

Government of Odisha
General Administration and Public Grievance Department

No. **16245** /Gen.
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Bhubaneswar, dated the 25th June, 2021

From

Sri Ganesh Chandra Patra
Additional Secretary to Government

To

All Departments
All HoDs
All Collectors

Sub: Conduct of Disciplinary Proceeding enquiries through virtual mode

In inviting reference to the subject cited above, I am directed to say that in order to reduce the spreading of COVID cases, all Government offices are now functioning with reduced staff on roster basis. Considering the COVID restrictions, it has been decided to conduct Disciplinary Proceeding enquiries through virtual modes in all cases including the CDI.

Hence, all Inquiry Officers may be intimated to conduct DP enquiries through online platforms considering the following points:

- The IO shall conduct online mode of enquiry. Online appearance of DO, MO and other concerned officials who would adduce evidence shall be treated as valid.
- The email ID to be used by the IO, MO and DO will be shared with the concerned parties.
- The DO and the MO shall send the related documents over e-mail to the IO prior to hearing who will arrange to share it with the other party and also upload the documents in the system which can be exhibited during hearing of the case.
- Online hearing and recording of statements made and validated by the Inquiring Officers on examination/cross examination of DO/MO/witnesses shall be treated as authentic for the purpose of the specific case only.
- The DO/MO shall be responsible to ensure online appearance of the witnesses to be examined by them during the inquiry.


Additional Secretary to Govt.