

4 (Services)

RTI / URGENT
BY SPECIAL MESSENGER

Government of Odisha
General Administration & Public Grievance
Department

No GAD-SER2-RTI-0005-2021-¹⁴³⁵ /RTI. BBSR, dated the ¹³ January, 2021

From,
Shri Abanikant Pattanaik,
Additional Secretary to Government

To,
P.I.O.(Nodal)-cum-Deputy Secretary to Government,
G.A. & P.G. Department


Sub- Proactive disclosure of information u/s 4(1) (b) & (c) most specifically sub-section (vi) of the RTI Act, 2005.

Ref – Letter No. 1051 dated 11/01/2021

Sir,

In inviting a reference to the letter cited above on the captioned subject I am directed to enclose herewith the latest information related to Services-II Section for necessary compliance at your end in the matter of proactive disclosure of information u/s 4(1) (b) & (c) most specifically sub-section (vi) of the RTI Act, 2005.

Yours faithfully


Additional Secretary to Government

SERVICES - II Branch

4(1)(b)(i) – Branch – Services-II

Function – Deal with Establishment matters of Senior OAS officers of rank Gr-A(SB) and Above.

ii) – List of Employees of this Branch along with Designation

Sl No.	Name of the Employee, Designation & Branch	Name and Designation of the PIOs with concerned Branch	Name of the Branches & Officer with Contact No. both (O) & (M)	Functions of the Branches
1.	Shri Abanikant Pattanaik, Additional Secretary to Government	Shri Prakash Chandra Kuanr , (PIO & Under Secretary to Government)	0674-2322388	All Establishment matters of Senior OAS Officers of Gr-A(SB) and above rank.
2	Shri Prakash Chandra Kuanr, Under Secretary to Government			
3	Shri Deba Prasad Mishra, Section Officer			
4	Shri Manoj Kumar Patanaik, Section Officer			
5	Shri Eswar Prasad Choudhury, Assistant Section Officer			
6	Miss Preeti Manjari Bhanja, Assistant Section Officer			
7	Shri Susant Kumar Nayak, Assistant Section Officer			
8	Miss Sanjukta Haripal, Assistant Section Officer			
9	Miss Aratibala Panda, Assistant Section Officer			

JAB

v) The rules, regulations used by the employee of this branch are available on

<https://www.gaodisha.gov.in/rules-of-service-condition>, website of GA & PG Department.

vi) Statement of the categories of documents held by Services-II Branch

1. Personal files of Senior OAS Officers.
2. Pension files of Senior OAS Officers
3. Promotion and Transfer Posting files of Senior OAS Officers
4. Transfer & Posting matters of OSS officers (Under Secretary & above Ranked)
5. Deputation files of Senior OAS Officers
6. Disciplinary Proceeding files of Senior OAS Officers
7. Files related to Conduct of OCS Examination.
8. Files on amendment of Odisha Government Rules of Business.

viii) The Boards / Committees of this Branch are following

1. Selection Board Meeting

The meetings are not open to the public, but their minutes are accessible for public after action has been completed on their recommendations.

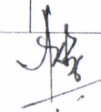


Information on officers working under administrative control of Service-II Branch in connection with Proactive Disclosure of RTI applications

MANUAL-9 (Directory of Officers & employees)

U/S-4(1)(b)(ix)

Sl. No.	Name	Designation	Sth Code	Phone no.		Fax	Email	Address
				Office	Home			
1	Sri Ganesh Chandra Patra, OAS(SS)	Special Secretary		0674-2536445				G.A & P.G. Department, Odisha Loka Seva Bhawan Bhubaneswar, P.O.: Bhubaneswar GPO, PIN: 751001, Odisha
2	Sri Sampad Ku. Mishra, OFS(SSG)	F.A-cum-Special Secretary		0674-2394992			gad.budget.finance@gmail.com	-do-
3	Sri Indramani Tripathy, OAS(SAG)	Additional Secretary						-do-
4	Ms. Banani Mohanty, OAS(SAG)	Commissioner for Departmental Inquiries						-do-
5	Sri Dilip Routrai, OAS(SAG)	OSD to Chief Secretary & ex-officio Additional Secretary to Govt.		0674-2390464				-do-
6	Sri Susanta Kumar Dash, OAS(SAG)	Additional Director of Estates		0674-2536650				-do-
7	Sri Abanikanta Pattanaik, OAS(SAG)	Additional Secretary		0674-2393721			jasgad12@gmail.com	-do-

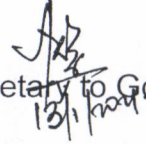


8	Sri Ashok Kumar Rath, OSS	Additional Secretary		EPABX No. 0674-232-2395				-do-
9	Sri Manas Ranjan Samal, OAS(S)	Joint Director of Estates-cum-Joint Secretary						-do-
10	Sri Sangram Kumar Raysardar, OAS(S)	Rent Officer		0674-2396865				Heads of Department Building, Bhubaneswar, 751001
11	Sri Debabrata Mallick, OAS(S)	OSD(AR Cell)-cum-Joint Secretary to Govt.		EPABX No. 0674-232-3071				G.A & P.G. Department, Odisha Loka Seva Bhawan Bhubaneswar, P.O.: Bhubaneswar GPO, PIN: 751001, Odisha
12	Smt. Sagarika Hota, OFS(S)	F.A-cum-Joint Secretary		0674-2394992			gad.budget.finance@gmail.com	-do-
13	Sri Akshaya Kumar Tripathy, OSS	Joint Secretary						-do-
14	Smt. Indira Behera, OAS-Gr.A(SB)	Deputy Secretary		EPABX No. 0674-232-2399				-do-
15	Sri Bhabani Prasad Mishra, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary						-do-
16	Smt. Gayatri Devi, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary		EPABX No. 0674-232-2382				-do-
17	Smt. Itishree Rout, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary		EPABX No. 0674-232-2376				-do-
18	Smt. Manjula Prava Sethi, OAS-Gr.A(SB)	S.R to C.D.I.						Qtrs. No.8, Unit-V, Bhubaneswar, 751001

19	Smt. Lipika Das, OAS-Gr.A(SB)	S.R(Vigilance)							-do-
20	Sri Srikanta Kumar Mishra, OSS	Deputy Secretary		EPABX No. 0674-232- 3846					-do-
21	Sri Paresh Nath Kar, OSS	Deputy Secretary		EPABX No. 0674-232- 2400					-do-
22	Sri Kalicharan Hemram, OSS	Under Secretary		EPABX No. 0674-232- 2401					-do-
23	Sri Francis Xavier Lugun, OSS	Under Secretary		0674-2393823					-do-
24	Sri Bharat Chandra Mallick, OSS	Under Secretary		0674-2395565					-do-
25	Sri Kanhu Charan Naik, OSS	Under Secretary		0674-2391160					-do-
26	Sri Shyamapada Das, OSS	Under Secretary		EPABX No. 0674-232- 2395					-do-
27	Sri Bijay Kumar Behera, OSS	Under Secretary		EPABX No. 0674-232- 2379					-do-
28	Sri Shankar Behera, OSS	Under Secretary		EPABX No. 0674-232- 2402					-do-
29	Smt. Sabita Singh, OSS	Under Secretary		EPABX No. 0674-232- 2190					-do-
30	Md. Intekhab Alam, OSS	Under Secretary		0674-2391160					-do-
31	Sri Ashok Kumar Das, OSS	D.D.O-cum-Under Secretary		EPABX No. 0674-232-					-do-

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				2393				
32	Sri Prakash Chandra Kuanr, OSS	Under Secretary		EPABX No. 0674-232- 2388				-do-
33	Sri Chittaranjan Pattnaik, OSS	Under Secretary		EPABX No. 0674-232- 2400				-do-
34	Sri Ashok Kumar Mohanty, OSS	Under Secretary		EPABX No. 0674-232- 2399				-do-
35	Sri Pramod Kumar Rath, OSS	Under Secretary		EPABX No. 0674-232- 2378				-do-

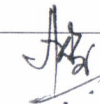

 Additional Secretary to Government

N.B:- The email addresses will be furnished soon after collection of the same from the concerned officers.

MANUAL-10 (Monthly Remuneration & Compensation of Officers & Employees)

U/S-4(1)(b)(x)

Sl. No.	Name	Designation	Monthly Remuneration	Compensation/ Compensatory Allowance	The procedure to determine the remuneration as given in the regulation
1	Sri Ganesh Chandra Patra, OAS(SS)	Special Secretary	Rs.1,35,100-2,16,800/- (Level-17)	-	-
2	Sri Sampad Ku. Mishra, OFS(SSG)	F.A-cum-Special Secretary	Rs.1,35,100-2,16,800/- (Level-17)	-	-
3	Sri Indramani Tripathy, OAS(SAG)	Additional Secretary	Rs.1,27,100-2,16,300/- (Level-16)	-	-
4	Ms. Banani Mohantyr, OAS(SAG)	CDI	Rs.1,27,100-2,16,300/- (Level-16)	-	-
5	Sri Dilip Routrai, OAS(SAG)	OSD to Chief Secretary & ex-officio Additional Secretary to Govt.	Rs.1,27,100-2,16,300/- (Level-16)	-	-
6	Sri Susanta Kumar Dash, OAS(SAG)	Additional Director of Estates	Rs.1,27,100-2,16,300/- (Level-16)		
7	Sri Abanikanta Pattanaik, OAS(SAG)	Additional Secretary	Rs.1,27,100-2,16,300/- (Level-16)	-	-
8	Sri Ashok Kumar Rath, OSS	Additional Secretary	Rs.1,27,100-2,16,300/- (Level-16)	-	-
9	Sri Manas Ranjan Samal, OAS(S)	Land Officer	Rs.78,800-2,09,200/- (Level-14)	-	-
10	Sri Sangram Kumar Rayasardar, OAS(S)	Rent Officer	Rs.78,800-2,09,200/- (Level-14)	-	-
11	Sri Debabrata Mallick, OAS(S)	OSD(AR Cell)-cum-	Rs.78,800-2,09,200/-	-	-



		Joint Secretary to Govt.	(Level-14)		
12	Smt. Sagarika Hota, OFS(S)	F.A-cum-Joint Secretary	Rs.78,800-2,09,200/- (Level-14)	-	-
13	Sri Akshaya Kumar Tripathy, OSS	Joint Secretary	Rs.78,800-2,09,200/- (Level-14)	-	-
14	Smt. Indira Behera, OAS-Gr.A(SB)	Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
15	Sri Bhabani Prasad Mishra, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
16	Smt. Gayatri Devi, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
17	Smt. Itishree Rout, OAS-Gr.A(SB)	Deputy Director of Estates-cum-Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
18	Smt. Manjula Prava Sethi, OAS-Gr.A(SB)	S.R to C.D.I.	Rs.67,700-2,08,700/- (Level-13)	-	-
19	Smt. Lipika Das, OAS-Gr.A(SB)	S.R(Vigilance)	Rs.67,700-2,08,700/- (Level-13)	-	-
20	Sri Srikanta Kumar Mishra, OSS	Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
21	Sri Paresh Nath Kar, OSS	Deputy Secretary	Rs.67,700-2,08,700/- (Level-13)	-	-
22	Sri Kalicharan Hembram, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
23	Sri Francis Xavier Lugun, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
24	Sri Bharat Chandra Mallick, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
25	Sri Kanhu Charan Naik, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
26	Sri Shyamapada Das, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-

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27	Sri Bijay Kumar Behera, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
28	Sri Shankar Behera, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
29	Smt. Sabita Singh, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
30	Md. Intekhab Alam, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
31	Sri Ashok Kumar Das, OSS	D.D.O-cum-Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
32	Sri Prakash Chandra Kuanr, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
33	Sri Chittaranjan Pattnaik, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
34	Sri Ashok Kumar Mohanty, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-
35	Sri Pramod Kumar Rath, OSS	Under Secretary	Rs.56,100-1,77,500/- (Level-12)	-	-

N.B:- The monthly remuneration of the officers is available in Accounts-II Branch of this Department.

xiv) The following information are uploaded regularly on this Department website ww.gaodisha.gov.in

1. Disposition List of IAS, IFS, OAS (Gr-A (SB) & above rank) Officers
2. Promotion, Transfer and Posting Notification

xvi) Details of PIO

Name	Designation	Contact No.
Shri Prakas Chandra Kuanr	Under Secretary to Government	0674-2322387