

THE RIGHT TO INFORMATION ACT – 2005

Right to Information Act received the assent of the President on 15th June 2005

Objective: The Right to Information Act is an act for the citizens of India to secure access to information under the control of Public Authority, in order to promote transparency and accountability in the working of every public authority.

Extent: It extends to the whole of India except the State of Jammu & Kashmir. All Citizens shall have the right to Information.

Manuals in respect of Office of the Chief Resident Commissioner, New Delhi

1. The particulars of its organization, function and duties.	Annexure –A (Manual-1of the Right to Information Act-2005)
2. The powers and duties of its officers and employees	The Chief Resident Commissioner functions as the Head of Department for all purposes concerning the integrated Office. The Office of the Chief Resident Commissioner represents the State Government in Delhi and is primarily responsible for liaisoning and coordinating pending matters of the State Government in the Central Government.
3. The procedure followed in the decision making process and accountability.	Since no central, centrally or the state sponsored scheme is being implemented by this office, there are no special procedures apart from standard normal office procedures .
4. The norms set by it for the discharge of its functions	This office follows the standard norms meant for the Heads of Department for its functioning.
5. The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its function.	Normal office procedures such as the Odisha Government Rules of Business, Odisha Record Manual, Odisha Treasury Code, Odisha Government Financial Rules, etc are followed. With a view to inculcating professional approach and transparency in discharging official business at all levels, there is a good IT set up.

<p>6. A statement of the categories of documents that are held by it or under its control.</p>	<p>Since this Office is not engaged in any regulatory or development administration activities, it does not handle any public document as such. Odisha Record Manual is followed for routine office business.</p>
<p>7. The particulars of any arrangement that exists for consultation with or presentation by the members of the public in relations to the formulation of its policy or implementation thereof.</p>	<p>Informal interaction with various social and cultural Odia organizations based in Delhi with a view to consolidate Odia identity in Delhi and promoting good image of the State.</p>
<p>8. A statement of boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.</p>	<p>NA</p>
<p>9. A directory of its officers and employees</p>	<p>Annexure –B (Manual – 9 of the Right to Information Act,2005)</p>
<p>10. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.</p>	<p>Annexure –C (Manual – 10 of the Right to Information Act- 2005)</p>
<p>11. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made</p>	<p>Annexure –D (Manual – 11 of the Right to Information Act-2005)</p>
<p>12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes</p>	<p>NA.</p>
<p>13. Particulars of recipients of concessions, permits or authorizations granted by it</p>	<p>Annexure –E (Manual – 13 of the Right to Information Act- 2005)</p>
<p>14. Details in respect of the information, available to or held by it, reduced in an electronic form</p>	<p>Annexure –F (Manual – 14 of the Right to Information Act- 2005)</p>

<p>15. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.</p>	<p>Annexure-G (Manual – 15 of the Right to Information Act- 2005)</p>
<p>16. The names, designations and other particulars of the Public Information Officers.</p>	<p>Annexure-H (Manual – 16 of the Right to Information Act- 2005)</p>
<p>17. Other information as may be prescribed</p>	<p>Nil</p>

Manual – 1

Particulars of organization, functions & duties (Section 4 (1)(b)(i))

The Office of the Chief Resident Commissioner, Government of Odisha, New Delhi functions under the administrative control of the Home Department of Government of Odisha. This office deals with the following matters.

- Facilitates/ coordinates VIPs visit such as those of Hon'ble Governor of Odisha, Hon'ble Chief Minister and other VIPs. Liaise with of Government of India and other agencies in New Delhi.
- Represents Government of Odisha in important meetings as and when required and provide feedback.
- Follow up proposals submitted to Central Government. Liaison with Ministries and Agencies with respect to issues concerning Odisha.
- Interacts with local Odia Associations/ Organizations.
- Maintains close link with Resident Commissioners of other States/ Union Territories of India for building good Inter-State relations for exchange of ideas/ information, works on various issues of general & special importance, especially governance.
- Promotes investment and export Promotion activities in the State through Odisha Investment & Export Promotion Office. (OIEPO)
- One Non-Resident Odia (NRO) Cell operates here to coordinate with the Odia Diaspora.
- It supervises the functioning and upkeep of Odisha Bhawan/Odisha Niwas/Odisha Sadan, (Dwarka) to provide best possible service to people coming to Delhi on official/ private works.
- Co-ordinate annual events like IITF, Bharat Parv, Utkal Dibas, Exhibitions on Handloom & Handicrafts and Tourism Fairs in New Delhi.
- Monitors cases relating to trafficking of girls, child labour through separate cells functioning in this Office.
- Facilitates compilation and circulation of departmental briefs, activity reports amongst Hon'ble MPs.
- Monitors and facilitates repatriation of migrant Odia labourers from overseas in the wake of political crisis or personal emergencies.

Manual – 9
Directory of its officers and employees
[Section 4(1) (b) (ix)]

Liaison Office

Sl. No.	Name and Designation	Office Phone No.
(1)	(2)	(3)
1.	Dr. Sunil Kumar Bhargava, IAS Chief Resident Commissioner	23019771, 23018498 Fax-23010839
2.	Shri Sanjeeb Kumar Mishra, IAS Resident Commissioner	24679202/4020 Direct No 23018488
3.	Dr. Tribikram Pradhan, IAS Addl. Resident Commissioner	23010479 Extn.3005
4.	Smt.Rina Mohapatra,OAS Joint Resident Commissioner & OSD Tourism	23012751 Extn.4002 23364580 (Tourism)
5.	Smt. Sucharita Sarangi, OAS, Officer on Special Duty	23014250/24679201Extn.4004
6.	Shri Pravakar Parida, Senior Principal Private Secretary	23018498, 24679201 Extn.3000
7.	Shri Dillip Kumar Padhi, Private Secretary	23019771/24679201 Extn 3002
8.	Shri Shailendra Narayan Sahoo Senior Private Secretary	23016003 24679201(3008)
9.	Shri Tapan Kumar Das Deputy Director(Information)	23018751 2467920 Ext.4007
10.	Shri Sasanka Sekhar Rath Tourist Officer	23364580
11.	Shri Prashant Kumar Sahoo L.O. (Water Resources)	24679201 Extn.4001
12.	Shri S.R. Sarangi, Liaison Officer, GRIDCO	24679201
13.	Shri Ashwani Dham, Liaison Officer, IDCO	24679201 Extn 4016
14.	Shri Kumar Arvind Liaison Officer, OMC	24679201 Extn 4011 23013143
15.	Shri Ganesh Mahapatra, Liaison Officer, OHPC	24679201
16.	Shri Srilal Rathour, Consultant Engineer, PWD	24679201 Extn 2016

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Directory of its officers and employees
[Section 4(1) (b) (ix)]

Odisha Bhawan

Sl. No.	Name and Designation	Office Phone No.
(1)	(2)	(3)
1.	Shri Basant Kumar Hota, OAS Manager,	24679201 (2004,3007) Fax- 24679205
2.	Shri Debasis Routray, Catering Officer	24679201 (Extn. 2014)
3.	Shri Ugrasen Senapati, House Keeping Officer	24679201 (Extn. 4014)
4.	Shri Pradip Kumar Panda, OSD, Protocol	24679201 (Extn. 3311)

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Directory of its officers and employees
[Section 4(1) (b) (ix)]

Odisha Sadan, Dwarka

Sl. No.	Name and Designation	Office Phone No.
(1)	(2)	(3)
1.	Shri Sarat Kumar Sethy, Manager	011-28036460/62/63/65
2.	Shri Sudhir Kumar Nayak, Deputy Manager	do

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This monthly remuneration received by each of the officers and employees, including the system of compensation as provided in the regularisations

[Section 4(1) (b) (x)]

Liaison Office

Sl. No.	Name & Designation	Pay Scale/ Monthly remuneration
1	Dr. Sunil Kumar Bhargava, IAS, Chief Resident Commissioner	Rs. 80,000/-/ Rs.2,1,2550/-
2	Shri Sanjeeb Kumar Mishra, IAS Resident Commissioner	Rs. 37,400 – 67,000/-/ Rs. 1,50,061/-
3	Dr. Tribikram Pradhan, IAS Addl. Resident Commissioner	Rs.37,400 – 67,000/- / Rs.1,16,951/-
4	Smt. Rina Mohapatra, OAS Joint Resident Commissioner	Rs.15,600-39,100/-/ Rs.95,934/-
5	Smt. Sucharita Sarangi, OAS Officer on Special Duty	Rs.15,600 – 39,100/- / Rs.84,358/-
6	Shri Pravakar Parida, Senior Principal Private Secretary	Rs.15,600 – 39,100/- / Rs.84,129/-
7	Shri S.N. Sahoo, Senior Private Secretary	Rs.9,300 – 34,800/- / Rs.74,113/-
8	Shri D.K. Padhi, Private Secretary	Rs.9,300 – 34,800/- / Rs.70,088/-
9	Shri Tapan Kumar Das Deputy Director ,Information	Rs.15,600 – 39,100/- / Rs.91,772/-
10	Shri P.K. Sahoo Liaison Officer, Water Resources	Rs.15,600 – 39,100/- / Rs.86,637/-
11	Shri Sasanka Sekhar Rath Tourist Officer	Rs.9300 – 34,800/- / Rs.65,284/-
12	Shri Haripad Das, Senior Assistant	Rs.9,300 - 34,800/- / Rs.62,188/-
13	Smt Rupashree Rath, Assistant Section Officer	Rs.9,300 - 34,800/- / Rs.55,721/-
14	Shri Bipra Bhanu Nayak Assistant Section Officer	Rs.9,300 - 34,800/- / Rs.37,845/-
15	Shri Sandeep Kumar, Junior Grade Typist	Rs.5,200-20,200/-/ Rs.21,235/-
16	Shri Soroj Kumar Manna Junior Clerck-cum- Typist	Rs.5,200-20,200/-/ Rs.22,445/-
17	Shri Prafulla Kumar Pothal, Recorder	Rs.5,200 – 20,200/- / Rs.29,855/-
18	Shri Baikuntha Das, Treasury Sircar	Rs.5,200 – 20,200/- / Rs.33,975/-
19	Shri Baikuntha Mohapatra, Daftary	Rs.5,200 – 20,200/- / Rs.29,980/-
20	Shri Rahas Behari Dash, Zamadar	Rs.5,200 – 20,200/- / Rs.33,737/-
21	Shri Sanjay Mohapatra, Peon	Rs.4,860- 14,680/- /Rs.32,834/-
22	Shri Antaryami Nayak, Sr. Driver	Rs.5,200-20,200/-/Rs.40,910/-
23	Shri Kailash Chandra Sahoo, Rider-cum-Messenger	Rs.5,200-20,200/-/ Rs.43,558/-

24	Smt Shanta Devi, Peon	Rs.4,860-14,680/- / Rs.30,774/-
25	Shri Prafulla Kumar Tripathy, Peon	Rs.5,200-20,200/- / Rs.32,851/-
26	Shri Birendra Nayak, Sweeper-cum-Watchman	Rs.4, 860-14,680/- / Rs.32,851/-
27	Shri Harish Chandra Nayak, Watchman	Rs.4, 860-14,680/- /Rs.32,851/-
28	Shri Bishnu Ch Kandi, Watchman-cum-Sweeper	Rs.4, 860-14,680/- / Rs.28,054/-
29	Smt. Prembati, Sweepress	Rs.4, 860-14,680/- /Rs.32,851/-
30	Shri Mohan Kumar Behera, Driver	Rs.5,200-20,200/- / Rs.22,139/-
31	Smt. Sukanti Sahoo, Peon	Rs.4,750 – 14,680/- / Rs.21,688/-
32	Shri Bankanidhi Sahoo, Peon	Rs.4,750 – 14,680/- / Rs.21,688/-
33	Shri Subash Ch Das, Zamadar,	Rs.4,860-14,680/- / Rs.22,298/-
34	Shri M.N.A.Baig, Ex- Sr. Grade Typist	Consolidated Rs.8,855/-
35	Shri Gadadhar Mohapatra, Ex-Zamadar	Consolidated Rs.4,595/-

This monthly remuneration received by each of the officers and employees including the system of compensation as provided in the regularizations

[Section 4(1) (b) (x)]

Odisha Bhawan

Sl. No.	Name & Designation	Pay Scale/ Monthly remuneration
1	Shri Basant Kumar Hota, Manager, Odisha Bhawan	Rs.15,600-39,100/-/ Rs.72,066/-
2	Shri Debasis Routray, Catering Officer	Rs.9,300-34,800/- /Rs.56,498/-
3	Shri Ugrasen Senapati, House Keeping Officer	Rs.9,300-34,800/- / Rs.58,099/
4	Shri Pradip Kumar Panda, OSD Protocol	Consolidated Rs.49,039/-
5	Shri Rabi Narayan Parida,Store Keeper (Under Suspension)	Rs.9,300-34,800/- / Rs.28,833/-
6	Shri Gurubari Panigrahi, Senior Receptionist	Rs.9,300-34,800/- /Rs.585,25/-
7	Shri Bipin Bihari Das, Senior Receptionist	Rs.9,300-34,800/- /Rs.55,564/-
8	Smt Marina Nath, Auditor	Rs.9,300-34,800/- / Rs.52,263/-
9	Shri Judhistir Mallick,Telephone Operator	Rs.5,200-20,200/- Rs.42,557/-
10	Shri Surendra Nath Soren,Telephone Operator	Rs.5,200-20,200/- / Rs.40,119/-
11	Smt Kalpana Moharana,Telephone Operator	Rs.5,200-20,200/- / Rs.36,326/-
12	Shri Ashoak Kumar Das,Senior Receptionist	Rs.9,300-34,800/- /Rs.39,019/-
13	Shri Bipin Bihari Samal, Mali	Rs.5,200-20,200/- / Rs.31,808/-
14	Shri Sarat Chandra Samal, Mali	Rs.5,200-20,200/- / Rs.30,919/-
15	Shri Binod Bihari Rout, Mali	Rs.5,200-20,200/- / Rs.34,486/-
16	Shri Sanatan Mohapatra, Head Driver	Rs.5,200-20,200/- Rs.50,071/-
17	Shri Prakash Kumar Pothal, Mali	Rs.5,200-20,200/- / Rs.30,989/-
18	Shri Gopal Chandra Mallick, Room Bearer	Rs.5,200-20,200/- / Rs.31,909/-
19	Shri Pradeep Kumar Jena, Sweeper	Rs.4,750-14,680/- / Rs.18,317/-
20	Shri Damodar Jena, Sweeper	Rs.4,860-14,680/- / Rs.19,970/-
21	Shri Jagabandhu Nayak, Sweeper	Rs.5,200-20,200/- / Rs.29,437/-
22	Shri Gangadhar Nayak, Sweeper	Rs.5,200-20,200/- / Rs.31,550/-
23	Shri Netra Bahadur Chhetri, Kitchen Attendant	Rs.4,860-14,680/- / Rs.30,054/
24	Shri Guru Charan Mohapatra,Kitchen Helper	Rs.5,200-20,200/- / Rs.29,091/-
25	Shri Budhiram Das, Table Attendant	Rs.5,200-20,200/- / Rs. 29,461/-
26	Shri Upendra Prasad Behera, Table Attendant	Rs.5,200-20,200/- / Rs.29,461/-
27	Shri Digambar Panda, Table Attendant	Rs.4,750-14,680/- / Rs.19,971/-
28	Shri Nilakanth Mohapatra, Bill Assistant (Adhoc)	Rs. 5,200-20,200/- / Rs.18,987/-
29	Shri Niranjana Sahoo, Driver	Rs.5,200-20,200/- Rs.20,394/-
30	Shri Sudarshan Nayak, Khansama	Rs.5,200-20,200/-/Rs17,991/-
31	Shri Sanjay Tripathy, Butler	Rs. 5,200-20,200/- / Rs.30,621/-
32	Shri Bhadra Nayak, Mali	Rs. 5,200-20,200/- / Rs.28,572/-
33	Smt Gauri Mallick, Mali,	Rs. 5,200-20,200/- / Rs.27,263/-
34	Shri Prafulla Kumar Sahoo, Telephone Attendant	Rs.4,860-14,680/- / Rs.28,399/-
35	Shri Anand Charan Nath, Chowkidar	Rs.4,860-14,680/- / Rs.29,412/-
36	Shri Laxmidhar Nayak, Chowkidar	Rs.4,860-14,680/- / Rs.28,399/-

37	Shri Jagabandhu Behera, Room Boy	Rs.4,860-14,680/- / Rs.31,660/-
38	Shri Indramani Mohanty, Room Boy	Rs.4,860-14,680/- / Rs.31,660/-
39	Shri Andrias Lakra, Room Boy	Rs.4,860-14,680/- / Rs.31,660/-
40	Shri Sukanta Kumar Sahoo, Room Boy	Rs.4,860-14,680/- / Rs.31,660/-
41	Shri Gopinath Nayak, Room Boy	Rs.4,750-14,680/- / Rs.30,096/-
42	Shri Narahari Mohapatra, Room Boy	Rs.4,860-14,680/- / Rs.28,519/-
43	Shri Purna Chandra Mishra, Room Boy	Rs.4,860-14,680/- / Rs.28,399/-
44	Shri Bailochan Jena, Room Boy	Rs.4,860-14,680/- / Rs.28,399/-
45	Shri Akshya Kumar Rout, Room Boy	Rs.4,860-14,680/- / Rs.28,399/-
46	Shri Sisir Ranjan Bhuyan, Room Boy	Rs.4,860-14,680/- / Rs.31,660/-
47	Shri Jayram Nayak, Room Boy	Rs.4,750-14,680/- / Rs.29,362/-
48	Shri Sarat Kumar Nayak, Sweeper	Rs.4,750-14,680/- / Rs.26,841/-
49	Shri Bijoy Kumar Dhal, Sweeper	Rs.4,750-14,680/- / Rs.28,597/-
50	Shri Kailash Chandra Rana, Sweeper	Rs.4,750-14,680/- / Rs.28,503/-
51	Shri Dhiren Kumar Samal, Sweeper	Rs.4,860-14,680/- / Rs.28,399/-
52	Shri Rushikanta Mukhi, Sweeper	Rs.4,860-14,680/- / Rs.28,399/-
53	Shri Joginath Panda, Sweeper	Rs.4,750-14,680/- / Rs.31,882/-
54	Shri Jagadish Pradhan, Sweeper	Rs.4,860-14,680/- / Rs.32,436/-
55	Shri Kanharam Majhi, Sweeper	Rs.4,750-14,680/- / Rs.31,827/-
56	Shri Dilip Kumar Oram, Sweeper	Rs.4,750-14,680/- / Rs.32,740/-
57	Shri Uttam Kumar Pradhan, Masalachi	Rs.4,860-14,680/- / Rs.31,660/-
58	Shri Pravat Kumar Mohapatra, Masalachi	Rs.4,860-14,680/- / Rs.31,660/-
59	Shri Dharanidhar Muduli, Table Attendant	Rs.4,860-14,680/- / Rs.28,399/-
60	Shri Antaryami Pradhan, Table Attendant	Rs.4,750-14,680/- / Rs.31,078/-
61	Shri Madhusudan Palai, Pantry Helper	Rs.4,860-14,680/- / Rs.31,660/-
62	Shri Bijoy Kumar Mallick, Telephone Operator	Rs.5,200-20,200/- / Rs.21,506/-
63	Smt Leena Bisoi, Telephone Operator	Rs.5,200-20,200/- / Rs.21,506/-
64	Shri K.Krishna Reddy, Junior Receptionist	Rs.5,200-20,200/- / Rs.21,235/-
65	Shri Nilamani Sahoo, Driver	Rs.5,200-20,200/- / Rs.25,812/-
66	Shri Tripura Sahoo, Driver	Rs.5,200-20,200/- / Rs.23,542/-
67	Shri Vibhuti Bhusan Das, Driver	Rs.5,200-20,200/- / Rs.24,542/-
68	Shri K. Shankar Murthy, Driver	Rs.5,200-20,200/- / Rs.23,542/-
69	Shri Daitari Behera, Cook	Rs.5,200-20,200/- / Rs.23,642/-
70	Shri Subash Ch Sethy, Cook	Rs.4,860-14,680/- / Rs.23,144/-
71	Shri Harihar Mahala, Room Bearer	Rs.4,750-14,680/- / Rs.19,586/-
72	Shri Madan Kumar Behera, Room Boy	Rs.4,750-14,680/- / Rs.19,507/-
73	Shri Basudev Mishra, Room Boy	Rs.4,750-14,680/- / Rs.21,688/-
74	Shri Akshaya Kr. Bhuyan, Room Boy	Rs.4,750-14,680/- / Rs.19,507/-
75	Shri Jogendra Naik, Room Boy	Rs.4,750-14,680/- / Rs.21,688/-
76	Shri Laxman Behera, Chowkidar	Rs.4,750-14,680/- / Rs.21,688/-
77	Smt Surekha Mahakud, Sweepress	Rs.4,750-14,680/- / Rs.19,507/-
78	Shri Sarat Chandra Mallick, Sweeper	Rs.4,750-14,680/- / Rs.21,688
79	Smt Parbati Swain, Sweepress,	Rs.4,750-14,680/- / Rs.19,507/-
80	Shri K.A.Reddy, Sweeper	Rs.4,750-14,680/- / Rs.19,507/-
81	Smt. Jayanti Sahu, Telephone Attendant	Rs.4,750-14,680/- / Rs.19,507/-
82	Shri Dilip Kumar Behera, Room Boy	Rs.4,750-14,680/- / Rs.17,482/-
83	Shri Sanjay Mahala	Rs. 4,750 – 14,680/- / Rs. 6,450
84	Shri Banudhar Mallick, Ex- Room Bearer	Consolidated Pay Rs. 5,200/-

This monthly remuneration received by each of the officers and employees including the system of compensation as provided in the regularizations

[Section 4(1) (b) (x)]

Odisha Sadan,Dwarka

Sl. No.	Name & Designation	Pay Scale/ Monthly remuneration
1.	Shri Sarat Kumar Sethy, Manager, Odisha Sadan	Rs.15,600-39,000/- Rs.68,075/-
2.	Shri Sudhir Kumar Nayak, Deputy Manager,	Rs.9,300-34,800/- Rs.64,131/-

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The Budget allocated to each agency
[section4 (1) (b) (xi)]

Non-Plan Budget-2017-2018

ODISHA BHAWAN

Major Head	Sanctioned Budget for 2017-18 Rupees in Thousand
Pay	19502
Dearness Allowance	22330
House Rent Allowance	2233
Re-imburement of cost of Medicine	214
Other Allowance	3200
Travel Expenses	126
Leave Travel Concession	100
Electricity Dues	8800
Water Charges	1000
Telephone Charges	730
Motor Vehicles	3630
Purchase of Motor Vehicles	0
Other Contingencies	11500
Up-gradation of Computer Facilities	105
Computer Consumables	50
Spare and Services	50
Consulting Charges	20
Sumptuary Expenditure	210
Salaries for Consolidated Pay Post	600
Other Charges	0

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The Budget allocated to each agency
[Section 4 (1) (b) (xi)]

Non-Plan Budget -2017-2018

LIAISON OFFICE

Major Head	Sanctioned Budget for 2017-18 Rupees in Thousands
Pay	14453
Dearness Allowance	16550
House Rent Allowance	1655
Re-imbusement of cost of Medicine	161
Other Allowance	2200
Salaries for Consolidated Pay Posts	150
Travel Expenses	315
Leave Travel Concession	100
Telephone Charges	630
Motor Vehicles	1815
Other Contingencies	992
Up-gradation of Computer facilities	105
Computer Consumables	100
Spare and Services	50
Consulting Charges	550
Sumptuary Expenditure	300
Other Charges	0

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The Budget allocated to each agency
[section4 (1) (b) (xi)]

Non-Plan Budget-2017-2018

ODISHA NIWAS-II(Odisha Sadan), Dwarka

Major Head	Sanctioned Budget for 2017-18 Rupees in thousand
Pay	1390
Dearness Allowance	1592
House Rent Allowance	160
Other Allowance	172
Salaries for Consolidated Pay Posts	0
Travel Expenses	25
Leave Travel Concession	25
Electricity Dues	3150
Water Charges	630
Telephone Charges	100
Motor Vehicles	968
Other Contingencies	7500
Up-gradation of Computer Facilities	115
Computer Consumables	15
Spare and Services	10
Consulting Charges	10
Sumptuary Expenditure	20

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Particulars of recipients of concessions, permits or authorizations granted

[(Section 4(1) (b) (xii)]

List of beneficiaries

Sl.No.	Name & address of the beneficiary	Nature of concession/ permit/ authorization provided	Purpose for which granted	Scheme and criterion for selection	No. of times similar concession given in past with purpose
1	Office of the Chief Resident Commissioner, Government of Odisha, New Delhi	Annual Tender and contract is renewable subject to satisfactory performance	Better services in Odisha Niwas Canteen	Open Tender	<p>1.Praharaj Caterers, Delhi – January, 1997 to January, 2006</p> <p>2.Maurya Garden, Bhubaneswar – January,2006 to August, 2008</p> <p>3.DALMA, Bhubaneswar – July, 2011 to November, 2012</p> <p>4. Departmentally managed from December, 2012 and continuing.</p>
2	Office of the Chief Resident Commissioner, Government of Odisha, New Delhi	Annual Tender and contract is renewable subject to satisfactory performance	Sanitation services of Odisha Niwas Building	Open Tender	<p>1.PATHEYA,Delhi : (i) December 2009 to December 2010 and renewed up to 31st December, 2011 and extended up to 31st January, 2012 (ii) February, 2012 to February, 2013</p> <p>(2) Rakshak Securitas Pvt Ltd, Delhi-1st March, 2013 to April, 2015</p> <p>(3) R.K. Jain & Sons Hospitality Services Pvt. Ltd. 1st May 2015 TO 31ST May 2016.</p> <p>(4) King Security Guards Pvt. Ltd. From 1st June 2016 to 31.05.2017. Sybex Support</p>

					Services Pvt. Ltd. from 01.06.2017
3	Office of the Chief Resident Commissioner, Government of Odisha, New Delhi	Annual Tender and contract is renewable subject to satisfactory performance	Security services of Odisha Bhawan/Niwas Building	Open Tender	<p>1. IISF, Delhi – March, 2007 to August, 2008.</p> <p>2. ESF, Delhi – September, 2008 to August, 2010.</p> <p>3. Rakshak, Delhi – September, 2010 to September, 2011.</p> <p>4. Sarvesh Security, Delhi – October, 2011 to September, 2012, Renewed from 1st October, 2012 to November-2014.</p> <p>5. Pankaj Security Service, Delhi. 1st December-2014 & continuing</p>
4	Office of the Chief Resident Commissioner, Government of Odisha, New Delhi	Annual Tender and contract is renewable subject to satisfactory performance	Security services of Odisha Sadan Building	Open Tender	Pankaj Security Service Delhi-1 st December-2014 & continuing
5	Office of the Chief Resident Commissioner, Government of Odisha, New Delhi	Annual Tender and contract is renewable subject to satisfactory performance	Sanitation Services of Odisha Sadan.	Open Tender	Sybex Support System , from 1 st November-2015 & continuing

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Information available in an electronic form

[Section 4(1) (b) (xiv)]

Details of information

Sl. No.	Activities for which electronic data available	Nature of information available	Can it be shared with public	Is it available on website or is being used as back end data base.
1.	Directory of the employees of the Office of the Chief Resident Commissioner		Website- www.rcodishagov.in.	Available on website
2.	Particulars, functions and duties of the Office of the Chief Resident Commissioner		Website- www.rcodishagov.in.	Available on website

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Particulars of facilities available to citizens for obtaining information
[Section 4(1) (b) (xv)]

Facilities available for obtaining information

Sl. No	Facility available	Nature of Information available	Working hours
1	Information counter	General information pertaining to the State	10am – 5pm (In working days)
2	Website	www.rcodisha.gov.in	
3.	Notice Board	Notice Boards have been placed in Odisha Bhawan, Odisha Niwas & Odisha Sadan	

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Name designation and other particulars of Public Information Officer

[Section 4 (1) (b) (xvi)]

First Appellate Authority within the Department

Sl. No.	Designation of the officer designated as First Appellate Authority	Postal address	Telephone No.	e-mail address	Demarcation of Area/ Activities, if more than one PIO is there
1.	Dr. Tribikram Pradhan, IAS Addl. Resident Commissioner	Odisha Niwas, 4-Bordoloi Marg, Chanakyapuri, New Delhi - 110021	23010479	rc.odisha @ gmail.com	N.A

List of Public Information Officer

Sl. No.	Designation of the officer designated as PIO	Postal address	Telephone No.	e-mail address
1.	Smt. Sucharita Sarangi, Officer on Special Duty (matters relating to Liaison Office)	Odisha Niwas, 4-Bordoloi Marg, Chanakyapuri, New Delhi – 110021	23792002(off)	rc.odisha @ gmail.com
2.	Shri B. K Hota (Manager), Odisha Bhawan (matters relating to OB & ON)	Odisha Bhawan, 1, Niti Marg, Chanakyapuri, New Delhi-110021	24679204(off) Extn No- 2004 OB Extn No- 3007 ON	rc.odisha @ gmail.com
3.	Shri Sarat Kumar Sethy Manager, Odisha Ssadan (matters relating to Odisha Sadan)	Odisha Sadan Sector 16-B, Dwarka New Delhi-110075	28036462 (off)	rc.odisha@gmail. com

List of Assistant Public Information Officer

Sl. No.	Designation of the officer designated as Assistant PIOs	Postal address	Telephone No.	e-mail address
1.	Shri Tapan Kumar Das Deputy Director, Information	Odisha Niwas, 4-Bordoloi Marg, Chanakyapuri, New Delhi – 110021	24679201-2(off)	rc.odisha @ gmail.com
2.	Shri Sudhir Kumar Nayak Section Officer	Odisha Niwas, 4-Bordoloi Marg, Chanakyapuri, New Delhi – 110021	24679201-2(off)	rc.odisha @ gmail.com