990	DR.2015	27.06.2017	
250	Surmi Soren	ST	Mayurbhanj	23.06.1992	DR.2015	27.06.2017	
251	Sannyashai Kumar Behera	UR	Nayagarh	22.11.1974	DR.2015	27.06.2017	
252	Jyoti Prakash Sethy	SC	Puri	10.11.1990	DR.2015	27.06.2017	
253	Srinivas Behera	SC	Jagatsinghpur	22.04.1984	DR.2015	30.06.2017	
254	Ranjita Mary Nayak	SC	Kalahandi	14.04.1982	DR.2015	30.06.2017	
255	Namrata Modi	ST	Keonjhar	07.12.1993	DR.2015	27.06.2017	
256	Premlal Hial	SC	Kalahandi	29.06.1982	DR.2015	27.06.2017	
257	Anisha Das	SC	Khurda	01.04.1993	DR.2015	27.06.2017	
258	Pranaya Ranjan Behera	SC	Khordha	07.07.1977	DR.2015	27.06.2017	
259	Umasankar Behera	SC	Kendrapara	09.05.1987	DR.2015	30.06.2017	
260	Sonali Patra	SC	Mayurbhanj	28.02.1990	DR.2015	27.06.2017	
261	Basanti Lakra	ST	Sambalpur	03.07.1987	DR.2015	27.06.2017	
262	Ugreshan Oram	ST	Sundargarh	08.05.1986	DR.2015	27.06.2017	
263	Tapasa Ranjan Dehury	ST	Dhenkanal	22.02.1986	DR.2015	29.06.2017	
264	Dharmaraj Majhi	ST	Malkangiri	25.04.1983	DR.2015	27.06.2017	
265	Haladhar Sabar	ST	Rayagada	15.01.1983	DR.2015	30.06.2017	
266	Manashi Naik	ST	Sundargarh	23.08.1985	DR.2015	27.06.2017	
267	Sarat Majhi	ST	Kalahandi	10.08.1991	DR.2015	27.06.2017	
268	Binaya Kumar Bhoi	ST	Bargarh	25.06.1986	DR.2015	29.06.2019	
269	Ajay Prakash Tirkey	ST	Sundargarh	14.06.1987	DR.2015	30.06.2017	
270	Motilal Sulia	ST	Bargarh	10.04.1984	DR.2015	30.06.2017	
271	Sunil Kumar Meher	ST	Bargarh	01.06.1988	DR.2015	27.06.2017	
272	Adaita Kumar Swain	UR	Cuttack	08.05.1962	PR.2018	02.04.2018	
273	Lalit Mandal	SC	Koraput	14.02.1965	PR.2018	31.03.2018	

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274	Pradeep Kumar Sahoo (B)	SC	Cuttack	20.05.1965	PR.2018	31.03.2018	
275	Anil Ku. Pattanaik	UR	Khurda	18.07.1962	PR.2018	31.03.2018	
276	Mrutyunjaya Bhuyan	UR	Kendrapara	15.02.1962	PR.2018	31.03.2018	
277	Prakash Ku. Roul	UR	Jagatsingpur	04.11.1969	PR.2018	31.03.2018	
278	Jogeswar Bhoi	ST	Bolangir	02.05.1965	PR.2018	19.07.2018	
279	Saroj Ku. Panda	UR	Dhenkanal	02.01.1972	PR.2018	31.03.2018	
280	Biswanath Sahoo	UR	Nayagarh	25.05.1967	PR.2018	31.03.2018	
281	Tapan Deb Chakrabarty	UR	Ganjam	31.05.1962	PR.2018	31.03.2018	
282	Kshamanidhi Bhoy	ST	Sambalpur	23.03.1969	PR.2018	31.03.2018	
283	Sadasiv Nayak	UR	Nayagarh	22.05.1969	PR.2018	31.03.2018	
284	Pranab Ku. Chand	UR	Khurda	22.08.1969	PR.2018	31.03.2018	
285	Fakira Ch. Parida	UR	Nayagarh	14.05.1968	PR.2018	31.03.2018	
286	Yudhistir Meher	ST	Subarnapur	05.03.1975	PR.2018	01.04.2018	
287	Rabi Narayan Barik	UR	Khurda	18.05.1964	PR.2018	31.03.2018	
288	Rashmirekha Mallick	SC	Cuttack	17.12.1974	PR.2018	31.03.2018	
289	Prakash Kumar Das	UR	Angul	01.09.1970	PR.2018	16.08.2018	
290	Laxman Soren	ST	Mayurbhanj	26.06.1971	PR.2018	16.08.2018	
291	Jitendra Kumar Sahoo	UR	Dhenkanal	01.01.1970	PR.2018	31.03.2018	
292	Sarata Kumar Giri	SC	Puri	05.11.1965	PR.2018	31.03.2018	
293	Hrudananda Adha	ST	Deogarh	12.02.1974	PR.2018	31.03.2018	
294	Pradyumna Kumar Nayak	SC	Puri	20.06.1970	PR.2018	03.09.2018	
295	Rajendra Kumar Acharya	UR	Khurda	08.07.1963	PR.2018	01.04.2018	
296	Lambodar Khuntia	UR	Kendrapara	10.10.1966	PR.2018	31.03.2018	
297	Simanchal Mohanty	UR	Ganjam	15.04.1962	PR.2018	18.09.2018	
298	Sanjaya Ku. Acharya	UR	Kendrapara	04.06.1964	PR.2018	31.03.2018	
299	Soubhagya Ranjan Das	SC	Kendrapara	26.03.1965	PR.2018	31.03.2018	
300	Sadhabi Dehuria	SC	Sundergarh	19.01.1971	PR.2018	01.04.2018	
301	Sanjeev Kumar Patel	UR	Sundergarh	03.08.1969	PR.2018	31.03.2018	
302	Biswa Ranjan Kar	UR	Bargarh	18.01.1965	PR.2018	11.07.2018	
303	Debi Prasad Dash	UR	Puri	24.04.1963	PR.2018	31.03.2018	
304	Sanghamitra Behera	SC	Bhadrak	21.03.1972	PR.2018	31.03.2018	

305	Kishore Kumar Behera	UR	Ganjam	03.07.1963	PR.2018	06.07.2018	
306	Arundhati Patnaik	UR	Ganjam	13.05.1968	PR.2018	05.09.2018	
307	Prabodha Ku. Rout	UR	Jagatsingpur	28.07.1970	PR.2018	31.03.2018	
308	Prithiviraj Mandal	SC	Kandhamal	06.11.1969	PR.2018	31.03.2018	
309	Krushna Chandra Dalapati	ST	Bolangir	20.06.1972	PR.2018	16.07.2018	
310	Pramod Kumar Dalabehera	UR	Ganjam	12.06.1962	PR.2018	31.03.2018	
311	Victoria Ekka	ST	Sundergarh	12.06.1971	PR.2018	01.04.2018	
312	Pramod Ku Nayak	ST	Khurda	19.05.1973	PR.2018	31.03.2018	
313	Chinmayee Chetna Dash	UR	Cuttack	02.10.1994	DR.2016	09.10.2018	
314	Sankalp Swastik Sahoo	UR	Khordha	23.12.1991	DR.2016	01.07.2018	
315	Debasish Mahapatra	UR	Balasore	28.04.1991	DR.2016	28.06.2018	
316	Durga Prasad Dora	UR	Nayagarh	15.08.1987	DR.2016	24.09.2018	
317	Kalyan Saurav Dash	UR	Puri	08.05.1989	DR.2016	29.06.2018	
318	Monalisha Panda	UR	Angul	01.03.1993	DR.2016	28.06.2018	
319	Anshuman Mahapatra	UR	Khorda	28.08.1993	DR.2016	11.07.2018	
320	Swagat Das	UR	Khurdha	02.10.1990	DR.2016	30.06.2018	
321	Abinash Pandia	UR	Subarnapur	02.07.1992	DR.2016	29.06.2018	
322	Monalisa Debata	UR	Cuttack	10.09.1989	DR.2016	29.06.2018	
323	Alok Kumar Dehury	UR	Dhenkanal	05.07.1987	DR.2016	26.06.2018	
324	Saubhagya Ranjan Panda	UR	Jagatsinghpur	02.07.1986	DR.2016	30.06.2018	
325	Aishwarya Samantray	UR	Puri	09.12.1993	DR.2016	29.06.2018	
326	Umakanta Rout	UR	Khurda	30.09.1986	DR.2016	30.06.2018	
327	Narendra Khamari	UR	Nayagarh	21.05.1983	DR.2016	30.06.2018	
328	Ashok Kumar Lenka	SEBC	Cuttack	26.07.1982	DR.2016	30.06.2018	
329	Chandni	UR	Jajpur	25.12.1989	DR.2016	25.06.2018	
330	Jogaranjan Nayak	UR	Cuttack	15.09.1989	DR.2016	29.06.2018	
331	Ratikanta Panda	UR	Keonjhar	07.07.1986	DR.2016	28.06.2018	
332	Swatilekha Das	UR	Khurda	31.12.1983	DR.2016	30.06.2018	
333	Suryanshu Root	UR	Boudh	21.06.1987	DR.2016	25.06.2018	
334	Pallabi Rani Raj	UR	Keonjhar	20.06.1987	DR.2016	30.06.2018	
335	Nitish Tripathy	UR	Gnajam	15.05.1987	DR.2016	09.07.2018	

336	Jyotikanta Bhujabal	UR	Khurda	26.05.1991	DR.2016	29.06.2018	
337	Abanikanta Sahoo	UR	Dhenkanal	21.10.1982	DR.2016	25.06.2018	
338	Akankshya Abhijita	UR	Balasore	12.01.1991	DR.2016	27.06.2018	
339	Jayant Kumar Jayasingh	SEBC	Khurda	27.05.1980	DR.2016	30.06.2018	
340	Sambeet Satapathy	UR	Jagatsinghpur	08.08.1989	DR.2016	23.06.2018	
341	Santanu Kumar Nayak	UR	Kendrapara	17.03.1986	DR.2016	24.06.2018	
342	Rupalika Dash	UR	Khordha	02.09.1990	DR.2016	27.06.2018	
343	Manisha Das	UR	Khurda	14.07.1991	DR.2016	10.10.2018	
344	Ansuman Dash	UR	Dhenkanal	01.06.1992	DR.2016	29.06.2018	
345	Monoswini Das	UR	Jajpur	18.07.1991	DR.2016	27.06.2018	
346	Nirlipta Mohanty	UR	Balasore	01.06.1984	DR.2016	27.06.2018	
347	Jagadish Sarangi	UR	Nayagarh	05.06.1990	DR.2016	10.10.2018	
348	Shyamal Kumar Ray	UR	Cuttack	07.09.1985	DR.2016	30.06.2018	
349	Sauvagya Behera	UR	Khurdha	27.05.1991	DR.2016	29.06.2018	
350	Poonam Rout	UR	Mayurbhanj	23.03.1990	DR.2016	27.06.2018	
351	Subhashree Tripathy	UR	Nayagarh	24.04.1987	DR.2016	30.06.2018	
352	Swarupananda Sahu	SC	Balasore	14.03.1989	DR.2016	30.06.2018	
353	Aruna Tripathy	UR	Khordha	27.08.1990	DR.2016	25.06.2018	
354	Bikash Kumar Mohanty	UR	Kendrapara	03.06.1988	DR.2016	18.07.2018	
355	Debasish Rout	UR	Khurda	27.11.1986	DR.2016	27.06.2018	
356	Pritiparna Mishra	UR	Angul	15.04.1986	DR.2016	28.06.2016	
357	Dibyendu Kumar Das	SC	Bhadrak	22.06.1992	DR.2016	26.06.2018	
358	Jitendra Kumar Mishra	UR	Balangir	15.04.1985	DR.2016	28.06.2018	
359	Saismita Upadhyaya	UR	Cuttack	28.05.1988	DR.2016	25.06.2018	
360	Smruti Ranjan Satapathy	UR	Ganjam	08.10.1991	DR.2016	30.06.2018	
361	Debasis Gouda	SEBC	Ganjam	02.10.1992	DR.2016	27.06.2018	
362	Subhasis Palata	SEBC	Cuttack	07.07.1988	DR.2016	30.06.2018	
363	Ashis Kumar Mahapatra	SEBC	Mayurbhanj	04.06.1986	DR.2016	16.07.2018	
364	Sagarika Priyadarshini	SC	Kendrapara	30.04.1987	DR.2016	02.07.2018	
365	Arabinda Behera	SC	Khurda	28.01.1983	DR.2016	30.06.2018	
366	Khitish Behera	SC	Khordha	01.05.1991	DR.2016	29.06.2018	

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367	Sipak Kumar Patra	SEBC	Puri	01.01.1985	DR.2016	30.06.2018	
368	Debendra Prasad Bal	UR	Keonjhar	19.07.1982	DR.2016	25.06.2018	
369	Sampad Kumar Dalai	SC	Kendrapara	23.08.1990	DR.2016	29.06.2018	
370	Baninivedita Swain	SEBC	Khurda	30.06.1987	DR.2016	11.07.2018	
371	Pradeep Kumar Kar	SC	Kalahandi	18.11.1984	DR.2016	30.06.2018	
372	Bedabyasa Bhoi	ST-VH	Bargarh	07.06.1981	DR.2016	13.08.2018	
373	Iswarchandra Das	SC	Mayurbhanj	04.03.1979	DR.2016	19.07.2018	
374	Partha Sarathi Hansdah	ST	Khordha	10.05.1992	DR.2016	27.06.2018	
375	Tapas Kumar Sethy	SC	Keonjhar	09.07.1991	DR.2016	28.06.2018	
376	Jayadev Das	SC	Khurdha	06.02.1994	DR.2016	25.06.2018	
377	Rubi Behera	SC	Puri	04.10.1984	DR.2016	18.07.2018	
378	Sabyasachi Behera	SC	Dhenkanal	01.07.1989	DR.2016	25.06.2018	
379	Anil Kumar Kullu	ST	Sundargarh	18.04.1990	DR.2016	29.06.2018	
380	Smruti Ranjan Mallick	SC	Balasore	04.06.1992	DR.2016	27.06.2018	
381	Sandhyanjali Majhi	SC	Khordha	08.06.1989	DR.2016	29.06.2018	
382	Suprava Das	SC	Khurda	02.07.1989	DR.2016	12.07.2018	
383	Manisha Madhulika Hembram	ST	Balasore	05.06.1992	DR.2016	28.06.2018	
384	Reena Kumari Naik	ST	Sambalpur	02.01.1991	DR.2016	30.06.2018	
385	Sanjukta Baa	ST	Sundargarh	06.05.1993	DR.2016	29.06.2018	
386	Samarjit Kar	UR-VH	Keonjhar	02.07.1984	DR.2016	29.06.2018	
387	Siba Prasad Murmu	ST	Mayurbhanj	28.09.1985	DR.2016	30.06.2018	
388	Ashwini Kumar Naik	ST	Mayurbhanj	12.11.1990	DR.2016	30.06.2018	
389	Ms Jyotsna Naik	ST	Mayurbhanj a	26.09.1994	DR.2016	29.06.2018	
390	Pradhan Tully Amma	ST	Kandhamal	26.12.1992	DR.2016	29.06.2018	
391	Kalu Majhi	ST	Keonjhar	17.05.1983	DR.2016	29.06.2018	
392	Sushreeta Tudu	ST	Mayurbhanj	23.09.1989	DR.2016	13.07.2018	
393	Niranjan Kumar Sha	ST	Sundargarh	04.06.1981	DR.2016	23.08.2018	
394	Bharatee Devi	ST	Gajapati	12.06.1993	DR.2016	30.06.2018	
395	Ashok Kumar Majhi	ST	Kalahandi	23.06.1992	DR.2016	29.06.2018	
396	Neelamadhab Majhi	ST	Kalahandi	01.02.1993	DR.2016	11.07.2018	
397	Sindhusuta Patra	ST	Kalahandi	10.07.1984	DR.2016	30.06.2018	

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398	Sukant Kumar Naik	ST	Sundargarh	10.06.1987	DR.2016	30.06.2018	
399	Snehaprabha Majhi	ST	Nabarangpur	26.09.1992	DR.2016	30.06.2018	
400	Pushpak Kumar Pradhan	ST	Kandhamal	08.08.1989	DR.2016	29.06.2018	
401	Manmath Kumar Nayak	ST	Keonjhar	13.01.1992	DR.2016	29.06.2018	
402	Madhumita Pamela Kar	UR-OH	Rayagada	15.02.1984	DR.2016	29.06.2018	
403	Dularam Marandi	ST-SP	Mayurbhanj	26.11.1977	DR.2016	29.06.2018	
404	Mitrabhanu Naik	ST	Sundargarh	25.06.1963	PR.2019	06.11.2019	
405	Ullas Kumar Sethy	SC	Jagatsinghpur	14.06.1964	PR.2019	05.11.2019	
406	Karunakar Dhinda	UR	Balasore	06.03.1966	PR.2019	04.11.2019	
407	Bhuban Kumar Satapathy	UR	Bolangir	15.06.1968	PR.2019	06.11.2019	
408	Lochan Das	SC	Cuttack	08.03.1972	PR.2019	04.11.2019	
409	Biranchi Narayan Behera (A)	SC	Angul	20.05.1971	PR.2019	07.11.2019	
410	Raj Kishore Patnayak	UR	Ganjam	30.06.1971	PR.2019	05.11.2019	
411	Laxmidhar Moharana	UR	Puri	20.05.1962	PR.2019	02.11.2019	
412	Basanta Kumar Sahani	UR	Bhadrak	22.04.1964	PR.2019	04.11.2019	
413	Biswanath Sahu	ST	Deogarh	22.08.1969	PR.2019	06.11.2019	
414	Sharat Kumar Sethi	SC	Subarnapur	10.05.1971	PR.2019	07.11.2019	
415	Latika Kumari Patel	UR	Sundargarh	10.06.1965	PR.2019	07.11.2019	
416	Prasanta Kumar Jena	UR	Puri	22.07.1966	PR.2019	02.11.2019	
417	Manoj Kumar Debta	UR	Bargarh	28.03.1971	PR.2019	05.11.2019	
418	Satyaranjan Panda	UR	Balasore	18.02.1963	PR.2019	07.11.2019	
419	Pramod Kumar Baskey	ST	Mayurbhanj	15.07.1967	PR.2019	07.12.2019	
420	Akul Chandra Naik	ST	Mayurbhanj	10.11.1962	PR.2019	07.11.2019	
421	Nilambar Suna	SC	Nuapada	25.05.1962	PR.2019	07.11.2019	
422	Bisikesan Pradhan	ST	Kandhamal	07.01.1973	PR.2019	05.11.2019	
423	Prasant Kumar Sethi	SC	Cuttack	21.06.1971	PR.2019	02.11.2019	
424	Janmejay Behera	ST	Sundargarh	10.03.1966	PR.2019	02.11.2019	
425	Biswaranjan Kanhar	ST	Kandhamal	12.06.1975	PR.2019	05.11.2019	
426	Alekha Ghuta	ST	Sambalpur	03.11.1971	PR.2019	02.11.2019	
427	Kamalakanta Panda	UR	Balasore	23.04.1965	PR.2019	29.05.2020	
428	Ayushi Mahapatra	UR	Khordha	20.12.1993	DR.2017	24.06.2019	

429	Poonam Mahapatra	UR	Khordha	09.04.1994	DR.2017	24.06.2019	
430	Manas Ranjan Tripathy	UR	Ganjam	01.05.1990	DR.2017	25.06.2019	
431	Prayasee Pradhan	UR	Cuttack	26.11.1991	DR.2017	01.07.2019	
432	M Anuradha	ST	Kandhamal	10.06.1994	DR.2017	26.06.2019	
433	Ranjit Kumar Mallick	UR	Kendrapara	15.11.1990	DR.2017	24.06.2019	
434	Sk Sagir	UR	Puri	06.04.1995	DR.2017	24.06.2019	
435	Sangram Keshari Parida	UR	Cuttack	25.04.1989	DR.2017	24.06.2019	
436	Biswajit Ray	UR	Cuttack	05.07.1986	DR.2017	24.06.2019	
437	Bikram Kishor Parida	UR	Jagatsingpu r	15.09.1986	DR.2017	22.06.2019	
438	Adal Snehalata	UR	Ganjam	25.05.1992	DR.2017	24.06.2019	
439	Rosan Satpathy	UR	Dhenkanal	27.09.1990	DR.2017	29.06.2019	
440	Sushree Sagarika Sarangi	UR	Khordha	15.06.1991	DR.2017	22.06.2019	
441	Abhisek Dash	UR	Kendrapara	17.07.1992	DR.2017	24.06.2019	
442	Nishan Mishra	UR	Khordha	22.08.1990	DR.2017	24.06.2019	
443	Tushar Jyoti Ranjan	UR	Khordha	26.03.1991	DR.2017	12.07.2019	
444	Saroj Kumar Rout	SEBC	Cuttack	15.03.1988	DR.2017	24.06.2019	
445	Pritam Kumar Tanty	SC	Sundargarh	21.05.1994	DR.2017	24.06.2019	
446	Anamika Pandey	UR	Angul	30.05.1993	DR.2017	22.06.2019	
447	Smruti Prajna Priyadarshinee	SEBC	Puri	04.06.1994	DR.2017	21.06.2019	
448	Lopamudra Samal	SEBC	Deogarh	09.04.1994	DR.2017	24.06.2019	
449	Sushree Pradhan	SEBC	Khordha	28.04.1992	DR.2017	24.06.2019	
450	Lilabati Acharjee	SC	Ganjam	15.05.1988	DR.2017	02.07.2019	
451	Rajeev Hansdah	ST	Mayurbhanj	26.01.1992	DR.2017	01.10.2019	
452	Archana Das	SC	Koraput	20.02.1990	DR.2017	26.06.2019	
453	Anup Avishek Behera	SC	Cuttack	24.05.1993	DR.2017	06.12.2019	
454	Sasi Bhusan Mahapatro	UR_D/HH	Ganjam	11.05.1984	DR.2017	26.06.2019	
455	Priyadarsinee Mallik	SC	Kendrapara	10.06.1990	DR.2017	24.06.2019	
456	Karishma Besra	ST	Khordha	22.08.1992	DR.2017	26.06.2019	
457	Pravati Jhodia	ST	Rayagada	08.06.1986	DR.2017	26.06.2019	
458	Ananta Kumar Hansda	ST	Mayurbhanj	11.01.1995	DR.2017	03.07.2019	
459	Sandhya Samarath	ST	Malkangiri	03.03.1995	DR.2017	25.06.2019	

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460	Ipsita Patra	ST	Subarnapur	23.02.1986	DR.2017	24.06.2019	
461	Suresh Chandra Panda	UR	Khordha	08.06.1967	PR.2020	23.02.2020	
462	Kulamani Nayak	UR	Bhadrak	27.05.1962	PR.2020	14.02.2020	
463	Sarat Kumar Mallick (B)	SC	Puri	08.08.1967	PR.2020	15.02.2020	
464	Ananda Kumar Panda	UR	Balangir	22.06.1966	PR.2020	18.02.2020	
465	Dhirendra Kumar Pattnaik	UR	Nayagarh	19.06.1967	PR.2020	17.02.2020	
466	Subhadarshan Mishra	UR	Jajpur	15.02.1967	PR.2020	14.02.2020	
467	Sarojkanta Nayak	UR	Kendrapara	17.01.1967	PR.2020	19.02.2020	
468	Bhabani Sankar Rath	UR	Bhadrak	01.06.1971	PR.2020	14.02.2020	
469	Rabindra Kumar Mishra	UR	Ganjam	01.06.1973	PR.2020	21.02.2020	
470	Sarbeswar Jal	SC	Balangir	21.01.1976	PR.2020	01.03.2020	
471	Sukanta Chandra Mishra	UR	Ganjam	01.04.1967	PR.2020	15.02.2020	
472	Smrutiranjan Mohapatra	UR	Cuttack	12.06.1963	PR.2020	17.02.2020	
473	Bidyadhar Pati	UR	Balasore	24.04.1967	PR.2020	24.02.2020	
474	Kshirod Kumar Panda	UR	Mayurbhanj	21.03.1963	PR.2020	13.02.2020	
475	Nihar Ranjan Mallick	UR	Kendrapara	10.04.1963	PR.2020	26.02.2020	
476	Purusottam Mirdha	ST	Balangir	15.01.1967	PR.2020	14.02.2020	
477	Sanjan Seth	SC	Bargarh	02.09.1964	PR.2020	16.11.2020	
478	Md Firoz Khan	UR	Bhadrak	02.06.1986	PR.2020	06.03.2020	
479	Jasaswini Pruthal	UR	Sundargarh	13.04.1985	PR.2020	30.09.2020	
480	Sonam Das	UR	Balasore	02.07.1989	PR.2020	19.02.2020	
481	Raghunath Panigrahi	UR	Bolangir	02.07.1978	PR.2020	27.02.2020	
482	Sitakanta Rout	UR	Cuttack	03.11.1976	PR.2020	28.04.2021	
483	Amulya Kumar Sahoo	UR	Cuttack	13.07.1977	PR.2020	14.02.2020	
484	Jyotibikash Dash	UR	Balasore	08.04.1989	PR.2020	24.02.2020	
485	Soumyashree Panigrahi	UR	Bhadrak	06.03.1985	PR.2020	15.02.2020	
486	Subhasmita Mishra	UR	Bolangir	25.06.1985	PR.2020	14.02.2020	
487	Shambhu Bhusan Mishra	UR	Sambalpur	19.05.1978	PR.2020	28.02.2020	
488	Priyanka Mallick	UR	Cuttack	22.05.1983	PR.2020	14.02.2020	
489	Achutananda Jani	UR	Ganjam	28.06.1977	PR.2020	14.02.2020	
490	Ramachandra Patnaik	UR	Khordha	07.03.1978	PR.2020	25.06.2020	

491	Debashis Samal	UR	Cuttack	28.07.1977	PR.2020	18.02.2020	
492	Pragnya Parmita Thatoi	UR	Khordha	29.07.1986	PR.2020	18.02.2020	
493	Jharana Pradhan	UR	Angul	22.06.1984	PR.2020	01.05.2020	
494	Rashmita Nath	UR	Dhenkanal	15.05.1979	PR.2020	14.02.2020	
495	Labanyendu Mohanty	UR	Jajpur	27.06.1982	PR.2020	17.02.2020	
496	Kamalakanta Behera	UR	Kendrapara	03.05.1974	PR.2020	14.02.2020	
497	Sapan Kumar Sahu	UR	Balasore	15.07.1981	PR.2020	17.02.2020	
498	Rajalaxmi Nayak	UR	Kendrapara	02.04.1977	PR.2020	15.02.2020	
499	Prabhukalyan Das	UR	Bhadrak	07.06.1980	PR.2020	14.02.2020	
500	Ajaya Shankar Chand	UR	Bargarh	25.04.1982	PR.2020	14.02.2020	
501	Rajesh Kumar Meher	UR	Nuapada	25.09.1983	PR.2020	06.03.2020	
502	Himansu Sekhar Panda	UR	Balasore	21.02.1985	PR.2020	14.02.2020	
503	Hruda Ranjan Sahoo	UR	Khordha	26.01.1987	PR.2020	26.02.2020	
504	Yasobanta Dehury	UR	Angul	30.05.1986	PR.2020	16.11.2020	
505	Choudhury Prajnananda Das	UR	Khordha	28.06.1979	PR.2020	09.06.2020	
506	Sanjaya Kumar Samantara	UR	Ganjam	10.05.1976	PR.2020	15.02.2020	
507	Manisha Gupta	UR	Kalahandi	04.04.1982	PR.2020	14.02.2020	
508	Suranjika Behera	UR	Cuttack	27.03.1986	PR.2020	14.02.2020	
509	Jyotshnarani Nayak	UR	Keonjhar	28.06.1977	PR.2020	20.02.2020	
510	Manoj Kumar Nayak	UR	Jagatsinghpur	25.05.1973	PR.2020	14.02.2020	
511	Amlan Aparajita Misra	UR	Angul	26.09.1986	PR.2020	17.02.2020	
512	Priyadarshini Jena	UR	Kendrapara	20.05.1986	PR.2020	14.02.2020	
513	Gayatree Samantaray	UR	Jagatsinghpur	03.07.1978	PR.2020	14.02.2020	
514	Purnananda Patel	UR	Nuapada	01.07.1981	PR.2020	18.02.2020	
515	Jugal Kishore Biswal	UR	Sonepur	09.06.1981	PR.2020	24.02.2020	
516	Sujay Kumar Pati	UR	Mayurbhanj	15.03.1977	PR.2020	14.02.2020	
517	Dharma Ranjan Panda	UR	Kendrapara	22.08.1980	PR.2020	14.02.2020	
518	Pralayananda Satpathy	UR	Khurda	29.10.1983	PR.2020	14.09.2020	
519	Bineeta Dash	UR	Cuttack	07.07.1989	PR.2020	16.10.2020	
520	Mamata Pradhan	UR	Sambalpur	18.07.1984	PR.2020	14.02.2020	
521	Ipsit Kumar Sahoo	UR	Puri	29.12.1985	PR.2020	29.02.2020	

522	Bimal Kumar Lenka	UR	Dhenkanal	01.06.1975	PR.2020	14.02.2020	
523	Chhabirani Sahoo	UR	Khurda	11.10.1976	PR.2020	18.02.2020	
524	Akash Ranjan Sahoo	UR	Boudh	02.06.1977	PR.2020	14.02.2020	
525	Rajesh Kumar Sahu	UR	Bargarh	19.07.1984	PR.2020	14.02.2020	
526	Smita Rath	UR	Jagatsinghpur	10.02.1986	PR.2020	17.02.2020	
527	Adyasha Rath	UR	Puri	15.07.1988	PR.2020	18.02.2020	
528	Janmejay Sahu	UR	Puri	18.02.1984	PR.2020	15.02.2020	
529	Saisasmita Hota	UR	Keonjhar	20.10.1981	PR.2020	19.02.2020	
530	Sasmita Satpathy	UR	Puri	30.06.1977	PR.2020	14.09.2020	
531	Susanta Kumar Sutar	UR	Balasore	03.03.1980	PR.2020	19.02.2020	
532	Asmita Dash	UR	Keonjhar	01.07.1987	PR.2020	14.02.2020	
533	Zyotsna Ranny Patraw	UR	Khordha	23.12.1986	PR.2020	14.02.2020	
534	Kabiraj Pradhan	UR	Ganjam	04.06.1972	PR.2020	14.02.2020	
535	Smitanjali Das	UR	Khordha	07.07.1986	PR.2020	18.02.2020	
536	Narmada Nayak	UR	Ganjam	29.03.1970	PR.2020	15.09.2020	
537	Suvendu Kumar Jena	UR	Jagatsinghpur	07.06.1975	PR.2020	21.03.2020	
538	DasarathI Jena	UR	Cuttack	25.05.1974	PR.2020	18.02.2020	
539	Pabitra Kumar Behera	UR	Jajpur	29.02.1976	PR.2020	14.02.2020	
540	Mamtaj Moharana	UR	Jagatsinghpur	22.10.1977	PR.2020	17.02.2020	
541	Jayanta Sahu	UR	Bargarh	04.07.1977	PR.2020	15.09.2020	
542	Priyadarsini Swain	UR	Nayagarh	11.07.1988	PR.2020	30.09.2020	
543	Prasanna Kumar Patel	UR	Sundargarh	27.06.1973	PR.2020	22.01.2021	
544	Pravati Maharana	UR	Ganjam	07.06.1975	PR.2020	27.11.2020	
545	Bijayita Samantasinghar	UR	Khordha	14.11.1980	PR.2020	15.02.2020	
546	Priyaranjan Kumar	SC	Bargarh	14.07.1977	PR.2020	14.02.2020	
547	Tanushree Samal	UR	Jajpur	12.03.1980	PR.2020	14.02.2020	
548	Purna Chandra Naik	SC	Kalahandi	01.07.1975	PR.2020	14.02.2020	
549	Subrat Kumar Behera	UR	Bhadrak	05.10.1972	PR.2020	14.02.2020	
550	Purandar Nanda	SC	Bolangir	11.07.1982	PR.2020	30.03.2020	
551	Sangram Keshari Bhal	UR	Khordha	18.06.1971	PR.2020	26.03.2020	
552	Gitika Naik	UR	Sundargarh	11.06.1984	PR.2020	14.02.2020	

553	N N Rajalaxmi Ojha	UR	Jajpur	01.01.1980	PR.2020	14.02.2020	
554	Dibyasankar Jayapuria	SC	Sambalpur	08.04.1982	PR.2020	22.09.2020	
555	Alak Kumar Anugulia	SC	Malkangiri	16.07.1985	PR.2020	20.02.2020	
556	Jagadish Chandra Mahanand	SC	Sundargarh	27.03.1979	PR.2020	04.03.2020	
557	Chandramani Nag	SC	Kalahandi	01.05.1975	PR.2020	16.03.2020	
558	Kshirod Bihari Bharat Nag	SC	Kalahandi	03.05.1983	PR.2020	11.05.2020	
559	Kulamani Ranbida	SC	Jharsuguda	15.04.1977	PR.2020	19.02.2020	
560	Sandhya Rani Guru	SC	Jajpur	19.06.1980	PR.2020	14.02.2020	
561	Saisri Lokanath Prasad Sethi	SC	Cuttack	01.03.1976	PR.2020	14.09.2020	
562	Rabindra Kumar Sethy	SC	Keonjhar	12.03.1976	PR.2020	30.04.2021	
563	Ranjan Kumar Manseth	SC	Kandhamal	17.07.1987	PR.2020	16.02.2020	
564	Parsuram Panda	UR	Subarnapur	01.07.1980	PR.2020	22.10.2020	
565	Charulata Singh	ST	Mayurbhanj	15.05.1983	PR.2020	14.02.2020	
566	Diptimayee Behera	SC	Cuttack	17.08.1988	PR.2020	11.03.2020	
567	Sukanta Kumar Patnaik	UR	Ganjam	16.07.1978	PR.2020	18.09.2020	
568	Himanchal Majhi	ST	Nabarangpur	13.08.1986	PR.2020	19.02.2020	
569	Sofi Sainika	SC	Kendrapara	10.06.1987	PR.2020	14.02.2020	
570	Pramila Malik	SC	Balasore	21.01.1984	PR.2020	14.02.2020	
571	Sukanti Mallick	SC	Balasore	10.05.1979	PR.2020	15.09.2020	
572	Debendra Kumar Rout	ST	Bargarh	30.12.1983	PR.2020	17.02.2020	
573	Sarat Soboro	ST	Rayagada	10.02.1979	PR.2020	06.03.2020	
574	Basanti Sethy	SC	Khordha	28.03.1977	PR.2020	14.02.2020	
575	Nutan Seth	SC	Bolangir	01.01.1989	PR.2020	14.09.2020	
576	Swapnita Nayak	SC	Kandhamal	08.06.1987	PR.2020	13.02.2020	
577	Dinesh Kumar Naik	ST	Mayurbhanj	20.08.1979	PR.2020	15.09.2020	
578	Tapan Kumar Mohapatra	UR	Cuttack	13.07.1975	PR.2020	14.02.2020	
579	Madhusmita Behera	SC	Ganjam	22.06.1989	PR.2020	14.09.2020	
580	Hrushikesh Gond	ST	Nawarangpur	03.07.1984	PR.2020	06.07.2020	
581	Nagendra Nath Majhi	ST	Mayurbhanj	04.03.1975	PR.2020	01.01.2021	
582	Pramod Chandra Meher	ST	Bargarh	12.06.1979	PR.2020	14.02.2020	
583	Monica Priyadarsini	ST	Ganjam	26.09.1987	PR.2020	14.02.2020	

584	Bijaya Kumar Mandangi	ST	Rayagada	22.06.1979	PR.2020	17.02.2020	
585	Suman Minj	ST	Sundargarh	30.10.1982	PR.2020	28.02.2020	
586	Harekrishna Bariha	ST	Bargarh	23.02.1983	PR.2020	01.03.2020	
587	Reena Pradhan	ST	Gajapati	25.12.1979	PR.2020	14.02.2020	
588	Subhadra Mundika	ST	Rayagada	05.01.1982	PR.2020	01.03.2020	
589	Akshyaya Kumar Bagh	ST	Jharsuguda	27.06.1973	PR.2020	15.02.2020	
590	Bercius Dungdung	ST	Sundargarh	29.09.1982	PR.2020	15.05.2020	
591	Ramkrishna Nayak	ST	Koraput	05.05.1975	PR.2020	06.03.2020	
592	Subhranjali Pradhan	ST	Kandhamal	28.06.1986	PR.2020	14.02.2020	
593	Lilabati Nayak	ST	Mayurbhanj	25.08.1986	PR.2020	13.05.2020	
594	Pratima Ping	ST	Jharsuguda	02.07.1981	PR.2020	19.02.2020	
595	Gouri Naik	ST	Keonjhar	04.07.1981	PR.2020	14.02.2020	
596	Basundhara Bhitria	ST	Sundargarh	28.03.1982	PR.2020	14.02.2020	
597	Chitta Ranjan Pattanaik	UR	Jagatsinghpur	10.06.1963	PR.2020	17.02.2020	
598	Haripada Mandal	SC	Malkangiri	07.02.1964	PR.2020	30.11.2020	
599	Pradipta Kumar Satpathy	UR	Cuttack	12.04.1962	PR.2020	28.10.2020	
600	Jitendra Mahakud	UR	Sundargarh	12.02.1962	PR.2020	14.02.2020	
601	Atala Bihari Swain	UR	kendrapara	14.06.1963	PR.2020	12.06.2020	
602	Ratan Kumar Acharya	UR	Angul	09.06.1963	PR.2020	14.02.2020	
603	Sasanka Patra	ST	Ganjam	03.01.1968	PR.2020	01.01.2021	
604	Rabindra Routa	UR	Rayagada	20.07.1963	PR.2020	19.02.2020	
605	Rajendra Narayan Kar	UR	Balasore	23.04.1965	PR.2020	18.02.2020	
606	Laxmidhar Sahoo	UR	Nayagarh	07.04.1965	PR.2020	29.02.2020	
607	Panchanan Malik	SC	Kendrapara	27.04.1966	PR.2020	04.05.2020	
608	Sasank Kumar Mishra	UR	Ganjam	15.03.1962	PR.2020	28.02.2020	
609	Kishore Chandra Das	UR	Puri	11.05.1963	PR.2020	27.03.2020	
610	Rohita Bhoi	ST	Balangir	08.02.1969	PR.2020	30.03.2020	
611	Hemanta Kumar Nayak	ST	Sundargarh	13.01.1962	PR.2020	25.09.2020	
612	Dhobei Nayak	SC	Puri	23.03.1968	PR.2020	14.02.2020	
613	Laxmi Narayan Sabat	UR	Ganjam	05.07.1965	PR.2020	14.02.2020	
614	Bholanath Sethy	SC	Cuttack	03.01.1967	PR.2020	16.03.2020	

615	Sitaram Bhoi	ST	Sambalpur	01.07.1968	PR.2020	19.02.2020	
616	Mukteswar Panigrahi	UR	Boudh	07.02.1971	PR.2020	14.02.2020	
617	Dillip Kumar Sahu	UR	Nayagarh	15.03.1966	PR.2020	24.02.2020	
618	Jugal Kshore Mishra	UR	Nayagarh	29.06.1962	PR.2020	26.03.2020	
619	Ashesa Kumar Nayak	UR	Dhenkanal	06.07.1966	PR.2020	17.02.2020	
620	Premananda Behera	SC	Kendrapara	05.04.1967	PR.2020	14.09.2020	
621	Prasant Kumar Panda	UR	Cuttack	25.02.1975	PR.2020	28.02.2020	
622	Babaji Charan Singh	ST	Balasore	05.03.1972	PR.2020	18.02.2020	
623	Kalakrushna Pradhan	ST	Kandhamal	12.04.1971	PR.2020	16.09.2020	
624	Asit Kumar Mohanty	UR	Cuttack	02.07.1967	PR.2020	19.02.2020	
625	Debendra Kumar Sahu	UR	Ganjam	09.10.1962	PR.2020	15.02.2020	
626	Narayan Mishra	UR	Ganjam	15.08.1965	PR.2020	07.03.2020	
627	Saroj Kumar Swain	UR	kendrapara	10.05.1963	PR.2020	14.02.2020	
628	Premananda Mahapatra	UR	Boudh	02.05.1963	PR.2020	19.02.2020	
629	Patitapaban Debata	UR	Angul	01.03.1965	PR.2020	01.05.2020	
630	Anil Kumar Panigrahi	UR	Dhenkanal	10.07.1964	PR.2020	14.02.2020	
631	Tapas Rout	UR	Kandhamal	07.06.1968	PR.2020	20.02.2020	
632	Abhimanyu Kabi Satpathy	UR	Dhenkanal	26.05.1965	PR.2020	26.03.2020	
633	N.Jagajeeban Choudhury	UR	Koraput	22.07.1966	PR.2020	01.01.2021	
634	Manas Ranjan Patnaik	UR	Cuttack	12.01.1963	PR.2020	17.02.2020	
635	Biswaranjan Biswas	UR	Jagatsinghpur	02.06.1968	PR.2020	17.06.2020	
636	Chakradhar Padhi	UR	Cuttack	07.06.1968	PR.2020	14.02.2020	
637	Alok Kumar Nag	UR	Puri	06.07.1965	PR.2020	14.02.2020	
638	Nabin Kishore Padhi	UR	Balangir	03.06.1967	PR.2020	17.02.2020	
639	Bhajanananda Sahoo	UR	Dhenkanal	17.04.1964	PR.2020	14.02.2020	
640	Uma Prasad Dash	UR	Rayagada	06.06.1965	PR.2020	14.02.2020	
641	Radha Ranjan Das	UR	Mayurbhanj	20.02.1968	PR.2020	18.02.2020	
642	Jashobanta Behera	UR	Mayurbhanj	02.07.1963	PR.2020	14.02.2020	
643	Ashwini Kumar Panda	UR	Sundargarh	25.06.1966	PR.2020	14.02.2020	
644	Laxmidhar Rout	UR	Dhenkanal	29.06.1972	PR.2020	17.02.2020	
645	Siba Mallik	SC	Kendrapara	10.07.1966	PR.2020	29.02.2020	

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646	Babulu Perei	SC	Keonjhar	20.05.1967	PR.2020	26.02.2020	
647	Arjuna Pradhan	ST	Boudh	15.01.1975	PR.2020	25.02.2020	
648	Asalata Pattnaik	UR	Kendrapara	14.10.1962	PR.2020	01.01.2021	
649	Debasis Kar	UR	Sambalpur	02.01.1967	PR.2020	21.02.2020	
650	Narayan Mohapatra	UR	Puri	25.06.1966	PR.2020	02.03.2020	
651	Akshaya Kumar Pattnaik	UR	Puri	23.04.1962	PR.2020	14.02.2020	
652	Sumati Panda	UR	Bargarh	02.06.1969	PR.2020	14.02.2020	
653	Reena Naik	ST	Sundargarh	20.06.1969	PR.2020	17.02.2020	
654	Kuntirani Naik	UR	Sundargarh	10.03.1971	PR.2020	15.02.2020	
655	Biswakesan Pandey	UR	Sambalpur	12.04.1969	PR.2020	15.02.2020	
656	Namita Barik	UR	Kendrapara	22.06.1971	PR.2020	01.01.2021	
657	Amiya Kumar Panda	UR	kendrapara	11.07.1972	PR.2020	14.02.2020	
658	Bijay Kumar Sahoo	UR	Cuttack	05.05.1963	PR.2020	05.06.2020	
659	Pradeep Kumar Sahu	UR	Nayagarh	26.06.1967	PR.2020	14.02.2020	
660	Aswini Kumar Bhuyan	UR	Kendrapara	14.05.1966	PR.2020	14.02.2020	
661	Santosh Kumar Pati(A)	UR	Khordha	05.06.1969	PR.2020	07.03.2020	
662	Umakanta Nayak	UR	Kendrapara	25.11.1964	PR.2020	14.02.2020	
663	Goura Chandra Pattnaik	UR	Rayagada	16.12.1966	PR.2020	14.02.2020	
664	Tapan Ku.Senapati	UR	Kendrapara	26.06.1967	PR.2020	28.02.2020	
665	Trupti Mohanty	UR	Jagatsinghpur	14.07.1969	PR.2020	24.06.2020	
666	Anadi Charan Sahoo	UR	Angul	02.10.1964	PR.2020	14.02.2020	
667	Rajib Lochan Parida	UR	Bhadrak	14.04.1964	PR.2020	04.03.2020	
668	Niranjan Sahu	UR	Jajpur	25.07.1968	PR.2020	14.02.2020	
669	Debendra Kumar Satpathy	UR	Bhadrak	27.02.1963	PR.2020	02.03.2020	
670	Shyamal Kumar Das	UR	Bhadrak	25.05.1966	PR.2020	14.02.2020	
671	Bibekananda Sahoo	UR	Dhenkanal	05.08.1971	PR.2020	19.02.2020	
672	Ashwini Kumar Das	UR	Kendrapara	24.06.1976	PR.2020	14.02.2020	
673	Hemendra Narayan Mohanty	UR	Khordha	08.05.1965	PR.2020	12.10.2020	
674	Prafulla Chandra Dakua	UR	Kandhamal	30.06.1964	PR.2020	14.02.2020	
675	Ajaya Ku. Mohanty(A)	UR	Jagatsinghpur	08.08.1968	PR.2020	28.02.2020	
676	Manoranjan Panigrahi	UR	Balangir	04.11.1966	PR.2020	06.03.2020	

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677	Narayan Sahoo	UR	Balangir	10.05.1965	PR.2020	20.02.2020	
678	Arun Kumar Das	UR	Khordha	06.03.1968	PR.2020	24.02.2020	
679	Premananda Urma	SC	Jharsuguda	08.07.1969	PR.2020	14.02.2020	
680	Prasanta Kumar Mohapatra	UR	Sambalpur	10.05.1968	PR.2020	19.02.2020	
681	Kailash Chandra Tripathy	UR	Rayagada	15.07.1969	PR.2020	03.03.2020	
682	Basanta Kumar Hati	SC	Sambalpur	24.06.1971	PR.2020	16.02.2020	
683	Samira Behera	SC	Puri	15.05.1971	PR.2020	31.12.2020	
684	Jagabandhu Mallick	SC	Balasore	11.03.1970	PR.2020	01.01.2021	
685	Satyanath Naik	ST	Mayurbhanj	17.07.1969	PR.2020	17.02.2020	
686	Paramananda Khandei	ST	Mayurbhanj	07.09.1971	PR.2020	17.02.2020	
687	Kanhu Charan Ghadei	SC	Khurda	04.07.1970	PR.2020	31.12.2020	
688	Pradipa Kumar Sethy	SC	Jajpur	10.07.1970	PR.2020	31.12.2020	
689	Dillip Kumar Sethy	SC	Kendrapara	15.02.1970	PR.2020	01.01.2021	
690	Sagar Chandra Murmu	ST	Mayurbhanj	01.03.1966	PR.2020	24.09.2020	
691	Rabinarayan Acharya	UR	Kendrapara	27.05.1969	PR.2020	07.03.2020	
692	Satyaban Nayak	UR	Balasore	23.09.1970	PR.2020	18.02.2020	
693	Kartik Kumar Das	UR	Balasore	04.05.1965	PR.2020	14.02.2020	
694	Ajaya Kumar Mohanty(B)	UR	Jagatsinghpur	03.07.1969	PR.2020	14.02.2020	
695	Sitangsu Sekhar Das	UR	Balasore	20.06.1971	PR.2020	14.02.2020	
696	Narayan Sahu	UR	Cuttack	12.04.1978	PR.2020	26.03.2020	
697	Kshetramohan Swain	UR	Jagatsinghpur	06.03.1965	PR.2020	17.02.2020	
698	Umesh Ch. Ojha	UR	Kendrapara	29.06.1975	PR.2020	14.02.2020	
699	Manas Ranjan Swain	UR	Cuttack	14.04.1962	PR.2020	30.04.2020	
700	Muralidhar Urmal	SC	Sundergarh	02.03.1969	PR.2020	01.01.2021	
701	Sarat Chandra Nayak	SC	Ganjam	07.10.1963	PR.2020	31.12.2020	
702	Tridev Kumar Pradhan	UR	Sundargarh	27.05.1963	PR.2020	11.06.2021	
703	Smruti Ranjan Sahu	UR	Keonjhar	20.06.1970	PR.2020	01.01.2021	
704	Anil Kumar Hota	UR	Sambalpur	21.09.1962	PR.2020	01.05.2020	
705	Bhabani Sankar Mishra	UR	Ganjam	08.03.1963	PR.2020	16.11.2020	
706	Santosh Kumar Sahoo	SC	Jagatsinghpur	03.08.1965	PR.2020	01.01.2021	
707	Sanatan Acharya	UR	Cuttack	16.02.1962	PR.2020	16.11.2020	

708	Mahendra Kumar Behera	UR	Balasore	12.01.1963	PR.2020	18.02.2020	
709	Dipak Kumar Das	UR	Balasore	02.01.1965	PR.2020	17.02.2020	
710	Dibakara Bag	SC	Kalahandi	01.07.1966	PR.2020	01.01.2021	
711	Tripura Mahanandia	SC	Kandhamal	14.01.1969	PR.2020	18.03.2021	
712	Bijaya Kumar Pradhan	ST	Kandhamal	23.06.1966	PR.2020	12.10.2020	
713	Pramod Kumar Ray	UR	Khordha	07.03.1962	PR.2020	01.01.2021	
714	Biswambar Rath	UR	Ganjam	03.05.1963	PR.2020	14.02.2020	
715	Bhaskar Chandra Sahu	UR	Ganjam	15.04.1965	PR.2020	24.02.2020	
716	Sadasiva Bhatra	ST	Koraput	26.08.1964	PR.2020	25.09.2020	
717	Kirti Chandra Padhan	UR	Kalahandi	19.07.1967	PR.2020	14.02.2020	
718	Dhoba Naik	UR	Khordha	22.06.1962	PR.2020	15.02.2020	
719	Sailendra Prasad Mohanty	UR	Kendrapara	05.12.1963	PR.2020	14.02.2020	
720	Prasanta Kumar Samantaray	UR	Puri	17.01.1962	PR.2020	09.10.2020	
721	Madhu Sudhan Nayak	UR	Kendrapara	09.05.1965	PR.2020	07.03.2020	
722	Smaran Kumar Prusty	UR	Bhadrak	28.12.1962	PR.2020	18.02.2020	
723	Sankar Pattanayak	UR	Mayurbhanj	12.11.1965	PR.2020	01.01.2021	
724	Binod Chandra Panda	UR	Mayurbhanj	10.06.1968	PR.2020	01.01.2021	
725	Susanta Kumar Mishra	UR	Dhenkanal	26.06.1967	PR.2020	01.01.2021	
726	Ramakrushna Mohanty	UR	Jajpur	18.04.1963	PR.2020	01.01.2021	
727	Ayub Mandal	ST	Gajapati	06.05.1964	PR.2020	24.02.2020	
728	Saroj Kumar Pruseth	UR	Sundergarh	30.07.1964	PR.2020	01.01.2021	
729	Raj Kishore Mohapatra	UR	Nayagarh	27.06.1962	PR.2020	01.01.2021	
730	Susanta Kumar Rana	UR	Cuttack	04.02.1966	PR.2020	31.12.2020	
731	Umakanta Biswal	UR	Cuttack	10.06.1972	PR.2020	01.01.2021	
732	Rabindra Kumar Pradhan(B)	UR	Cuttack	07.05.1969	PR.2020	01.01.2021	
733	Sahadeb Sahoo	UR	Nayagarh	09.06.1969	PR.2020	01.01.2021	
734	Aditya Prasad Mishra	UR	Boudh	01.06.1965	PR.2020	01.01.2021	
735	Kartika Nath Mandal	UR	Balasore	21.03.1974	PR.2020	01.01.2021	
736	Lambodar Marndi	ST	Dhenkanal	05.02.1972	PR.2020	14.02.2020	
737	Shyam Sundar Sahoo	UR	Dhenkanal	11.06.1964	PR.2020	01.01.2021	
738	Siva Prasad Pattnaik	UR	Gajapati	05.12.1971	PR.2020	31.12.2020	

739	Binod Kumar Naik	UR	Sonepur	26.06.1973	PR.2020	01.01.2021	
740	Manoj Kumar Padhy	UR	Ganjam	01.06.1964	PR.2020	01.01.2021	
741	Buna Pradhan	ST	Kandhamal	01.07.1973	PR.2020	18.12.2020	
742	Shankarsan Padhan	UR	Bolangir	05.09.1964	PR.2020	01.01.2021	
743	Jyotirmaya Kar	UR	Cuttack	10.07.1971	PR.2020	01.01.2021	
744	Gopakrushna Mohanty	UR	Nayagarh	20.05.1962	PR.2020	01.01.2021	
745	Banabihari Dinda	UR	Kandhamal	25.05.1972	PR.2020	01.01.2021	
746	Binod Bihari Behera	UR	Dhenkanal	02.06.1965	PR.2020	01.01.2021	
747	Artatrana Thati	UR	Bolangir	20.05.1969	PR.2020	01.01.2021	
748	Manoj Kumar Meher	ST	Subarnapur	16.06.1976	PR.2020	18.02.2020	
749	Narasingh Gadaba	ST	Nabarangpur	20.05.1971	PR.2020	17.02.2020	
750	Sahadev Kutruka	ST	Rayagada	09.05.1970	PR.2020	26.02.2020	
751	Malaya Kumar Naik	ST	Keonjhar	26.05.1970	PR.2020	14.02.2020	
752	Loknath Sabar	ST	Nuapada	09.07.1974	PR.2020	16.03.2020	
753	Iswar Chandra Sahu	UR	Ganjam	29.06.1965	PR.2020	12.01.2021	
754	Bhagabat Prasad Mohapatra	UR	Balasore	13.12.1968	PR.2020	01.01.2021	
755	Bharat Chandra Parida	UR	Kendrapara	02.02.1970	PR.2020	01.01.2021	
756	Sudhansu Sekhar Sao	UR	Jajpur	23.08.1965	PR.2020	01.01.2021	
757	Sibabrata Tripathy	UR	Keonjhar	01.07.1975	PR.2020	01.01.2021	
758	Biranchi Narayan Behera	UR	Nayagarh	22.01.1967	PR.2020	31.12.2020	
759	Dillip Kumar Sarangi	UR	Nayagarh	29.05.1969	PR.2020	31.12.2020	
760	Subrata Rambhiram Satpathy	UR	Cuttack	01.02.1972	PR.2020	31.12.2020	
761	Debadatta Dash	UR	Cuttack	28.06.1973	PR.2020	01.01.2021	
762	Ashwini Kumar Nayak	UR	Balasore	05.07.1974	PR.2020	31.12.2020	
763	Padmanava Purohit	UR	Balangir	31.12.1964	PR.2020	01.01.2021	
764	Priyabrata Das	UR	Sundergarh	23.05.1969	PR.2020	01.01.2021	
765	Dillip Kumar Nayak	UR	Kendrapara	10.05.1967	PR.2020	01.01.2021	
766	Sangram Keshari Jena	UR	Khurda	14.04.1966	PR.2020	31.12.2020	
767	Subhendu Pattnaik	UR	Puri	25.06.1969	PR.2020	31.12.2020	
768	Binay Kumar Patel	UR	Sundargarh	27.12.1967	PR.2020	31.12.2021	
769	Hitansu Sekhar Samal	UR	Jajpur	01.01.1966	PR.2020	31.12.2020	

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770	Sarat Kumar Patro	ST	Ganjam	01.05.1966	PR.2020	15.02.2020	
771	Mrutyunjay Tripathy	UR	Mayurbhanj	04.11.1970	PR.2020	31.12.2020	
772	Gopinath Mishra	UR	Puri	16.04.1965	PR.2020	31.12.2020	
773	Hrushikesh Tripathy	UR	Puri	09.01.1966	PR.2020	31.12.2020	
774	Satyajeet Sahoo	UR	Jagatsinghpur	01.06.1968	PR.2020	01.01.2021	
775	Kunja Bihari Badajena	UR	Khurda	03.07.1971	PR.2020	31.12.2020	
776	Pabitra Kumar Samal	UR	Dhenkanal	05.06.1968	PR.2020	31.12.2020	
777	Dipak Kumar Rout	UR	Jajpur	14.04.1967	PR.2020	01.01.2021	
778	Jayajagat Sahu	UR	Bargarh	26.06.1970	PR.2020	31.12.2020	
779	Guru Charan Malla	UR	Kendrapara	16.11.1965	PR.2020	01.01.2021	
780	Mahendra Kumar Badhai	UR	Bargarh	20.07.1969	PR.2020	31.12.2020	
781	Praful Kumar Oddu	ST	Koraput	01.07.1973	PR.2020	17.02.2020	
782	Sarikarani Dhamel	ST	Sundargarh	26.05.1977	PR.2020	13.03.2020	
783	Debasis Panda	UR	Sundargarh	13.07.1995	DR.2018	04.08.2020	
784	Rituparna Mohapatra	UR	Khordha	23.10.1994	DR.2018	04.08.2020	
785	Akash Kumar Panda	UR	Balasore	10.07.1993	DR.2018	04.08.2020	
786	Santoshini Dash	UR	Khordha	19.09.1995	DR.2018	04.08.2020	
787	Narayani Priyadarshini Panda	UR	Sundargarh	04.09.1994	DR.2018	04.08.2020	
788	Satabdi Ray	UR	Khordha	15.03.1992	DR.2018	04.08.2020	
789	Damayanti Sahoo	UR	Kendrapara	05.06.1994	DR.2018	04.08.2020	
790	Shakti Mohapatra	UR	Nabarangpur	25.05.1994	DR.2018	04.08.2020	
791	Smaranika Tulo	UR	Rayagada	06.12.1994	DR.2018	04.08.2020	
792	Rashmi Ranjan Rout	UR	Jajpur	06.05.1991	DR.2018	04.08.2020	
793	Pratik Sahoo	UR	Balasore	27.04.1992	DR.2018	12.08.2020	
794	Sarthak Sourav Mohapatra	UR	Khordha	02.04.1991	DR.2018	12.08.2020	
795	Sarada Prasanna Panda	UR	Dhenkanal	01.07.1993	DR.2018	04.08.2020	
796	Prangya Priyadarsini	UR	Khordha	26.05.1996	DR.2018	04.08.2020	
797	Chinmaya Das	UR	Kalahandi	05.07.1992	DR.2018	04.08.2020	
798	Akash Pattnaik	UR	Khordha	10.08.1992	DR.2018	04.08.2020	
799	Ashis Tripathy	UR	Nayagarh	01.02.1993	DR.2018	04.08.2020	
800	Priti Ranjan Rath	UR	Ganjam	24.04.1993	DR.2018	04.08.2020	

801	Abinash Biswajit Sethy	SC	Keonjhar	14.07.1993	DR.2018	04.08.2020	
802	Aishwarya Bhuyan	UR	Sundargarh	24.10.1992	DR.2018	04.08.2020	
803	Raja Ranjit Pratap Bal	UR	Bhadrak	20.06.1991	DR.2018	04.08.2020	
804	Rajiv Das	UR	Koraput	14.09.1985	DR.2018	07.08.2020	
805	Binoy Kumar Patel	UR	Sambalpur	10.12.1989	DR.2018	04.08.2020	
806	Abhishek Sahu	UR	Koraput	01.08.1993	DR.2018	04.08.2020	
807	Annanya Tripathy	UR	Khordha	14.08.1993	DR.2018	04.08.2020	
808	Soumya Ranjan Swain	UR	Bhadrak	05.04.1994	DR.2018	04.08.2020	
809	Ashutosh Mishra	UR	Cuttack	31.12.1993	DR.2018	04.08.2020	
810	Avipsa Mohanty	UR	Cuttack	02.06.1992	DR.2018	04.08.2020	
811	Dibya Mohanty	UR	Balasore	18.02.1992	DR.2018	04.08.2020	
812	Kaberi Muduli	UR	Kendrapara	19.03.1993	DR.2018	04.08.2020	
813	Arunima Sahoo	SEBC	Khordha	05.03.1991	DR.2018	04.08.2020	
814	Nibedita Parida	SEBC	Puri	02.07.1989	DR.2018	04.08.2020	
815	Narayan Behera	SC	Ganjam	08.03.1994	DR.2018	04.08.2020	
816	Suvasnnigdha Sethi	SC	Khordha	27.01.1995	DR.2018	04.08.2020	
817	Denish Behera	SC	Sundargarh	28.02.1995	DR.2018	04.08.2020	
818	Gyanaranjan Sahoo	SEBC	Jajpur	01.07.1991	DR.2018	04.08.2020	
819	Ankita Barik	SEBC	Khordha	31.05.1991	DR.2018	04.08.2020	
820	Rahul Mandal	SC	Bhadrak	29.01.1995	DR.2018	04.08.2020	
821	Bikasha Ch Sahu	SEBC	Deogarh	16.09.1995	DR.2018	04.08.2020	
822	Monalisha Acharjee	SC	Ganjam	20.08.1990	DR.2018	04.08.2020	
823	Sucharita Mugri	SC	Bolangir	08.06.1990	DR.2018	04.08.2020	
824	Sushree Supriya	SC	Jajpur	08.04.1994	DR.2018	04.08.2020	
825	Rosalin Behera	SC	Jajpur	19.10.1994	DR.2018	04.08.2020	
826	Binita Bijayeeni	SC	Mayurbhanj	30.03.1992	DR.2018	04.08.2020	
827	G Rashmirekha	ST	Nabarangpur	08.09.1996	DR.2018	04.08.2020	
828	Gyanaranjan Majhi	ST	Rayagada	15.06.1995	DR.2018	04.08.2020	
829	Subhakanta Naik	ST	Mayurbhanj	25.06.1995	DR.2018	04.08.2020	
830	Jyotirmayee Pradhan	ST	Jharsuguda	06.11.1994	DR.2018	04.08.2020	
831	Madhusmita Singh	ST	Mayurbhanj	30.10.1994	DR.2018	04.08.2020	

832	Dhruba Charan Muduli	ST	Koraput	10.12.1991	DR.2018	04.08.2020	
833	Sanghamitra Kalo	ST	Sambalpur	15.02.1996	DR.2018	04.08.2020	
834	Tanmaya Ranjan Jena	SEBC-PWD	Jajpur	26.01.1991	DR.2018	04.08.2020	
835	Chandan Kumar Bhoi	ST	Bargarh	07.07.1983	DR.2018	05.11.2020	
836	Bhabani Pradhan	ST	Kandhamal	07.09.1995	DR.2018	04.08.2020	
837	Shiv Shankar Murmu	ST	Mayurbhanj	28.06.1989	DR.2018	04.08.2020	
838	Upanjali Majhi	ST	Bolangir	07.06.1994	DR.2018	04.08.2020	
839	Ku Tapaswini Hansdah	ST	Khordha	19.11.1996	DR.2018	04.08.2020	
840	Sagar Palo	UR-SP	Cuttack	27.08.1991	DR.2018	04.08.2020	
841	Prasanti Pradhan	ST	Sundargarh	06.07.1983	DR.2018	04.08.2020	
842	Gouranga Charan Ghosh	SEBC-PWD	Balasore	12.01.1975	DR.2018	04.08.2020	
*	Prasanna Kumar Senapati	UR	Bhadrak	11.06.1963		31.12.2010 retrospectively, but joined on 22.10.2019	Case / inter-se-seniority is subject to outcome of SLP(C) No. 23337-23338 of 2019
**	Dillip Kumar Bara	ST	Sundargarh	27.04.1980	PR.2015	09.11.2015	Case is subject to further Govt. order

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