

**GOVERNMENT OF ODISHA**  
**GENERAL ADMINISTRATION AND PUBLIC GRIEVANCE DEPARTMENT**  
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**RESOLUTION**

No. 23525 /Gen., Bhubaneswar, dated, the 21<sup>st</sup> August, 2019.  
GAD-SC-GCS-0077-2019

**Sub: Integration of Directorates with the Administrative Departments.**

In order to streamline the functioning of Directorates and speed up the process of decision making, Government has been pleased to integrate the different Directorates with their respective Administrative Departments to function as composite Departments with immediate effect subject to the following conditions:

1. The integrated Department shall function in the premises of the respective Administrative Departments/Directorates as may be decided by the Administrative Department keeping in view availability of space and public convenience.
2. There will be single file system through OSWAS and every proposal referred by the Directorate shall not be required to be re-initiated or re-examined *de novo* in the Department.
3. The sections such as Office Establishment, Issue and Accounts, Cash etc. common to both the offices shall be appropriately reorganised and Officers such as DDO and Establishment Officer and staff may be utilised accordingly in the composite Departments to ensure better efficiency avoiding duplication of work and wastage of time.
4. Surplus staff, if any, shall be surrendered to the pool being managed by the Administrative Reforms Cell of G.A. & P.G. Department for redeployment and vacant posts at the lowest level shall be abolished as per the guidelines of Finance Department.
5. The concerned staff will continue to remain in their respective cadres and will avail service benefits in their own cadre hierarchy. On account of promotion, death, resignation or otherwise, the base level posts in the Heads of Department will stand abolished and in lieu of that, as per requirement, the same shall be filled up from Secretariat Common Cadre meant for HoD keeping in view the administrative necessity in due consultation/concurrence with Finance Department. Recruitment in the level of Junior Assistants in the HoD Cadre will not be held until further order.
6. The Administrative Department shall take necessary steps to make budget provisions for the composite Department. Necessary budget provisions for the integrated Department shall be made from the next financial year in consultation with Finance Department.

7. OSWAS system operative in the Secretariat shall be modified to integrate the Directorates with the Departments immediately and Directorates will submit only electronic files after due scanning of existing files.

This has been concurred in by the Finance Department.

Order: Ordered that the Resolution be published in an extraordinary issue of the Odisha Gazette for general information and copies be forwarded to all Departments/Heads of Departments/all Collectors.

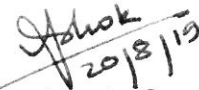
Order of the Governor



Principal Secretary to Government

Memo No. 23526 /Gen., Bhubaneswar, dated the 21<sup>st</sup> August, 2019

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack for information and publication in an extraordinary issue of Odisha Gazette.



Principal Secretary to Government

Memo No. 23527 /Gen., Bhubaneswar, dated the 21<sup>st</sup> August, 2019

Copy forwarded to all Departments of Government/ all Heads of Departments/ all RDCs/all Collectors for information and necessary action.

The Administrative Departments should issue order for integration intimating the number of Directorates functioning under their control which are required to be integrated. Integration of Directorates may be taken up immediately for all Directorates functioning in the same Building, and an action plan may be drawn for integration of other Directorates within one month, and action taken report be submitted to G.A. & P.G. Department immediately for information of CMO.

This may be treated as extremely **URGENT**.



Principal Secretary to Government

Memo No. 23528 /Gen., Bhubaneswar, dated the 21<sup>st</sup> August, 2019

Copy forwarded to the Principal Secretary to Governor/Principal Secretary to Chief Minister/P.S. to all Ministers including Ministers of State/P.S. to Chief Secretary/P.S. to D.C.-cum-ACS/P.S. to APC-cum-ACS/P.S. to Chief Administrator, KBK/P.S. to Special Secretary to Government, G.A. & P.G. Department/P.S. to Addl. Secretary to Government, G.A. & P.G. Department/Additional Secretary to Government and ex-officio Director of Estates, G.A. & P.G. Department/Head Caretaker, Odisha Secretariat, Bhubaneswar/All Branches of G.A. & P.G. Department/Director, Technical, NIC, Computer Centre, Secretariat/G.F. for information.



Principal Secretary to Government