



STATE INSTITUTE FOR RURAL DEVELOPMENT & PANCHAYATI RAJ
PANCHAYATI RAJ AND DRINKING WATER DEPARTMENT, GOVT. OF ODISHA



Manas Ranjan Debata
OAS (SAG)
DIRECTOR

No. 3138 /SIRD&PR, Bhubaneswar

Date : 26.12.2017

OFFICE ORDER

For the smooth functioning and to expedite the office work, the distribution of duties among the officers and employees of SIRD & PR has been reallocated as follows:

SL. NO	WORKS ASSIGNED	INITIATING EMPLOYEE	BRANCH OFFICER	SUPERVISING OFFICER
1	Preparation of Annual Calendar of SIRD & PR and ETC	Programme Associate	P. K Nayak, Instructor	Amita Patra, AD
2	Field Level Training & Monitoring			
	a) Physical Progress	Nodal Officers	Amita Patra, AD	
	b) Financial Progress	R K Rout, HC	Luna Malla, DDO	
	c) Issues relating to CPOs	Nodal Officers	S K Mishra, AD	
	d) Issues relating to RP	Nodal Officers	Amita Patra, AD	
	e) Monitoring of nodal officers	R N Maharana, SC	Amita Patra, AD	
3	All Training Course Files (Except OLM & ETC)	R N Maharana, SC	Concerned Course Coordinators	Luna Malla, DDO
4	OLM Training	S Barik, JC	P.K Nayak, Instructor	Luna Malla, DDO
5	MGNREGS, OSSAT	R N Maharana, SC	S.K Swain, Core Faculty	Amita Patra, AD Luna Malla, DDO
6	Training on e-Governance and Digital Transaction	R N Maharana, SC	T Sahu, Core Faculty	S. K Mishra, AD Luna Malla, DDO
7	Training on Water & Sanitation	R N Maharana, SC	P Sahu, Core Faculty	Luna Malla, DDO S. K Patra, Instructor
8	Training of ETC i.e- Monitoring	S Barik, JC	P.K Nayak, Instructor	Anamika Adhikari, Instructor Luna Malla, DDO

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