

Chapter-1 Introduction

1.1 The background of this Information Manual

In a Democratic Republic, Informed citizenry, transparency of information, eradication of corruption, accountability of Government administration to the governed are essentially required for preservation of the democratic ideal. With the objective to ensure access to information to members of public, 'The Right to information Act ,2005 (the Act) has been enacted by the parliament in the Fifty Sixth Year of the Republic of India. Every Public Authority, as per provision made under the section 4(1) (b) of the Act, is required to disclose its activities functioning, duties and responsibilities etc for information of the public. In compliance to said provisions of the Act and Govt. of orissa's Notification , Deptt. of Water Resources, Govt. of Orissa , Bhubaneswar has published this manual for access of such information for the General Public

1.2 Organization of the information in this Information Manual(I.M)

chapter-1 contains introduction and purpose of publication of this Information Manual. It also covers definitions of various terms used in this book and procedures and Fee structure of getting information from the public Authority.

Chapter-2 throws light on particulars of the Deptt. of Water Resources, its organization, functions and duties.

Chapter-3 explains the procedure followed by the Department in decision-making process.

Chapter-4 covers details of power and duties of officers employees under the Department.

Chapter-5 gives a description of Rules, Regulations, Instructions, Manual and Records, for discharging functions assigned to this Department .

Chapter-6 gives a statement of the categories of documents that are held by the Department and authorities under its control.

Chapter-7 contains Particular of arrangement that exist for consultation with ,or representation by, the members of the public in relation to the formulation of its policy , or implementation thereof .

Chapter-8 depicts a statement of boards, committees and other bodies constituted as the part of this Department.

Chapter-9 excepts the Directory of officers and Employee of the Department.

Chapter-10 contains particulars relating to the Monthly remuneration received by each of officers and employee of the Department including the system of composition as provided in regulations.

Chapter-11 covers the budget allocated to the Department and authorities under its control.

Chapter-12 explains the manner of execution of subsidy programmes of the Department.

Chapter-13 contains particulars of Receipts of concessions, permits or authorization granted by the Department.

Chapter-14 Provides the details of the information related to the various schemes, which are available in the electronics format.

Chapter-15 contains particulars of the facilities available to citizens for obtaining information.

Chapter-16 gives the names, designations and other particulars of the public Information Officers, Assistant Public Information Officers and the Appellate Authorities of the Department.

Chapter-17 deals with information on miscellaneous matters, which may be of use to public .

Definitions.

In this Information Manual , unless the context otherwise requires:-

(a)Principal Secretary means “Principal Secretary to Govt. of Orissa Deptt. of Water Resources

(b) “ public Information Officers “(PIO) and “Asst. public Information officers “(APIO) means the Officers designed under sub-section(1) and sub-section (2) of section 5 of the Information Act 2005 by the Public Authority.

(c)“Appellate Authority” means the Department Appellate Authority designated under sec.19 of the Act by the public Authority.

(d)“Department” means the Deptt. of Water Resources located at Rajiv Bhawan in the back side of the main Secretariat Buildings.

(e) Rules means “The Orissa Right to Information Rule 2005” as amended from time to time.

(f) “ public Authority” means Department of Water Resources Govt. of Orissa.

Other words and expressions used in this Information Manual should originally carry the same meaning as defined in Act and Rules.

Person/Persons desiring to get information from he public Authority may get the same on payment of fees and the ,manner as prescribed in the scheduled under Rules-4 and 7 of Orissa Right to Information Rules,2005 as amended from time to time.

Fees/Amount to be charged for providing information

PART-I

(A)	Application fee	Rate to be charged	Mode of deposit
(I)	Application fee seeking information	Rupees Ten per Application	Treasury Challan/Cash
(ii)	Application fee for 2 nd Appeal	Rupees Twenty five	Court fee stamp

PART-II

(B)	Amount to be charged for providing information		
(I)	Inspection of documents	No fee for 1 st hour and Rupees five per each 15 minutes there after	By Cash
(II)	A-4 size paper for each folio Larger the A4 or A3	Rs.2/- per each folio Actual cost or price of a copy	
(a)	Print out from computer per page	Rupees ten	By Cash
(III)	CD with cover	Rupees 50/- per CD	By Cash
(IV)	Floppy Diskette(1.44MB)	Rupees Fifty per Floppy	By Cash
(V)	Maps&Plans	Reasonable cost to be fixed by P.I.O. Depending upon the cost of labour and material and equipment and other ancillary expenses	By Cash
(VI)	Video Cassette/Microfilm/Microfiche	-do-	By Cash
(VII)	Certified sample of material	Actual cost of price for sample or material	By Cash

N.B Proper and authenticated money receipt to be issued for all cash payment. The office is to state the cash receipt No. on the application Form 'A'

chapter-2(Manual.1)
Particulars of Organization, Function and Duties

2.1	Objective/Purpose of the public authority	
2.2	Mission/vision Statement of the public authority	
2.3	Brief history of the public authority and context of its formation.	
2.4	Duties of the public authority	
2.5	Main activities/function of the public authority	
2.6	List of services being provided by the public authority with a brief write-up on them.	
2.7	Organizational Structure Diagram at various levels namely, state, direction, region district, block etc.(whichever is applicable).Separately attached below.	
2.8	Expectation of the public authority from the public for enhancing its effectiveness and efficiency.	
2.9	Arrangements and methods made for seeking public participation/contribution.	
2.10	Mechanism available for monitoring the service delivery and public grievance resolution.	
2.11	Addresses of the main office an other offices at different levels.(please categories the address district wise for facilitating the understanding by the user).	
2.12	Morning hours of office: Closing hours of the office:	

2.1 Objective/Purpose of the public authority:-

Aims and objective of the Department of Water Resources is to increase the agricultural productivity of the State by way of creation of additional irrigation potential and better management of potential created, The activities of the Department also extends to socio-economic development, navigation, hydro power generation, water supply and flood control, drainage etc. Above all, the main objectives of the Department is to bring an all round prosperity of the state.

2.2 Mission/vision Statement of the public authority:-

Orissa is Primarily an agrarian state. Irrigation sector holds the key to Orissa's economic development and poverty alleviation. The state has a cultivate land of 61.65 lakh .It has been assessed that 49.90 lakh can be brought under irrigation through major, medium and minor (flow & lift) irrigation projects.

Being an agrarian state, the Government is attaching utmost importance for irrigation development. During XI plan period, following targets have been set to augment the irrigation potential.

1. At least 35% of the cultivate area of each block will be provided irrigation facilities.
2. All ongoing major and medium irrigation projects that have spilled over from 10th plan has been Planned to be completed according to a strict time schedule. Additional irrigation potential of 469.00th.ha through major, medium and minor (flow & lift) irrigation projects will be created.

3. Restoration of Water bodies & in-operable LIPs will be taken in Priority basis to minimize the gap between potential creation and utilization.
4. For equitable distribution of water, all irrigated commands will be handed maintenance Status of Irrigation projects.

1. Major & Medium Irrigation Sector

It has been assessed that 3130.00th.ha cultivatable land can be brought under irrigation through major and medium irrigation projects. By end of March 2008, 1260.90th.ha of net irrigation potential has been created through 118 projects that include 33 ongoing projects.

2. Minor Irrigation(Flow)

It has been assessed that 970.00th.ha of cultivatable land be provided irrigation through minor(flow) projects. By end of March 2008, 529.23th.ha of net irrigation potential has been created. At present, this department is looking after construction, operation and maintenance of Minor Irrigation (flow) projects having ayacut above 40 ha.

3. Lift Irrigation

It has been assessed that 890.00th.ha of cultivatable land can be provided irrigation facilities through Lift irrigation projects.

Government have declared the year'2008 as the year of irrigation and set the following targets:

1. 3 to 4 Medium irrigation projects Will be taken up in every block.
2. Renovation of old Medium irrigation projects under OCTMP with World Bank assistance will be taken up.
3. 1000 LIPs will be installed.
4. Targets for Major/Medium irrigation projects to be fixed and monitored.
5. CADA works to be taken up under NREGS.
6. Canal system to be improved under NREGS.
7. 25000 shallow tube wells to be installed under Jananindi with subsidy with from APICOL.
8. Irrigation source to be created in every village. With NREGS where it is less than 35%.

For long term solution of flood problems, construction of reserver with adequate flood cushion is required .Under the present circumstances, constructions of flood control reservoirs are difficult due to large scale submergence and other environment and ecological aspects. Therefore, the Department has planned other measure such as construction of cascade reservoirs in such a way hat effective flood moderation is achieved ,Besides ,raising and strengthening of flood protective embankments, clearance of river mouths, inter basin transfer of water in the state, Flood plain regulation/Flood plain zoning & Flood forecasting systems have also been planned for effective flood management

2.3 Brief history of the public authority and context of its formation.

Water has always played a major role in human societies. It is a source of life and prosperity and a cause of death and devastation. Because of this close relationship between water and man , water resources management has been viewed as a crucial vehicle for socio-economic development.

Water resources development in the state was taken up in the late 19th century to curb the destructive effect of water ,particularly the devastating floods of river Mahanadi. Through some noticeable works were done during the nineteenth and early twentieth century, concerned efforts were not attempted to remove regional disparity. Large parts of the state continued to remain in the grip of flood and famine in the Pre-independence period. After independence water resources development was given top priority in national agenda. Water being a state subject ,state Governments were encouraged to invest heavily in hydraulic infrastructure in order to promote growth, mitigate risk and alleviate poverty . At the initial stages ,in Orissa, major & medium irrigation projects works were under Public Works Department & minor

(flow) irrigation works under the control of Revenue Department .In the Year 1962, a separate Department called Irrigation and power was set up to expedite the construction work of major and medium irrigation projects, Minor irrigation works were transferred to Rural Engineering Organization(REO) formed under Planning & Co-ordination Department .In 1980 ,the R.E.O. Was transferred to the Irrigation and Power Department . The year 1990 witnessed major changes In secretariat Administration ,resulting in the reorganization of Department and creation of several new departments .A new department called Rural Development Department was created and Irrigation & power Department was split into Department of Irrigation and Department of Energy. Major and medium Irrigation remained with the Department of Energy,minor Irrigation works were transferred to R.D. Department.

In the mean time ,other sectoral demands of water such as domestic urban agglomeration,industrial. Have been increased considerably which warranted an integrated water resources development and management approach. To face the challenge ,first National water Policy was framed in 1987. Following the principles of National Water Policy,the state Water Policy was framed in 1994,which underscore the need of a coordinated approach to the state's water resources development. Administrative initiatives were taken to bring all water -related subjects under one umbrella ,and in the year 1994,Irrigation Department was restructured as water Resources Department ,which became the nodal department with regard to all matters concerning the decision in the year 1996,the Minor Irrigation works dealt by R.D Department and Command Area Development works dealt by Agriculture Department were transferred to the Water Resources Department.

2.4 Duties of the public authority

1. Administration of various Navigation, Embankment and Drainage Acts and Rules made thereunder.
2. Water for Irrigation and navigation canal,drainage embankments and water stroge and all works connected therewith.
3. Maintenance of Indian Water ways
4. Construction and maintenance . Of building required solely for the administration of canals and embankments of Major and medium Irrigation.
5. Flood Control and River Taming Works.
6. All matters relating to Civil construction and maintenance of Dam projects except Upper Indravati Hydro-electric Project up to the point of generation in coordination with Energy Deptt.
7. All matters relating to land acquisition ,land reclamation and resettlement in connection with the projects pertaining to the Department.
8. Command Area Development.
9. Excavation ,execution and maintenance of minor Irrigation as defined by Govt. of India from time and Tank Projects.
10. Lift Irrigation Corporation.
11. Orissa Pani Panchayats.

2.5 Main activities/function of the public authority:-

The Department of Water Resources is headed by Dr. Aurobindo Behera,IAS as Principal Secretary since 3rd June 2006. The Department has 7 wings namely;Major & medium Irrigation,Minor Irrigation(flow & Lift),Rehabilitation and Resettlement ,Land Acquisition ,Finance,CAD&WM & Monitoring. Each wing is headed by an Officer. To achieve desired objectives,the Department is assisted by seven organizations. The activities of these organizations are enumerated below.

Major & Medium:-

The Organization deals with following works.

- Formulation of State Water Plan & State Water Policy.
- Implementation of Major & Medium Irrigation Projects and their operation & maintenance.
- Involving farmers in irrigation system operation & maintenance activities relating to Major Medium irrigation projects.
- Interstate matters relating to rivers common to neighboring States.
- Flood control and Drainage works.
- Industrial water supply & collection of industrial water rate.

Minors(flow) :- This organization looks after following works.

- Implementation of Minor irrigation projects (flow) above CCA40 ha and their operation and maintenance.
- Pani Panchayat (Participatory Irrigation Management works for Minor (flow) Irrigation projects.

Ground Water Survey & Investigation:-

Deals with exploration and regulation of ground water including creating mass awareness for artificial recharge in view of depletion of resources.

Command Area Development:-

Deals with construction of field channels, field drains & other multi-disciplinary activities of irrigated agriculture in selected command areas below the outlet.

Orissa Lift Irrigation Corporation Ltd.:-

This autonomous organization was setup in 1996 to impart advanced training to officers and farmer associated with irrigated agriculture activities. Besides, this organization is also involved in research and consultancy activities pertaining to land, water and crop management.

Orissa Construction Corporation Ltd.(OCC):-

Corporation was established in the year 1962, under the Companies Act, 1956, as a wholly owned Government of Orissa enterprise to undertake construction activities. Later, the activities of this Corporation are extended to the field of construction consultancy and IT services.

2.6 List of services being provided by the public authority with a brief write-up on them.:-

● **Accelerated Irrigation benefit Programmes (AIBP)**

Major and medium irrigation projects are capital intensive in nature. The state Governments with limited resources find themselves unable to meet desired fund demands of all the projects. Therefore, the projects completion gets delayed and a large number of projects in the country have spilled over from one plan to another. Further, funds spent on these projects are locked up and the country is not able to derive the desired benefits. This was a matter of grave concern for the Union Government. Against this background (AIBP) was launched by Government of India during 1996-97 to provide financial assistance to state Government for accelerating the pace of irrigation development in the country.

The primary objectives of AIBP are:-

- i. To accelerate implementation of large irrigation projects which are beyond the resources capability of State Governments.
- ii. Expeditions completion of the projects which were in advanced stage of completion.
- iii. To realize bulk benefits from irrigation projects.

● **Rural Infrastructure Development Fund(RIDF)**

Inadequacy of public investment has decelerated growth rate agricultural and rural infrastructure sectors since the 8th Five-Year Plan. There are many infrastructure projects, which have been started but are lying incomplete for want of Resources. Even though there is an urgent need of creating adequate employment opportunities in rural areas through development of infrastructure, there had been virtually no infrastructure arrangements for financing rural infrastructure. Against this background, the Government of India in Budget of 1995-96 announced the scheme for setting up rural infrastructure development fund (RIDF) to be operationalized by NABARD. This fund has emerged as a popular and effective scheme for

financing rural infrastructure projects.]

Assisting State Government for the completion of ongoing rural infrastructure projects and also taking up new projects.

- i. Irrigation Projects.(Major,Medium & Minor)
- ii. Flood Control & Drainage Projects.
- iii. Agriculture and Allied Activities.
- iv. Rural Connectivity.(Road & Bridges)
- v. Social Sectors (Rural water Supply,Infrastructure for PHC,Educational Institution & e-governance).

- **Japan Bank for International Co-operation (JBIC)**

Japan is providing ODA(official Development Assistance) loan developing countries at low rates

An outlay of Rs.122.00 Crore has been provided for the Year 2008-09 with target to create additional irrigation potential of 8.00 thousand hectares.

- **Orissa Integrated Irrigated Agricultural and Water Management Investment**

The Orissa Integrated irrigated Agriculture and Water Management Investment projects (OIIAWMP) was conceptualized with the support of the Asian Development Bank (ADB) to maximize the state of interest and with long repayment periods to develop and improve the economic and social infrastructure for sustainable economic cooperation operations are in charge of the major part of ODA loans. So far 3 Major projects namely Upper Indravati Irrigation project(RD 15.00 to 52.00K.M),Upper Kolab irrigation project(RD 14.00 to 41.78 K.M) & Rengali Left Bank Canal (RD 29.177 to 71.313 K.M) have been sanctioned under this scheme.

- **Orissa Community Tank Management Programme(OWSIP).**

Government of orissa in partnership with Government of India has initiated a projects to repair and rehabilitated approximately 900 minor irrigation tanks having a command area of 40 ha to 2000 ha and covering 1.20 lakh ha across the state of orissa with funding from World Bank. Tank irrigation is one of the oldest methods of irrigation in orissa . The State has 28,303 tanks approximately,including tanks of the Government and private Sector(Go, Minor Irrigation Census,2001).About 3646 of these tanks are relatively large with an irrigation capacity 0of 5.47 million hectares. These 3646 tanks irrigate between 40 to 2000 ha land and are managed by the MI Department .The Orissa Community Tank Development and Management Society (OCTDMS) has been formed as a special purpose Vehicle(SPV) under the Department of Water Resources,Government of orissa and will conceptualized and operationalized the orissa Community Tank Management project(OCTMP).The project envisages execution through primary and Secondary institutions from the state project Unit to he Community Level Groups with facilitation of Support Organization.

- **Orissa Water Sector Improvement project(OWSIP)**

1. The project”Mahanadi Basin Development Plan” has been reamed as Orissa Water Sector Improvement project. The proposals envisages modernization of irrigation projects,construction of new irrigation projects besides flood control and drainage development I Mahanadi Basin. The project will be implemented in phased manner through financial assistance of World Bank. At present,preliminary activities such as survey,investigation & project report preparation are under progress. Funding for thjis project is likely to be made available during 2009-10. An outlay of Rs 11.20 Crore has been proposed under this scheme during 2008-09.

- **Repair,Renovation and Restoration of Water bodies.**

Minor irrigation pro0jects have contributed substantially to augment the irrigation potential. It is estimated that there about five lakh water bodies such as lakes and tanks used for irrigation in the country. These projects generally suffer from the tanks,poor maintenance and management,encroachment,etc. It is necessary to restore the storage capacity of water bodies with the purpose of recovering their lost irrigation potential. With this aim in view,a scheme called “National project for directly linked to Agriculture” has been launched on pilot basis by the Government of India during 2004-05.

- (a) To restore and augment storage capacities of water bodies.
- (b) To recover and extend their lost irrigation potential.

Biju Krushak Vikash Yojana

Minor irrigation projects are environment -friendly and they provide gainful employment opportunities to the rural population, resulting in optimum utilization of resources. A large number of small irrigation projects on streams & rivulets can provide irrigation to the lands of tribal beneficiaries. The technology close to the heart of the tribal and the projects are therefore amply suitable for self-management. The pani panchayat scheme has aroused widespread enthusiasm. Requests are pouring in to set up new minor and lift irrigation projects and revive the derelict ones. It is, therefore, felt that new emphasis on Minor & Lift Irrigation projects can be cast in the mould of pani panchayats, which will provide increased momentum to the campaign. With the above objectives in view, Government launched a new scheme name as "Biju Krushak Vikash Yojana" during 2001.

Hirakud Development Plan

Hirakud multi-purpose project completed 50 years of its glorious existence in 2007. It occupies a pride of place in the state's progress, as it has contributed immensely to the control of floods, generation of electricity and providing irrigation facilities to the farmers in the Mahanadi delta. The project was originally designed to provide irrigation to 153750 ha of land in Khariff season and 76875 ha of land in rabi season. After so many years of its existence, the Hirakud project is irrigating 163036 ha in khariff and 115481 ha in rabi, much more than what was envisaged in the project originally. It is true that despite a larger area having been brought under irrigation there are pockets especially in the tail-end areas where or getting inadequate water. This is due to the fact that the canal systems get deteriorated resulting in decrease in carrying capacity of canal. It is also observed that over drawal of water at head reaches makes water scarcity in tail-end areas even though design discharge the canal has been maintained. Participatory irrigation management (Pani Panchayat) provide a platform to sit together, take stock of total availability of water and its scientific use with a view to serving the need of all the farmers in the command.

It has been the government's endeavor to improve canal systems from time to time and also to sensitise farmers about judicious use of water programmes to develop a part of the Hirakud command area were taken up under World Bank supported Water Resources Consolidation project (WRCP) and Accelerated irrigation benefit programme (AIBP). At present, Rampur & Berkly system modernization work is under progress through NABARD. It is proposed to consolidate irrigation in the balance command area of Hirakud system through state Fund and World Bank funded Orissa Water Sector Improvement Programme (OWSIP).

To begin with a sum of Rs.2.00 crore was allotted from state's own resources during 2007-08. During 2008-09, it has been programmed to spend Rs.50.00 Crore from state's own resources for improvement of the system.

Bharat Nigam Programme:-

This is time bound programme (2005-2009) launched for building rural infrastructure in the areas of Irrigation, Roads, Housing, Water Supply, Electrification & Telecommunication connectivity. Specific targets are to be achieved under each sector. The irrigation component of Bharat Nigam aims at creation of irrigation potential of 100 lakh hectare in four years i.e from 2005-06 to 2008-09 a National level. Orissa has proposed to create 3.923 lakh ha of additional irrigation potential with projected investment of Rs2649.29 Crore.

35% Irrigation Master Plan

There is a wide difference in geographical distribution of irrigation facility in the state. Some blocks have more than 50% irrigation facility whereas other have less than 5% facility. Krishnaprasad block in Puri district has no irrigation facility. Government have, therefore, decided that a Master Plan for each district should be drawn up so as to provide at least 35% irrigation in every block during the next five years i.e from 2005-06 to 2009-10. Collectors were requested to prepare Master Plan of their districts. All collectors submitted their Master Plan, which incorporates Major/Medium, Minor, lift and other sources of

Irrigation facility. By now, 15 such defect blocks have achieved 35% irrigation facility. As per the action plan for 2008-09, 18 blocks will be brought under 35% irrigation during the current financial year 2008-09. While submitting the Master plan the Collectors have indicated 27 blocks in Orissa will not be able to achieve 35% irrigation facility by 2009-10. Efforts are being made to explore the possibilities of augmenting irrigation potential in these blocks through other sources of irrigation by identifying suitable sites for water harvesting structures, check dams, nala bunds etc. and also by identifying suitable pockets like ground water prospect zones, ground water recharge points such as percolation tank, recharge pit etc.

Government have declared the year 2008 as the year of irrigation and set the following targets:

1. 3 to 4 MIPs will be taken up in every block.
2. Renovation of old MIPs under OCTMP with World Bank assistance will be taken up
3. 1000 LIPs will be installed.
4. Targets for Major/Medium irrigation projects to be fixed and monitored.
5. CADA works to be taken up under NREGS.
6. Canal systems to be improved under NREGS.
7. 25000 shallow tube wells to be installed under Jananidhi with subsidy from APICOL.
8. Irrigation sources to be created in every village with NREGS where it is less than 35%.

Flood Control & Drainage

Orissa falls under a tropical climatic zone. The floods in the state occur mostly during monsoon season due to heavy rainfall caused by synoptic scale monsoon disturbances. Almost every alternate year, vast areas of the state are inundated due to flood or flood coupled with cyclone. The flood-prone area of the state has been assessed to be 33.40 lakh ha, which is 21.45% of its geographical area. Total control or flood is not practicable from economic considerations & management rationally refers provision of reasonable degree of protection against floods by structural/non-structurable measures to mitigate the recurring havoc caused by floods.

During the last five decades, a number of structural and non-structural measures have been taken to minimize flood. As a part of structural measures, two flood control reservoirs namely Hirakud on the Mahanadi & Rengali on the Brahmani have been constructed. Similarly, the Chanduli dam & Icha dam (under construction) in Jharkhand will control flood to some extent in Subernarekha delta. Besides, 6515 Kms. of protective embankments, 1952 spurs & different basins to control the flood & saline ingress in the delta/low lying area.

The natural topographical factor (flat terrain) is the primary cause of drainage congestion in coastal belts of Orissa. Therefore, disposal of run-off resulting from rainfall takes considerable time. Further, the problem gets aggravated due to formation of sand bars across the river mouths and tidal lockage. The drainage congestion affects crop yield. It has been estimated that 30% of the CCA i.e. 2.17 lakh ha suffers from poor drainage and water logging problems. To harness the potential for increased agricultural growth, a master plan amounting to Rs. 856.46 Cr. To retrieve 1.90 lakh ha of waterlogged area has been prepared & submitted to CWC for necessary clearance.

Command Area Development & Water Management (CADWM) programme

Command Area Development and Water Management (CADWM) programme, a Centrally Sponsored Plan Scheme is being implemented in the State since 1976-77 with the main objective of reducing the gap between irrigation potential created and that utilized. The programme aims at enhancing agricultural production and productivity in irrigated commands by judicious and equitable distribution of the available irrigation water with active involvement of farmers through participatory Irrigation management (PIM):

Ground Water Survey & Investigation (GWS&I)

In this millennium, the trust on ground water is increasing exponentially to support the exploding population for the domestic, irrigation and industrial needs. A comprehensive understanding of the ground water regime, its recharge and discharge characteristic is very important to evolve strategy for its optimal utilization. Hence precise assessment of quantity of planning its development. Orissa has a geographical area of 1,55,700 Km² with a vast track of coastal plains, it receives on an average annual precipitation of

about 1500 m.m. The prevailing topography, Climate and soil condition exert lot of influence on the infiltration-run off characteristics of the hydrological cycle. The diverse rock types, ranging in age from Archaean occupies about 80% of the total geographical area of the state.

The state has an estimated ground water potential of 21.011 BCB, out of which 60% i.e. 12.607 BCM can be safely utilized. The present level of average 18.31%. By March 2004, in total 389140 ground water structures have been grounded only for irrigation use.

Water & Land Management Institute(WALMI)

Water, land and soil sustain life on Earth. These natural resources are integral parts of the environment which needs to be conserved and efficiently managed to enhance productivity, achieve economic growth and promote environmental quality. No nation can afford to squander or pollute these natural resources while using them in crop production or other activities. Drought, flood, cyclone and land degradation have been identified to be the major constraints that limit agricultural production per unit area and per unit volume of water with scientific management of water, land and soil has been accorded top priority. An integrated approach in sustainable development and management of water and land resources is, therefore, imperative to make success in state's efforts to alleviate poverty and mitigate the hardship of the masses. Under the above compelling circumstances, the necessity of establishing an Institution at State level was felt and as per advice of the Government of India, water and Land Management Institution (WALMIs) were established in most of the states during 1980's.

Orissa Lift Irrigation Corporation

Orissa Lift Irrigation Corporation is a State Government undertaking established in the year 1973 to exploit the surface and ground water resources on a massive scale by pooling funds from all sources with the following objectives.

- Investigating and developing ground water and surface water resources by executing, establishing, and improving lift irrigation projects (tube Well & River lift projects)
- Promoting lift irrigation enterprises and manufacturing, machinery, implements, and tools considered likely to promote the advance of lift irrigation in the state.
- Assuming ownership of existing systems and infrastructure.
- Conducting ground water investigation and exploration.

Prior to that, Lift Irrigation projects were executed by the Directorate of Lift Irrigation. During 1996, responsibility of ground water survey and investigation has been taken out from OLIC and a separate Directorate was established to look after the aforesaid works. Therefore again during 2002, the State Government decided to restructure OLIC aiming to execute new LI projects to create additional irrigation potential and handing over the same to Pani Panchayat for O&M in the State. After implementation of Pani Panchayat Act, 2002, OLIC is no more collecting water rate from the cultivators of the Pani Panchayats.

Orissa Construction Corporation Limited

Early 1960s witnessed a large number of major power, irrigation, industrial, road and harbor projects coming up in Orissa. There was need for development of infrastructure in the public sector for taking up these projects with emphasis on cost, quality and time to build up a cadre of engineers specialized in sophisticated construction activities. To meet this challenge and to break the monopoly of the private contractors, the Government of Orissa launched Orissa Construction Corporation Limited, which was incorporated as a wholly owned government company on 22nd May 1962 under the Companies Act, 1956. The formation of the company was aimed at achieving flexibility and commercial expediency in fulfilling the above objectives.

During its more than 45 Years of experience, the company has developed expertise and know-how on planning, designing and construction and executed a wide variety of construction jobs on turnkey basis.

Participatory Irrigation Management

The concept of participatory Irrigation Management (PIM) has been recognized all over the world has a tool for improving irrigation management need to be restructured to make water management efficient. However increasing demand of water in all sectors including irrigation made it imperative that

the efficiency of the Irrigation Water Management must be increased. National Water Policy and state Water Policy, lay emphasis on participatory irrigation management to be adopted as an essential strategy for improving the performance of all the irrigation projects and therefore farmers should be involved progressively from the grass root level particularly in water distribution & canal maintenance. Thus the Govt. has planned to involve farmers users in a more systematic way, at least, at the tertiary level of the canal systems for alleviation of the management problems.

Supply of Water and Collection of Water Rate from Industrial /Commercial Establishments

Water Resources Department allocates water to different industries/commercial establishment as per the provisions of Orissa Irrigation Act 1959 & time to time. Presently, water is being provided to industrial units/commercial establishments as per recommendations of the Technical Committee known as Water Allocation Committee.

The collection of water rate from both the agricultural sector and industrial sector was earlier vested with the Revenue & Excise Department. Responsibility for collection of industrial water rate from industrial sector was transferred to Water Resources Department vide Revenue & Excise Department Notification dated 29th September, 1999 and 11th October, 1999. The Department of Water Resources has been collecting the water rate from the industrial units/commercial organizations through their Executive Engineers and Assistant Engineers w.e.f. 01.04.2000.

The demand of water rate from the industries / commercial organizations for the Year 2007-08 was Rs.1967.86 lakh. Out of this, an amount of Rs.976.23 lakh has been collected by March, 2008. Industries/commercial entities have been advised not to use ground water for commercial purposes without permission.

2.7 Organizational Structure Diagram at various levels namely, state, direction, region district, block etc.(whichever is applicable).

2.8 Expectation of the public authority from the public for enhancing its effectiveness and efficiency.

The public Authority desires that constructive co-operation from the public by extending their support in effective implementation of various on going projects in the State for creation of more Irrigation potentialities.

2.9 Arrangements and methods made for seeking public participation/contribution.

So far as Secretariat Establishment of the Department of Water Resources is concerned, there is no citizen interaction excepting a few cases, where they are called for or where they appear in persons with due permission of the officials, they want to visit/meet to.

2.10 Mechanism available for monitoring the service delivery and public grievance resolution:-

Grievance cell has been functioning in the office of the Honorable Chief Minister & Honorable Minister of Water Resources and Principal Secretary to Govt. Deptt. of Water Resources to redress grievance of the public. Besides grievances of the public are also attended to immediately on receipt of written statement/application from them and action taken in the matter is intimated to them in their postal address.

2.11 Addresses of the main office and other offices at different levels.(please categorize the address district wise for facilitating the understanding by the user).

**Department of Water Resources
Orissa Secretariat,
Rajiv Bhawan
Bhubaneswar-751001**

Department of Water Resources is a Government Department of Secretariat and Situated in a separate building in Rajiv Bhawan from floor-I to V and in North block. This is in the back side of the Main Secretariat building and adjacent to Freedom Fighter Petrol Pump.

2.12 Morning hours of office:

Closing hours of the office:

For office - 10 A.M to 5.P.M in each working days.

For public - 2 P.M to 5 P.M on requisition made in the reception counter.

During emergency, the office remain opened beyond office hours, Sundays & holidays.

**Chapter .3(Manual.2)
Power an Duties of Officers and Employees**

Designation	
Power	Administrative
	Financial
	Others
Duties	

The table is attached below.

Power and duties of Officer and employees

(Section 4(1)(b)(ii)

Power and duties of Officers and Staff of the Department of Water Resources

Secretariat Establishment-Main Wing

SI. No.	Designation of post	Powers				Duties attached
		Administrative	Financial	Statutory	Others	
1	2	3	4	5	6	7
1	Principal Secretary	Full Power	As per Delegation of Financial			Separately furnished
2	Additional Secretary	-do-	power			-do-
3	FA-cum- Addl. Secy	-do-	-			-do-
4	FA-cum-joint Secy.	-do-	-			-do-
5	Joint Secy/Deputy Secy.	-do-	-			-do-
6	OSD-cum-Dy. Secy.	-do-	-			-do-

7	Dy. Director-cum-Ex. Officio under Secy.	-do-	-			To look to the development of Rehabilitated people of the project.
8	Section Officer	-		-		Supervision of work of Assistant and look to the functioning of the branch to which posted
9	Asst. Law Officer			-		Legal matter
10	Asst. Director(Community Mobilization)			-		To look to the development of rehabilitated people of the project
11	IPDP Officer			-		-do-
12	Asst. Conservator of Forest					-do-

Cases to be disposed of by The Chief Minister, Orissa and Minister, Water Resources.

1. All cases to be submitted to the Cabine4t or Governor.
2. All matters relating to the business of OLA& parliamentary Affairs.
3. Creation of Gazetted Posts/
4. Appointment, promotion,transfer and resignation of Gazetted Officers of and above the rank of Assistant Engineers
5. Disciplinary matters of Asst. Engineers and above.
6. Sanction of prosecution against Gazetted Officers of the rank of Asst. Engineers and above.
7. Vigilance cases and allegations relating to Asst. Engineers and above.
8. Creation,abolition and reorganization of Circles,Divn. Etc.
9. Projects involving international Financial Assistance.
10. Important correspondence received from/addressed to the Govt. of India and Planning Commission.
11. Promulgation,Modification,relaxation and Repeal of Rules(Whether statutory or Non-statutory).
12. Construction f (a) Control Board of Multipurpose Projects,(b) State Flood Control Board and © Other Committees.
13. Approval for purchase of Machinery & Equipment and Tools and Plants for Irr. Flood Control Projects.
14. Approval for construction of bridges.
15. Approval to long term base of Departmental land for a period exceeding one year.
16. Allocation of Water to different industries from sources of Irrigation,Multi purpose Projects.
17. Matters relating to Budget,Cut-motion, Resolution and legislation.
18. Tender above Rs.5.00 Crores which requires Government approval.
19. Splitting of works.
20. Revision of rates and modification of contract.
21. Grant of works advance to Contractors.
22. Grant of extension of time to contractors.
23. Approval of deviation statement exceeding 10% of the contract value.
24. Acceptance of claims of contractors.

25. Acceptance and contest of arbitrators award.
26. Filing of Civil suits against the Private Parties.
27. Cases relating to execution of works without calling for tenders
28. Revision of hire charges of Tools and Plants lent to Contractors.
29. Disposal of surplus material and other assets in different wings of Water Resources.
30. Interpretation and clarification of codal Rules and Provision of contract forms.
31. Remission of Revenue.
32. Confirmation, Deputation and Training outside the State of Asst. Engineers and above.
33. Representations and appeals of Non-Gazetted and Gazetted staff.
34. Size of the Five Year plan, Annual Plan Central Assistance.
35. All cases involving recommendation of matters relating to Orissa Irrigation Act and Rules there under.
36. Cases involving recommendation of the State Planning Board.
37. Water Rate Administration and matters relating to Orissa Irrigation Act and Rules there under.
38. Administrative approval of Projects for investigation and execution (Irrigation and Flood Control).
39. Approval of residential and non-residential building and I. Bs.
40. Transfer of fishery rights, construction of fishery jetty, leasing out of fishery rights for a period of exceeding one year.
41. Relinquishment of surplus Department lands.
42. Exemption of payment of earnest money by Govt. Undertaking in taking up contracts.
43. Sanction of Survey reports.
44. Public Accounts Committee.
45. Public Undertaking Committee.
46. Annual Administration Reports.

Cases to be disposed of by Minister (state) Department of Water Resources.

All the files which require the decision of the Chief Minister (Department of Water Resources is in his charge)/Government are routed through the Minister of State Minister of State has also been authorized to answer Assembly Question/Adjournment motion /calling attention notices etc. on behalf of the Chief Minister.

Cases to be disposed of by Principal Secretary, Department of Water Resources .

1. Sanction of prosecution of Non-gazetted staff.
2. Permission to acquire or dispose of immovable properties and movable properties by Class-I Gazetted officer of above
3. Leave, pay fixation, increment, subsistence allowance, EB and pension matters of Gazetted field officers of above the rank of Asst. Engineers and officers of the Deptt. (Secretariat)
4. Appointment, discharge, dismissal and compulsory retirement of Superintendent of Accounts, SVP, class-III and Class-IV employees).
5. Sanction of House Building advance/Motor Cycle advance for Gazetted and Non-Gazetted officers.
6. Sanction of journey outside the State, Tour Programme and tour diary in case of Gazetted officers.
7. Confirmation, deputation and training outside the state of all Gazetted field officers up to the rank of Asst. Engineer and all employee of the Department (Secretariat)
8. Vigilance cases (Class-III & Class-IV Employees)
9. Creation of non-gazetted posts under Plan and Non-plan
10. Forwarding of application and release of officers for outside employee of gazetted and Non-Gazetted officers.
11. All matters concerning office Asst. of the Deptt. And field Estt. (Non-Gazetted) including Court cases , Re- organization of Branches of Department.
12. Sanction of the annual of temporary posts (both Gazetted and Non-Gazetted) of the Deptt. (Secretariat) and field Estt.

13. Sanction of encasement of unutilized EL of gazetted field officers and gazetted officers of Deptt. Of Water Resources after their retirement.
14. Signing in the application form of officers and staff of the Deptt.(Secretariat) and gazetted field officers of the rank of Asst. Engineer and above for final withdrawal of GPF after retirement.
15. Sanction of GPF Advance both refundable & Non-refundable to officers Class-II and above both the Secretariat and field.
16. Sanction of deputation of field officers and staff of the Department (Secretariat).
17. Sanction of time bound advancement scale of pay of Asst. Engineers.
18. According of revised sanction and crossing the EB in the event of change of the date of EB sanctioned earlier consequent on fixation of pay or step up of pay or otherwise.
19. Sanction of extension of joining time within a period of 30 days on administrative ground.
20. Matters relating to all adhoc appointments in leave vacancy in Secretariat establishment of the Department posts not belonging to Home Common Cadre.
21. Representations, appeals, memorials and grievance petition addressed to Secretary.
22. Foreign Exchange requirement.
23. Hiring of building boy and fair rent for Government offices.
24. Review of Plan and Non-plan expenditures with Heads of Department and officers of the Department.
25. All land acquisition matters/Rehabilitation Cases/fores clearance of projects.
26. Relinquishment of surplus Departmental lands-sanction of L.A., estimate above Rs.50a lakhs.a
27. Briefing to Minister in reply to Assembly questions.
28. Any other matters which Secretary has directed to be submitted to him.

Cases to be disposed of by the Addl. Secretary/joint secretary/Deputy Secretary, Department of Water Resources

1. Grant of leave, sanction of increment, loan, EB, advance, pay fixation, confirmation, disciplinary processing (Except discharge and dismissal and compulsory retirement) of Class -III and Class-IV staff (Secretariat, junior engineers of projects and office of the Engineer-in-Chief, Water Resources and All Asst. Engineers.
2. (a) Sanction of Journey outside the State of Non-Gazetted officers, (b) Permission to acquire a disposed of immovable property of non-gazetted officers of the Secretariat..
3. Sanction of contingent expenditure , P.O.L., Telephone and furniture etc.
4. Sanction of investigation of all claims of staff/ Pre-audit cases.
5. Sanction of GPF advances to C;lass-IV, Class-III and specially declared gazetted officers.
6. Correspondence with Heads of Department, other state Govt. Offices, Government of India and different Agencies not involving any policy matter.
7. Exemption from Departmental and professional examination and permission to prosecute higher studies.
8. Natters relating to NMR and professional examination and permission to prosecute higher studies.
9. Matters relating to S.V.P.
10. Reserve Stock limit fixation and audit objection.
11. Civil suits, write petitions etc except where it involves decision on policy matters.
12. Sanction of land acquisition estimates above Rs.6 lakhs and up to 50 lakhs.
13. Inspection of respective sections.

Cases to be disposed by the Under Secretary to government , Department of Water Resources.

1. Forwarding of petitions and letters which heads of Departments/Public Undertakings are competent to dispose of finally.
2. Sanction of medical(Reimbursement bill of class-III and Class-IV staff.
3. Sanction of T. A. and G.I.S.
4. Correspondence with Heads of Departments and Department of Government etc. Not involving policy matter.
5. Observance of routine in office.
6. Sanction of land acquisition estimates of projects up to Rs.5 lakhs Residential and Non-residential building and sanction of Estimates.
7. Purchase of P.O.L. And maintenance of vehicles.
8. Submission of Reports and Returns under ORV Act.

DISTRIBUTION OF WORK AMONG THE OFFICERS OF DEPARTMENT OF WATER RESOURCES (SECRETARIAT ESTABLISHMENT)

Sl. No.	Name of the Branch	Name of the Branch Officer	Supervising Officer	
			1 st level	2 nd Level
1	O.E.-I	Sri P.K.Mohanty, Joint Secretary		Principal Secretary
2	O.E.-II	-do-	-	-do-
3	Confidential	Sri Rabi Prasad Das Addl. Secretary		-do-
4	Minor Irrigation	Shri Debendra Mohapatra, Deputy Secretary	Sri Surendra Kumar, Addl. Secretary	-do-
5	Lift Irrigation	-do-	-do-	-do-
6	CAD-I	Sri P.K.Mohanty, Joint Secretary	Sri Vishal Gagan, I.A.S., Additional Secretary	-do-
7	CAD-II	-do-	-do-	-do-
8	CAD-III	-do-	-do-	-do-
9	FE-I	Sri Harihar Sahoo, Joint Secretary		-do-
10	FE-II	Sri R.P. Das, Addl. Secy.		-do-
11	FE-III	-do-		-do-
12	FE-IV	Sri Harihar Sahoo, Joint Secretary		-do-
13	Legal Cell	Sri R.P. Das, Addl. Secretary		-do-
14	L.A.	Sri R. K. Nath, Joint Secretary	Sri H. K. Bisht, Director, R&R, Ex-officio Addl. Secy	-do-
15	R&R	Shri D. Mahapatra, Deputy Secretary Sri R.K. Mishra, Dy. Dir-cum-Ex. Officio Under Secretary	-do-	-do-
16	Cash	Sri R. N. Mohanty, OSD-cum-Deputy Secretary	-	-do-
17	Major-I	Shri Bhaskar Mohapatra, Under Secretary	Sri Gadadhar Parida, Joint Secy/Sri P.K. Mohanty, Joint Secy	-do-
18	Major-II	-do-	Sri Gadadhar Parida Joint Secy	-do-
19	Major-III	-do-	Sri Gadadhar Parida Joint Secy/Sri P.K.Mohanty, Joint Secy	-do-
20	Medium	-do-	Sri Sri Gadadhar Parida, Joint Secy.	-do-

21	Flood Control & Drainage	-do-	Sri Sri Gadadhar Parida, Joint, . Secy	-do-
22	Monitoring Cell	Shri D. Mahapatra, Deputy Secretary Ms. Niyati Patnaik, Under Secretary	Sri Harihar Sahoo, Joint Secretary	-do-
23	Budget	Sri B.K.Das, F.A.-cum-Addl. Secy	-	-do-
24	Accounts	Sri R. N. Mohanty, OSD-cum-Deputy Secretary	Sri B.K.Das, F.A.-cum-Addl. Secy	-do-
25	F.A. Cell	-do-	-do-	-do-
26	Internal Audit Wing	Sri R. N. Mohanty, OSD-cum-Deputy Secretary	-	-do-

N. B. 1. As per Office Order No. 30961 dt. 17.09.2008 Shri P.K.Mohanty, Joint Secretary has been allowed to look after the (i) Participatory Irrigation Management (Pani Panchayat) of Major-I Branch, (ii) Master Plan Irrigation of Major-I Branch, (iii) Affairs of WALMI of Major-III Branch.

2. As per Office Order No. 2267 dt. 22.01.2008 Shri Vishal Gagan, I.A.S., Additional Secretary has been allowed to look after (i) ADB assisted OIIAWMP (ii) Participatory Irrigation Management (Pani Panchayat) of Major-I Branch.

3. As per Office Order No. 17148/WR dt. 03.05.2008 Shri L.K.Muduli, OFS-I, A.F.A.-cum-Under Secretary to Govt. is allowed to remain in charge of the Project Finance Officer of the Orissa Community Tank Development & Management Society(OCTDMS), Rajiv Bhawan, Bhubaneswar. Besides, Shri Muduli is also declared as Drawing & Disbursing Officer of OCTDMS.

DISRIBUTION OF WORK BETWEEN F.A-CUM-ADDL.SEDRETARY(SHRI B.K.DAS) AND O.S.D.-CUM-DEPUTY SECRETARY OF THE DEPARTMENT OF WATER RESOURCES.

SI. No.	Subject/Branch	Cases to be dealt by F. A. Cum- Addl. Secretary. B.K.Das	Cases to be dealt by F.A. Cum- Addl. Secretary, Shri B.K.Das	
1	<u>ACCOUNTS</u> Processing of tenders,of extension of time,escalation ,revision of rates and deviation etc.	Matter relating to tender ,EOT,escalation,deviation,rate revision etc. in respect of M.I.,LMB,PIP,CE,Drainage ,UMB,UKP,P.A.UIHEP,C.E . Hydrometry,Sanction of survey report and disposal of scrap material will be examined and submitted to Principal Secretary.	Matters relating to Tender,Extension of time,escalation,deviation rate revision etc. in respect of BLB,BRB,BS&B Basin, UIIP,LI & LS Project,RVN Basin,Hydrology & Ground Water will be examined and submitted to Principal Secretary.	All files of Accounts and F.A. Cell shall be routed through O.S.D.-Cum-Deputy-Secretary to concerned F.A. Cum - Addl. Secretaries.
2	Budget and related matters	Matters relating to Triangular and Tripartite Committee will be examined and submitted to Principal Secretary C.A.G. Paras/Reports & PAC matters relating to 10 th Assembly	Matters relating to Estimate Committee,Public Undertaking Committee and Audit Inspection Report will be examined and submitted to Principal Secretary C.A.G. Paras/Reports & PAC matters relating to 9 th , 11 th ,12 th and 13 th Assembly.	
3	F. A. Cell		All files relating to F.A Cell will be examined and submitted to Principal Secretary.	
4	Others			Matters relating to stores Verification Party,Internal Audit will be Principal Secretary directly. Besides all the sanction orders and release orders under the administrative control of Deptt. of W.R. Shall be issued under the signature of OSD-Cum-Deputy Secretary.

Name of the Branch:-OE-I
Distribution of works Among the Assistants
Name of the Section Officer:-

SI No.	Name of the Sr.Asst.		Subject Allotted
1.	Sarat ch. Panda	(I)	Appointment,promotion,creation,confirmation,transfer/posting,deputation,gradation,special pay and allowances in general/court cases/O.R.V. Act of Secretariat establishment.
		(ii)	Representation ,important circulars.
		(iii)	Distribution of work among officers of Secretariat establishment.
		(iv)	Personal cases of Gazetted officers of Secretariat Establishment.
		(v)	Training of officers of Secretariat Establishment.
		(vi)	Establishment of Directorate of R&R.
		(vii)	Maintenance of CL account of Gazetted staff.
		(viii)	Computer training of the staff of Secretariat Establishment.
2	B. M. Mohapatra		Personal cases of Assistants and Class-IV staff.
			Staff meeting and pending list.
			Assembly & Parliament questions.
			Miscellaneous work like budget.
			Transfer & posting of Class-IV staff.
			Inspection & Audit Report.
3.	Mrs.Bandita Das		Personal cases of Non-Assistants.
			Allotment of quarters.
			Maintenance of CL account of all staff excepting gazetted establishment.
			Issue of Secretariat Entry Pass
			Absentee Statement of Staff. Roster Arrangement
			Miscellaneous cases to be allotted by the Section Officer.

Name of the Branch:- O.E-II
Distribution of Work among the Assistants
Name of the Section Officer:-

SI No.	Name of the Sr. Asst.	Subject Allotted
1.	Tarun Kumar Swain	Cont. Expenditure
		Furniture
		Xerox
		TA/LTC
		Computer
		Other Miscellaneous work relating to above subject & Assembly question
2.	Asis Kumar Majhi	(a) Rajiv Bhawan matter including reservation of Rajiv Bhawan Conference Hall.
		(b) Rajiv Bhawan Canteen matter & Allahabad bank extension Counter Cprrespondence.
		All advance including bank loan/House building advance/Motor cycle advance.Bicycle advance/Festival advance of all staff and corresspondence with AG on the above matters.
		Special House Building Advance sanctioned correspondence
		RCM
		Budget information/Audit i9nformation and compliance.
		Other miscellaneous work relating to above matters & Assembly Questions.
3.	Chatish Soren	M.V/POL etc.
		Telephone
		G.I.S. matter
		Commerce/Indent.
		Library/Reference Book.
		Other Misc.work & Assembly question.

Name of the Branch:-F.E-I
Distribution of works among the Assistants.
Name of the Section Officer:-Sri Asit Kumar Mohaopatra

SI No.	Name of the Sr.Asst.	Subject Allotted
1.	Sri Ananta Charan Das	Transfer,posting,promotion,deputation,reversin,confirmation,fixation of seniority,Tribunal and supreme court Cases pertaining to Asst. Engineer & Asst. Executive Engineers.
		Miscellaneous,Assembly question and parliamentary Question.
		All personal cases of junior Engineers.
		Tribunal cases of Jes (Civil).
2.	Sri.Pravat Kumar Acharay	Transfer,posting,promotion,deputation,reversin,confirmation,fixation of seniority,Tribunal and supreme court Cases relating to EE(C) and above,retirement cases of all civil engineers.
		Sanction of leave,GPF Stepping up pay,antedating of Ces and EIC.
3.	Sri Maheswar Baral.	Sanction of EB,Leave,GPF,stepping up pay,antedating of Civil Engineers of the rank of Executive Engineers and above except CEs and EIC.
		Sanction of journey of all EE(C) & civil engineers.
		Assembly questions.
		Sanction of journey Medical Advance and pay fixation of Civil Engineers from the rank of EEs(c) to SEs(C).
		Sanction of advance increment to pg holders,arrear investigation claims from the rank of EE(C) and above.
		Training matter of Civil engineers.
		Issue of NOC for obtaining passport of Civil engineers.
		Sanction of HBA/MCA of all civil engineers.
		Monthly pending list,quarterly inspection report of E.O

Name of the Branch:-F.E.II

Distribution of Work among the Assistants.

Name of the Section Officer:-Sri R.K.Tripathy,S.O.Level-II

SI NO.	Name of the Sr.Asst.		Subject Allotted
01.	Sri Dushasan Patra	1	Transfer,posting,promotion reference to OPSC of Mechanical Engineers to the rank of AEE to Chief Engineer.
		2.	Gradation pf AEE(M) to Chief Engineer (Mechanical).
		3.	Personal cases of AEE(M) to CE(Mechanical).
		4	Court Cases relating to above matter.
		5	Parliament/Assembly questions relating to above matter.
		6	Personal cases of AE(Mech.)/JE (Mech).
		7	Transfer,posting of JE(Mech)&AE(Mech)
		8	Promation&reference to OPSC regarding cases of JER(Mech) to the rank of AE(Mech).
		9	Gradation of AE(Mech).
		10	All court cases of AE (Mech)./JEs.
		11	Parliament/Assembly Questions relatintg to AE(Mech)/JEs.
		12	All advance of Mechanical Engineers
		13	Advance increment to PG holders.
		14	Miscellaneous.

Name of the Branch:- F.E-III

Distribution of work among the Assistants

Name of the Section Officer:-Sri Rajani kanta Tripathy

SI No	Name of the Sr.Asst.	Work & Subject Allotted
1	Sri Pratap Singh Nayak	<ol style="list-style-type: none">1. Re-organisation of Divisions/Offices under E.I.C.,W.R2. Creation,abolition of Gazetted and Non-Gazetted posts inrespect of Office of E.I.C.,W.R & Sub-ordinate offices under EIC,WR.3. Annual Estt. Review of Deptt. Water Resources.4. Estt.matters of all Class-III employee excluding SO/HC/HA/Asst.& other similar posts and above of the O/O EIC., WR and Offices under EIC.,WR.5. All Court/Assembly/VIP letters/G.C.Petitions relating to the subject.
2	Sri Sanatan Panda	<ol style="list-style-type: none">1. Matters relating to JE.2. Affairs of ODESA.3. Affairs relating to stipendiary Engineers.4. Affairs of Orissa Graduate Service Engineers.5. All court,Assembly,VIP,letters,Grievance

		petition, Miscellaneous matters relating to the subject.
3	Smt.Sabita Mohanty	<ol style="list-style-type: none"> 1. Cadre management of the Office of the EIC., W.R and AI; officers under EIC., W.R (Transfer, posting, promotion, fixation of seniority etc.) 2. Matters relating to Educational Institutions, Hospitals etc. under Deptt. of Water Resources. 3. Re-deployment of surplus staff. 4. All Miscellaneous matters. 5. All Court/Assembly/VIP/Grievance petitions relating to the subject.
4	Sri Prabin Ku.Chakra	<ol style="list-style-type: none"> 1. Appointment under R.A.Scheme. 2. Matters relating to Govt. Quarters, Guest House etc. 3. Estt. Matters S.O/H.C/1st Asst./All Similar posts and above of the O/O-EIC., WR and all other offices under EIC./, WR. 4. Collection of toll charges. 5. Sanction of Project & incentive allowance. 6. Court/Assembly/VIP letters./Grievance petitions/Miscellaneous matters relating to the subject.

Name of the Branch:-F.E.-IV

Distribution of work among the Assistants.

Name of the Section Officer:-Sri Asit Kumar Mohapatra

SI No.	Name of the Sr.Assistants	Work & Subject Allotted.
1	Sri Trilokya Bihari Mohanty	<ol style="list-style-type: none"> i. All matters of pension Adalat. ii. Allotment of Quarters in Irrign. Colony. iii. District wise review by the Chief Minister and other Minister & high Officers. iv. Correspondence on the activities of W.R.Deptt. v. Pension cases of all E.Es & A.Es under Chief Engineers of MI Wing, Ground Water Survey & Investigation & M/s OCC.Ltd & all Chief Engineers vi. Other Misc. Works.
2	Sri Janardan Panda	<ol style="list-style-type: none"> i. Answer of the question of the Parliament and answer of the Assembly Questions received from other Deptt. ii. Visits of President/Governor/Minister/Secretaries/Other officials & compliance of their tour notes. iii. Pension cases of all Mechanical E.Es/staff of OLIC & staff of W.R Deptt. iv. Maintenance of pension Register. v. Other Misc.matters. vi. Pending Assurance of W.R.Deptt. & other Deptts.
3	Ekbali Ali	<ol style="list-style-type: none"> i. Work charged/NMR/DLR Estt. ii. Reservation of Ashok Niwas iii. Submission of current Assembly question & Answer. iv. Maintenance of Rajiv Bhawan, Rajiv udyan, parts, Schools, Hospitals and others.

- v. Pension cases of all Executive Engineers & Asst. Engineers under EIC, W.R.
- vi. All EICs of W.R
- vii. Submission of progress report on pension cases of the Deptt.
- viii. Annual Administrative Report & Annual Report of W.R. Deptt..
- ix. Other Miscellaneous works.

Name of the Branch:- Major-I

Distribution of work among the Assistants.

Name of the Section Officer:- Sri Jogendranath Mallick

Sl. No.	Name of the Sr. Assistants	Works assigned
1	Sri R.N.Dhir	<ul style="list-style-type: none"> i. Majors Telating to Dam safety, Foundation of Dam Safety Committee. ii. Assembly questions relating to other Deptts. iii. All kinds f miscellaneous works relating to the Branch(Grievance Cell, Press clippings and others).
2	Sri G.C. Mishra	<ul style="list-style-type: none"> i. Matters relating to K.B.K. ii. Works relating to AJBP Projects iii. Additional Water Resources Commissioner. iv. Water Policy. v. National Water Development Agency. vi. Regional imbalance Commission. vii. Submission of all reports/returns/information to CWC. viii. Submission of U.C. Of AIBP to Govt. ix. Inter linking of rivers.
3	Sri G.C .Baral,	<ul style="list-style-type: none"> i. Formation of Pani Panchayats-enactment of related Acts and Rules there under. ii. Works of FOT & WOA. iii. All matters relating to PIM iv. Review of P.P.s/Sanction of funds to P.P v. Working of Orissa Pai Panchayat Act-2002 & Rules thereunder-2003.
4	Sri P. Sahoo	<ul style="list-style-type: none"> i. Five Years plants, Annual plan on Major, Medium, Minor, Lift, Flood control & CADA. ii. Plan Budget and supplementary iii. Master plan iv. Hydrology projects v. World bank assisted projects like Mahanadi Basin Development Projects. vi. ADB assisted Projects.
5	Sri Srikanta Ch. Das	MBDP Cell

Name of the Branch:- Major-II
Distribution of work among the Assistants.
Name of the Section Officer:-Sri Dibakar Nayak.

SI No.	Name of the Sr. Asst.	Subject Allotted
1	Sri Srnibas Mishra	All matters relating to Hirakud Dam project.
		Collection of aWater rate including Non-Agricultural use of water (Orissa Irrigation Act-41959 and Rules)
2	Sri john Kerketta	All matters relating to Balimela Dam project
		All matters relating to Potteru Irrigation Project.
		All matters relating to Upper Kolab Irrigation Project including allextension.
		Matters relating to Rusikulya System.

Name of the Branch :-Major-III
Distribution of work among the Assistants.
Name of the Section Officer:-Sri Kishore Ch. Das

SI No.	Name of the Sr. Asst.	Subject Allotted
1	Sri P.C. Sahoo	Survey & Investigation of all Irrigation Projects.
		Amendment of Irrigation Act/Rules.
		Irrigation Policy of State Government & Central Govt.& allied activities.
		Matters relating to Water Tax.
		Budget & Plan Expenditure.
		Related Misc. Matters&Assembly/Parliament Questions.
		WALMI Establishment&allied matters inclusive of OJCs and OAT Cases.
2	Sri Paramananda Sethi	All Inter-state matters of concerned Irrigation projects in respect of Major Irrigation-III Branch.
		Kharriff & Rabi Irrigation programme along with release of water in canals.
		All matters ralating to Mahanadi Chotrotpala Irrigation Island(WRCP)
		Mahanadi Birupa Barrage(WRCP)
		Naraj Project works.
		Related Assembly/Parliament questions
		Miscellaneous nature of works relating to Major Irr-III Branch.

		Collection of CCRs for holding of DPC in connection with LI,MI and Ground Water survey wings.
		Submission of quaterly return on Vigilance cases.
		Maintenance of registers showing suspension and reinstatement of Engineers.
		Review of suspension cases of Engineers working under LI,MI and Ground Water Survey.
		Preservation and maintenance of property statements received from Engineers of LI,MI and Ground Water Survey.
		Assembly question/parliamentary question in respect of Departmental/Vigilance cases of LI,MI and Ground Water Survey.
4	Sri Dhaneswar Jhalia	Maintenance/Transmission of CCRs of Internal Staff/field officers(Mechanical Engineers) of department of Water Resources.
		To collect CCRs of Mechanical Engineers for the purpose of DPC meeting, sanction of EB and TBA Scale of Pay.
		TBA Scale of Pay/EB cases of Mechanical Engineers.
		Maintenance of properly statement of field officers/staff of Water Resources Department.
		Clearance in regard to pending Departmental proceedings in Pension/Vigilance in pension un-utilised leave sanction files.
		Submission of annual/Half Yearly/Quarterly report on Inspectio and others.
		Monthly pending list for staff meeting.
5	Jadunath Mishra.	Initiation of proceeding against Civil and Mechanical Engineers arising out of Vigilance allegations
		Representation/appeal/Review petitions of Civil and Mechanical Engineers against the punishment imposed in cases arising out of vigilance allegations.
		PS case4s against Civil and Mechanical Engineers.
		Maintenance of Vigilance proceeding register.
		Clearance in regard to pending vigilance proceeding in pension/un-utilised leave sanction files.

Flood Control & Drainage Branch

1. Sri Babaji Charan Sahoo, senior Assistant.
 1. VIP, General Petition/Press Clippings.
 2. Chief Minister Office letters and All C.M. Grievances Letters.
 3. All Assembly Questions/Lok Sabha / Rajya Sabha Questions and all OLA Matters etc.
 4. Matters relating to FFW/NREGS works.
 5. Present Flood position and work relating to FIMG Cell etc.
 6. All Budget works relating to Flood Cell PSC/CAG. Other Section of Water Resources Deptt. When required information from Flood Cell.
 7. Budget Speech.
 8. Staff Meeting.
2. Sri Kora Sethi, senior Assistants.
 1. Allotment and expenditure under FDR grant relating to CRF/NCCF etc.
 2. Matters relating to submission of project proposals by I.C/C.E., Ex-Engine to SPC/OSDMA.
 3. All SRC Letters relating to FDR Grant/Cyclone.
 4. Proposals of Collector relating to Flood/Embankment/repairs and restoration of Canal/Drainage Organization.
 5. Position report of Branch closing strengthening of embankment.
 6. All other Flood damage works.
3. Sri Parameswar Behera, Senior Assistant
 1. Utilisation certificate under CRF/NCCF and u.c under Plan scheme.
 2. Administrative approval to all Flood control works under NABARD RIDF scheme.
 3. State Flood Control Board/Natural Calamities.
 4. All meetings relating to Flood Control Branch.
 5. Court matters pertaining to F.C. Cell.
 6. Sanction of funds under CSP/CWC and all proposals relating to Flood Control works connected with Govt. of India.
 7. Anti-Sea erosion works/National Water ways.
 8. Miscellaneous works relating to Flood Control Branch .
 9. Presentation of Coastal protection works.

Name of the Branch:-Legal Cell

Distribution of works among the Assistants.

Name of the Section Officer:-

SI No.	Name of the Sr.Asst.		Subject Allotted
1.	Sri Subash Chandra Nayak	(I)	O.A.T.Cases/High Court cases relating to year-2005
		(ii)	Miscellaneous matters including Assembly Questions.
		(iii)	Grievance Petitions.
2.	Sri Manmohan Mishra		O.A.T.Cases /High Court cases relating to year 2002 & 2003
			EPF Cases
			P.G.Cases
			Consumer Disputes of work chargee/NMR/DLR/job Contract.
			Workmen compensation cases.

3.	Sri Bihari Pradhan		O.A.T. Cases,High Court Cases upto year 2000
			I.D.Cases
4.	Sri Nitya ranjan Das		Arbitration cases.
			Money Suit.
			Motor Accident Claim.

**Name of the Branch:-Monitoring Cell
Distribution of work among the Assistants.**

Name of the Section Officer:-

SI No.	Name of the Sr.Asst.		Subject Allotted
1	Sri B.C.Mallick		Monitoring of different Irrigation Projects of Orissa with preparation of physical achievement and correspondence thereon.
			Preparation of monthly plan expenditure,transmission of same to different quarters and correspondence thereon.
			Convening of plan expenditure review meeting preparation and communication of proceeding thereon with relevant thereon.
			EAP and correspondence thereon.
			Preparation of meeting information for allotted with adhoc subjects and submission of MPR/QPR.
2	Smt.R.R. Mallick		correspondence on proposal to P&C Department,Finance Department and NABARD for funding by NABARD in various trenches,preparation and submission of meeting information and progress reports.
			Submission of reimbursement claims for NABARD sanctioned projects and correspondence thereon.
			Submission of projects completion reports for different NABARD sanctioned projects and correspondence thereon.

Name of the Branch:-Confidential Branch

Distribution of work among the Assistants.

Name of the Section Officer:-Sri Hare Krushna Naik.

SI No.	Name of the Sr. Asst.		Subject Allotted
1	Sri Sarat Chandra Hota.		Department inquiry reports/files received from another branches with Government orders and proposal of EIC/CEs in respect of Civil and Mechanical Engineers.
			Initiation of Department proceeding against Civil and Mechanical Engineers.
			Suspension/re-in statement of Civil and Mechanical Engineers in Departmental Cases.

		Representation/appeal/Review petition of Civil and Mechanical Engineers against punishment imposed in departmental Cases.
		Review of suspension cases of Civil/Mechanical Engineers arising out of departmental cases.
		Maintenance of proceeding register on departmental cases against Civil and Mechanical Engineers.
2	Sri Sarojkanta Das	Allegation petition received against Engineers of Civil, Mechanical, LI, MI And Ground Water Survey Cadres as well as internal staff of Water Resources Department.
		All court matters, Preparation of PWC, filling of counter etc.
		Maintenance of registers showing suspension/reinstatement of Civil and Mechanical Engineers.
		Appeal petition/Review petition of Jes(Civil, Mechanical, LI, MI and Ground Water Survey) against the punishment imposed by EIC/CE in Departmental proceeding cases and vigilance cases.
		Assembly question/Parliamentary question in respect of departmental/vigilance cases against Civil and Mechanical Engineers.
3	Sri Jadunath Mishra	Maintenance/Transmission of C.C.Rs of Mechanical Engineers of Department of Water Resources.
		To collect C.C.Rs of Mechanical Engineers for the purpose of D.P.C Meeting, Sanction of T.B.A. Scale of Pay
		T.B.a. Scale of Pay / E.B cases of Mechanical Engineers.
		Allegation petition received against Engineers of Civil & Mechanical of Water resources Department.
		All Court matters relating to Civil and Mechanical Engineers.
		Assembly Question / Parliamentary Question in respect of Departmental / Vigilance cases against Civil and Mechanical Engineers.
4	Sri Dhaneswar Jhalia	Maintenance of property statement of Field Officers, Staffs of Water Resources Department.
		Submission of Annual/Half yearly/Quarterly report on inspection and others and monthly pending list for staff meeting.
		Maintenance/ transmission of C.C.Rs of internal staff of Department of Water Resources.
		Maintenance/ Transmission of C.C.Rs of field Officers (Civil Engineers and engineers of C.A.D of Department of Water Resources.)
		To collect C.C.Rs of Civil engineers for the purpose of D.P.C meeting, sanction of E.B and T.B.A Scale of pay.

		T.B.A. Scale of pay/E.B Cases of Civil Engineers.
		All Miscellaneous matters.
Sri Ramakanta Champatiray.		All cases relating to Departmental/ Vigilance/P.S cases against Civil and Mechanical Engineers belonging to the Cadres of M.I., L.I and Ground Water Survey/ Files received from other concerned branches with Government orders and proposals of Chief as Engineer, M.I., M.D., Lift Irrigation and Director ,ground Water Survey.
		Institution of Departmental proceedings against Civil and Mechanical Engineers working under L.I., M.I., and Ground Water Survey.
		Collection of C.C.Rs for holding of D.P.C in connection with L.I., M.I., and Ground Water Survey Wing.
		Submission of Monthly Return on Vigilance Cases and Maintenance of Registers showing suspension and reinstatement of Engineers.
		Review of suspension of cases of Engineers working under L.I., M.I., and Ground Water Survey.
		Preservation and maintenance of property statement received from Engineers of L.I., M.I., and Ground Water Survey Cadre.
		Assembly Question/ Parliamentary Question in respect of Departmental/ Vigilance cases of L.I., M.I nad Ground Water Survey.

Name of the Branch:-F.A.Cell

Distribution of work among the Assistants.

Name of the Section Officer:-Aditya Kumar Mallick

SI No.	Name & Designation of the Sr.Assistants	Works Assigned
1	Sri Bijay Kumar Dash	<ul style="list-style-type: none"> i. Matters relating to FA&CAO Organization. ii. Assembly Question iii. Legal Cell iv. Cash Branch v. R&R Branch vi. Miscellaneous file vii. Flood Control Branch] viii.CAD Branch
2	Smt. Rashmirekha Das	<ul style="list-style-type: none"> i. FE-II Branch ii. FE-III Branch iii. O.E-I Branch iv. O.E-II Branch v. Accounts Branch vi. Lift Irrigation Branch vii. Confidential Branch viii.Secretary/Spl.Secretary meeting ix. Budget Branch

Name of the Branch:-Accounts Branch
Distribution of work among the Assistants.
Name of the Section Officer:-

1. Sri C. Mohapatra Projects under Chief Engineer Drainage, Chief Engineer and Basin Manager Brahmani Right Basin.
Chief Engineer Upper Kolab Project,CE Hydrometry,CE Water Service and Lift Irrigation,CE,UIIP,Khatigud, PP & F,GWS & I .Project Administrator,Upper Indravati Hydro Electric Project Accounting
Procedure,E.Procurements,Miscellaneous matter relating to Assembly Question,Codes revision Committee & S/R Givance petitions of Honourable Chief Minister.(O)
2. Sri S.C. Nayak Chief Engineer nad Basin Manager ,Brahmani Left Basinb,Chief Engineer and Basin Manager ,Baitarani, subarnarekha and Budhabalanga Basin,Chief Engineer Lower Indra and lower Suktel Irrigation Project Chief Construction Engineer,Kanpur Irrigation Project.
3. Sri K. Nayak Chief Engineer Minor Irigation Project Chief Construction Engineer,Pottern Irrigation Project,Chief Engineer & Basin Manager Lower Mahanadi Bansin,Sanction of Survey Reports of all projects under DOWR etc. and Disposal of scrap Material of all projects of DOWR Abritration Tribunal Matters
CE,RVN,Berhampur

Name of the Branch:-CASH
Distribution of work among the Assistants.
Name of the Section Officer:Miss.Subhasmita Pradhan.

SI No.	Name of the Asst.	Subject Allotted
1.	Sri B.K.Das	Cashier
		Matters relating to Loans/Advances from the Utkal Co-operative Banking Society Ltd. And such other organization.
		Any other relevant work allotted from time to time.
2.	Sri M.P. Acharay	Gazetted Pay Seat Monthly pay bill and 3 other plan pay bills of gazetted staff.
		Nothing and arrear pay claims.
		LPC,service verification,dealing of personal files and other advances of gazetted staff.
		Unutilised leave salary and surrender leave salary of Gazetted staff.
		Pay and DA revision of gazetted staff.
		Deputation claims
		Income tax,Rent Roll,Pension claims,RCM Bills of gazetted staff.
		TA and LTC.
		TDS Return(s)
		Claims of NGOs and such other organization.

		Professional Tax of gazetted staff
		Any other work allotted from time to time.
3.	Sri S.Behera	Non-gazetted pay Seat.
		Monthly pay bill of Assistants and 4 other pay bills.
		Nothing anmd arrear claims
		Service verification,Issue of OPC and dealing of Personal files of assistants.
		Pension & unutilized leave.
		Arrear pay and DA revision of Assistants.
		Profession Tax and Income Tax of Assistants.
		Surrender leave salary of Non-gazetted staff.
		Any other work allotted from time to time.
4.		Contingent Bills.
		Monthly pay bill of Non-Assistants.
		Pay & DA revision of Non-Assistants.
		Professional Tax and Income Tax of Assistants..
		Pension,Unutilised leave salary,service verification,issue of LPC and dealing of personal files of Non-Assistants.
		Actuals
		Any other work allotted from time to time.
5.	Sri K.P. Mohapatra	Maintenance of GPF Lodger & Pass Books.
		GPF Files (Gazetted & Non-Gazetted)
		GPF Advance bills,part final withdrawal bills and final withdrawal bills of Gazetted and Non-gazetted staff.
		Missing Credit of GPF & LIC.
		Any other work allotted from time to time.
6.	Sri P.K. Swain	Monthly pay Bill of Class-IV staff.
		Pay & DA revision of Class-IV staff.
		Service verification,unutilised leave salary,pension and dealing of personal files of Class-IV staff.
		Absentee statement.
		Other advances,RCM and Rent Roll of Non-Gazetted staff.
		Missing credits on HB,Special HB and MC and maintenance of Registers/Ledgers & Pass Books relating to other advances
		Professional Tax
		Misc. Correspondences

Any other work allotted from time to time.

Name of the Branch:-Budget
Distribution of the Work among the Assistants
Name of the Section Officer:- Sri A.K. Mallick.

SI No.	Name of the Sr.Asst.	Work and subject allotted
1	Sri J.Dalanayak	<ol style="list-style-type: none">1. Plan budget except L.I,M.I.GWS &I.2. Re-appropriation,surrender and supplementary Plan budget.3. Committed ceiling meeting on Plan Budget. 4. Subject Committee Meeting5. Zero based budgeting6. Payment of electricity dues7. referred file on plan scheme8. payment of arrear liability9. miscellaneous matter on plan scheme.
2	Sri P.K.Otta	<ol style="list-style-type: none">1. Letter of Credit.2. Verified actuals & reconciliaion3. Non Plan expenditure4. I.R5. Efficiency Audit6. Non Plan budget excluding L.I & M.I ,G.W.S & I7. Action on grant statement8. Miscellaneous matter on above.
3	Sri N. Das	<ol style="list-style-type: none">1. Estimate Committee Meeting2. Public Undertaking Committee3. Draft para4. Triangular Committee Meeting.5. Plan&Non-plan Budget of M.I.,L.I & GWS&I.6. Supplementary,Re-appropriation and surrender on both plan and Non-plan budget of LI,MI,GWS&I.7. Referred files from L.I&M.I8. Monthly accounts on revenue receipts9. Finance commission.10. Follow up action on OFRBM Act.11. Miscellaneous matter on above and review meeting there on
4	Smt.Sunanda Mishra	<ol style="list-style-type: none">1. All Assembly matters including Assembly and Parliament questions.2. Issue of audit certificate3. Festival Advance.4. Finance Accounts.

**Name of the Branch:-Land Acquisition
Distribution of Work among the Assistants.
Name of the Section Officer:-Sri Subash Ch. Mohanty.**

SI No.	Name of the Sr. Assistants	Work & Subject Allotted.
1.	Sri Surendra Nath Nayak	All land acquisition works of Irrigation Projects of Dhenkanal,Angul and undivided Cuttack District.Matter relating o Plan Expenditure,Related Assembly Questions
2	Sri Ashok Ku.Rath.	All land Acquisition works of Irrigation projects in respect of Ganjam,Gajapati,Koraput,Rayagada,Nawarnngpur,Malkaagiri, Mayurbjanj Districts,All relinquishing of lands. Related Assembly Questions.
3	Sri Prasanta Ku. Das	Sanction of decretal dues in respect of all land acquisition cases awarded by Courts.All High Court/Supreme Court matters of arising out LA cases Budget providion for payment of decretal dues on LA compensation.All other Court Cases.Related Assembly Questions.
4	Ms.Puspajali Bisoi	All land Acquisition works of Sambalpur ,Bargarh,Jharsuguda,Deogarh,Balasore and Bhadrak Districts.Related Assembly Questions.All miscellaneous matters
5	Sri Sarat Ch. Sethi	Land Acquisition works of all Irrigation projects of Bolangir,Sonepur,Sundargarh,Phulbani,Boudh,Districts Related Assembly Questions.

**Name of the Branch:-R&R
Distribution of Work among the Assistants.
Ame of the Section Officer:-Sri Subash Chandra Mohanty.**

SI No.	Name of the Officer & Assistants	Allotment of work & subject.
1	Assistants Director(CM) assisted by Sri S.S.Mohapatra	OWRCP-RIP,MCIIP,Renhali retrofit C.Es of Upper Mahanadi Basins. Ongoing-Titilagarh,Rukura: Kansbahal,Regnali Left and Right Basins. On-going-Manjoro,Rengali Right,Ramlai Pipelinig,IB,Dhauragoth Completed-All completed projects under the above Ces Residual work of WRCP and other related files relating there of Budget,Court matter,other Miscellaneous matter,Fishery,Assembly & Parliament questions/grievance Petitions relating to own seats.
2	IPDP Officer(Now Vacant)	OWRCP-BAGHUA,HARABHANGI C.Es of BSB Basin, Ongoing-Kanupur,Deo,Subanrekha,Ichha Dam C.E,UIIP Ongoing-Upper Indravati C.E.,Upper Kolab Ongoing-Telengiri Pipeline-Hadua,Brutanga

		Completed-All completed projects under the above Ces residual work of IPDP and WRCP as before, Chief Minister Grievance Cell, House Committees, Court Matter, Assembly & Parliament questions and Grievance Petitions relating to own seals.
3	Research Assistants	OWRCP-Hariharjore, Upper jonk, SIP Retrofit C.E of RVN Basin Ongoing-Ret, Chheligada. CE, Lower Indra & Lower Suktel Irrigation project Ongoing-Lower Indra, Lower Suktel Pipeline-Mahendra tanaya, katra Completed-All Completed projects under the above Ces R&R policy, Seminar, Court Matters/Assembly & Parliament questions/Grievance petitions relating to own seats.
4	Range Officer(Now vacant) assisted by Smt.Jayanti Nath	Forest related matters of all irrigation projects. Inter Departmental Prbloms meeting.
5	Smt.Jyotshna mayee Patnaik. Sr.Asst.	

Name of the Branch:- Minor Irrigation
Distribution of work among the Assistants
Name of the Section Officer:-

SI No.	Name of the Sr.Asst.	Work & Subject Allotted
1	Sri Ajay Kumar Das	<ul style="list-style-type: none"> i. Establishment matters pertaining to Asst. Executive Engineer and above. ii. Related Court Cases. iii. Misc.matters and related meeting etc. iv. O.L.A. Matters v. Any other matter as and when assigned by the Branch Officer/Supervising Officer.
2	Sri Pramod Ku. Mallick	<ul style="list-style-type: none"> i. Non-Gazetted Establishment of M.I. Wing Service Condition of Non-Gazetted employees and related Court Cases/All Advances. ii. Common Scheme Works on BKVY/BKVY KBK Circle under RLTA. iii. RSVY Scheme iv. AIBP Scheme. v. Misc. matters and related meeting to above matters. vi. O.L.A. Matters. vii. Any other matters as and when assigned by the Branch/Supervising Officer.
3	Sri Asim Kumar Rout.	<ul style="list-style-type: none"> i. Water Bodies. ii. Administrative approval in respect of Central ,MI Circle /Nothern / K.B.K.districts. iii. B.K.V.Y Scheme-Non-K.B.K.districts. iv. Misc.matters and related meeting etc. to the above matters.

		<ul style="list-style-type: none"> v. O.L.A. Matters. vi. Any other matters as and when assigned by the Branch Officers/Supervising Officers.
4	Sri Trinath Pallai,	<ul style="list-style-type: none"> i. Non-Gazetted Establishment-pay Protection. ii. Rehabilitation Assistants. iii. M.I. Misc. Schemes(V.I.P. Petitions etc.). iv. O.L.A.matters. v. Related Court cases. vi. Any other matter as and when assigned by the Branch Officer/Supervising Officer.. vii. Misc. receipt. viii. Departmental activities. ix. Budget Speech.
5	Sri R.C.Champatiray	<ul style="list-style-type: none"> i. C&AG Report including appropriation accounts. ii. PAC meeting and reports iii. Misappropriation and losses iv. Revenue receipts v. Miscellaneous on above. vi. Performance budget.

Name of the Branch:- Lift Irrigation
Distribution of work among the Assistants
Name of the Section Officer:

- **Sri N. C. Sahoo, Sr. Assistant**
 1. Gazett-Esst. Of OLIC & GWSI.
 2. Restructing of OLIC.
 3. Court cases relating to Gazett. Estt.
 4. Sanction of HRA.
 5. Budget matters of OLIC.

Assembly Questions.
- **Sri N. K. Samal, Sr. Assistant**
 1. Non-Gazett. Estt. Of OLIC & GWS & I.
 2. Court matters relating to Non-Gazett. Estt..
 3. Chief Minister's Grievance Cell
 4. Assembly Questions.
 5. C.P.F. Sanction of OLIC.
- **Sri Dasarathi Mallick, Sr. Assistant**
 1. OLIC Scheme. Plan expenditure, Audit, Monthly Review of Progress
 2. G.W.S & I scheme Implementation Centrally sponsred programme
 3. Governer's speech, Nomination of Proposals for natinal Award.
 4. Board of Directors Meeting & reconstitution of Members
 5. Share-holders meeting.
 6. Assembly Question.

Chapter-4(Manual.3)
Rules,Regulations, Instructions,Manual and Records,for Discharging functions

Si no.	Name/title of the document	Type of Documents	Brief write up of the documents	From where one can get a copy of rules ,regulation s,instruction s, manual and records.	Address, Telephone No.,FAX, E-mail& others	Fee charged by the Department for a copy of Rules, regulations,in structions,ma nual and records(if any)
1	2	3	4	5	6	7
1	Orissa pani Panchayat Act,2002& Orissa Pani Panchayat Rules, 2003		Rules regarding formation,election and function of Pani Panchayat			
2	Orissa Service of Engineers Rules,1941		Recruitment, promotion and service condition of Engineers			
3	Orissa Irrigation Act &Rules.		Collection of Industrial Water Rate.			
4	Orissa Public Works Deptt. Code		To regulate the execution of works and other cognate matters other than accounting procedure in an uniform manner all over the state provisions in this regard have been laid down in the OPWD code			
	Orissa Pani Panchayat Act,2002		Rules regarding formation, election			

	& Orissa Orissa Pani Panchayat Rules, 2003		and function of Pani Panchayat.			
5	Orissa Service Code		Service Condition			
6	OCS(pension) Rules, 1992		Pension Rules			
7	Orissa govt. Servant's conduct Rules 1959		Limitation of Govt. Servants			
8	Orissa Civil Service(Zone of consideration for promotion) Rules , 1988		Percentage of reservation of posts			
9	Orissa Civil Services (Re habitation Asstistance)rules, 1990		Appointment under Re habitation Assistance Scheme			
10	Orissa Civil Service(Classification ,Control & Appeal)Rules, 1962		Disciplinary Proceedings			
11	List of all resolution/instructions as published by G.A Deptt.in form of service Manual Volume-II		Service and other allied matters			
12	Orissa T.A Rules		Rules relating to T.A			
13	GPF(0) Rules		Sanction of GPF Advance/GPF withdrawals to the subscribers and other allied matter			
14	ORV Act & Rules		Reservation Policy for ST & SCs			
15	OGFR vol-I &II		Financial Rules			
16	Orissa Sectt. Instructions		Rules regarding disposal of work in Sectt.			
17	De ligation of Financial Powers.		Financial Rules.			
18	Orissa Rules of		Disposal of work in			

Business		different Department.			
----------	--	-----------------------	--	--	--

Chapter.5(manual-4)

Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

SI. No.	Subject/Topic	Is it mandatory to ensure public participation(Yes/No)	Arrangements for seeking public participation
1	2	3	4
1	Technical Advisory Committee of the State Flood Control Board	No	
2	State Flood Control Board	No	

Chapter.6(Manual-5)

A Statement of the categories of documents that are held it or under its control

SI.No.	Category of the document	Name of the documents and its introduction in one line	Procedure to obtain the documents	Held by/under control of
1	2	3	4	5
1	'A' Proceedings	Sufficiently important		Record Room
2	'B' Proceedings	Service matters/ Sanction of long term advances/ Disciplinary Proceedings against Employees/All other sanctions etc.		Record Room
3	'C' Proceedings	Other matter which are not important in nature		Record Room
4	Other files for last 3 years	Matters relating to Branches		Concerned Branches

Chapter.7(Manual.6)

A Statement of boards,council,committees and other bodies constituted as its part

SI No.	Nature & address of the body	Main function of the body	Constitution of the body	Date of Constitution	Date up to which valid	Whether meetings open to public	Whether minutes accessible to public	Frequency of meeting
1	2	3	4	5	6	7	8	9
1	State Level Screening committee for effective implementation of Minor & Lift Irrigation Project under Biju Krushak Vihash Yojana	Examination and approval of proposal	Resolution No.43778	18.12.2003	Until further order	No	No	-
2	E-Procurement Cell	To monitor na activities relates to implementation of e-procurement.	Resolution No.29790	23.09.05	-do-	No	No	
3	District Level Co-ordination committee for execution of water resources Projects	Review of State of forest clearance Lance acquisition of project & Re habitation issues	Resolution No.24861	02/08/04	-do-	No	No	Once in a quarter of the year
4	State level project Monitoring Committee	Strengthen the Monitoring mechanism of AIBP projects and other selected projects.	Resolution No. 19051	09/06/05	-do-	No	No	Quarterly
5	State Level	To sort out	Resolution	26.08.04	-do-	No	No	Once in

	committee on Inter Departmental Problem concerning irrigation project.	inter Departmental Problem Concerning Irrigation Projects.	No. 27716					every month
6	District Level Advisory Committee for Pani Panchayat.	To carry out the Pani Panchayat scheme.	Resolution No. 42011	01/11/01	-do-	No	No	Once in every month
7	High Level Working Group on Participatory Irrigation Management.	-	Resolution No. 44393	04/11/00	-do-	No	No	-
8	State Level Screening Committee(SLSC) and State Hydrological Information System Co-ordination Committee(SHISC C) for Hydrology project (phase-II) Orissa.	-	Resolution No. 25170	05/08/04	Until further orders	No	No	-
9	Dam Safety review Panel for safety Review of Dams under OWRCP	-	Resolution No. 31307	31.12.99	Until further orders	No	No	According to necessity
10	State Dam Safety committee	To review the work executed by the state Dam safety organization	Resolution No.25434	18.07.02	-do-	No	No	-
11	-do-	-do-	13207	13.04.05	-do-	-do-	-do-	-do-
12	Dam Safety Review panel(DSRP)	Safety Review of Large Dams	22402	02/07/05	-do-	-do-	-do-	Frequently
13	Departmental Promotion Committee of Secretariat Establishment	Promotion of Group 'C' & 'D' Employees	Office order No.25230	09/08/05	-do-	-do-	-do-	-

Chapter.8 (Manual.7)

The names, designations and other particulars of the public Information Officers

Name of the public authority:

Asst.public Information Officers:Department of Water Resources

S.N.	Name	Designation	STD Code	Ph. No.	Fax	E-mail	Address
	Nil						

Public Information Officers:

S.N.	Name	Designation	STD Code	Ph. No.		Fax	E-mail	Address
				Office	Mobile			
1	Rama Kanta Nath.OAS(S)	Joint Secretary to Govt. Department of Water Resources, Rajiv Bhawan, Secretariat Bhubaneswar		0674-2391363 0674-2323042	9437170350			

Department Appellate Authority:

S.N.	Name	Designation	STD Code	Ph. No.		Fax	E-mail	Address
				Office	Mobile			
1	Sri Harish Kumar Bist.,IFS	Director(R&R)and Ex- officio Addl.secy. Department of Water Resources, Rajiv Bhawan, Secretariat Bhubaneswar		0674-2390796 0674-2323016	9437400227			

Chapter.9(Manual.8)

Procedure followed in Decision Making Process

SI No.	
Subject on which the decision is to be taken	
Guidelines/Direction, if any	
Process of Execution	
Designation of the Officers involved in decision making	

Contact information of above mentioned officers	
If not satisfied by the decision ,where and how to appeal	

Flow Process Chart

SI No.	Activity	Level of Action	Time Frame
1	To receive application/receipt	Diary Branch	Same day
2	To mark application to concerned Asst. by the S.O	S.O in charge of the Branch	Same day
3	To put a diary number and to hand over the same to the concerned assistant	Diary Branch	-do
4	To put of the receipt in file	Concerned Dealing Assistant	Within 3 days from the date receipt of the letter
5	To submit the same to the Branch Officer	S.O in charge of the branch	In case of 'B' & 'C' class receipt on the same days and in case of 'A' class receipt within a reasonable time.
6	To submit the file to the 1 st level Supervising officer/2 nd level Supervising officer	Branch officer/1 st level Supervising Officer	According to necessity of time required for disposal
7	To submit the file to the Minister,if required	By the Commissioner-cum-Secretary	-do-
8	To put up draft letter for approval	By Dealing Asst/S.O to concerned Branch Officer	Same day/day after return of the file after
9	To draft send the letter for issue and dispatch	By Section Officer	Same day
10	To dispatch the letter	Issue Branch	On the same day in case of urgency/other day

As in Manual-3

Chapter.10(Manual-9)
Directory of Officers and Employee

Sl. No.	Name	Designation	Ph. No.		Fax	E-mail	Address
			Office	Mobile			
1	Sri. Aurobindo Behera	Principal Secretary	0674-2536764 2392630 2323014	9437036740	0674-2392446	wrsec@ori.nic.in	
2	Sj R.N.Biswal	P.S. to Principal Secretary	0674-2536764 2392630 2323014				
3	Sj Sunil Ku. Patnaik	P.A. to Principal Secretary	0674-2536764 2392630 2323014				
4	Sri Surendra Kumar	Additional Secretary	0674-2394105 2323044				
5		Additional Secretary	0674-2394048 2323022				
6	Sri Vishal Gagan	Additional Secretary	0674-2532897 2323021	9438023777			
7	Sri R.P. Das	Additional Secretary	0674-2534828 2323017				
8	Sj H.K. Bist	Director ,R&R	0674-2390796 2323016	9437400227			
9		FA-cum-Addl. Secy.	0674-2391367 2323026	9437320097			
10	Sj B.K. Das	FA-cum-Addl. Secy.	0674-2532523 2323018				
11	Sj H.H Sahoo	Joint Secretary	0674-2393768 2323032				
12	Sj P.K.Mohanty	Joint Secretary	0674-2394501 2323023				
13	Sj R.K. Nath	Joint Secretary	0674-2391363 2323042				
14	Sri Gadadhar Parida	Joint Secretary	0674-2394048 2323022				
15	Sri Debendra Mohapatra	Deputy Secy.	0674-2535841 2323020				
16		Deputy Secy.	0674-2535841 2323020				

17	Sri R.N.Mohanty	OSD-cum-Deputy Secy.	0674-2323027	9937427058			
18	Sri H.M.Routray	Dy. Director, Monitoring	0674-2391435 2323039				
19	Sri R.K.Mishra	Dy. Director-cum-Under Secy.	0674-2323024				
20	Sri Bhaskar Mohapatra	Under Secy.	0674-2323025				
21	Smt.Niyati Patnaik	Under Secy.	0674-2323041				
22	Sri B.K.Das	Under Secy.	0674-2323046				
23		O.E-I,Branch	2114	3015			
24		O.E-II,Branch	2113	3015			
25		F.E-I,Branch	2040	-			
26		F.E-II,Branch	2030	-			
27		F.E-III,Branch	2038	-			
28		F.E-IV,Branch	2037	3030			
29		Major-I, Branch	2554	3045			
30		Major-II, Branch	2026	-			
31		Major-III Branch	2109	-			
32		Cash, Branch	2112	-			
33		Cashier/	2117	-			
34		Accounts Branch	2035	-			
35		Budget Branch	2103	-			
36		F.A,Cell	2102	-			
37		Medium Branch	2036	3043			
38		L.I Branch	2539	3033			
39		M.I Branch	2203	-			
40		Flood Control Branch	2118	-			
41		Confidential Branch	2110	-			
42		Supdt.-I Accounts		-			
43		Supdt-II Branch		-			
44		Legal Cell	2046	3047			
45		L.A Branch	2108	3036			
46		CAD-I Branch	2542	-			

47		CAD-II Branch		-		
48		CAD-III Branch	2541	3038		
49		R&R Branch		-		
50		Issue Branch	2044	3037		
51		Diary Section	2043	-		
52		Computer Cell	2015	3034		
53		Receptionist,Rajiv Bhawan	2025	3040	2393922 INTERNET	
54		Record Room	2544	-		

Chapter-11(Manual-10)

The Monthly Remuneration Received By Each of its Officers and Employee, Including the System of Compensation as Provided in Regulations

Sr. No.	Name	Designation	Monthly remuneration	Compensation/Compensatory Allowance	The Procedure to determine the remuneration as given in the regulation
1	Sri. Aurobindo Behera	Principal Secretary	22400-525-24500/ 32692		
2	Sri. Haris Kumar Bist	Director (R&R)& Ex-officio	16400-450-20450/ 29091		
3	Sri Surendra Kumar	Addl. Secy.	15100-400-18300/ 24630		
4		Addl. Secy.			
5	Sri Rabi Prasad Das	Addl. Secy.	14300-400-18300/ 28701		
6	Sri Bijaya Krushna Das	F.A-cum Addl. Secy.	14300-400-18300/ 28701		
7	Sri P.K.Mohanty	Joint Secy.	12000-375-16500/ 15167		
8	Sri Harihar Sahoo	Joint Secy.	12000-375-16500/ 22156		
9	Sri Rama Kanta Nath	Joint Secy.	12000-375-16500/ 18447		
10	Sri Gadadhar Parida	Joint Secy.	10000-325-15200/ 18447		
11	Sri Debendra Mohapatra	Deputy Secy.	10000-325-15200/ 18447		

12	Sri Rabi Narayan Mohanty	OSD-Cum Deputy Secy.	10000-325-15200/ 18970		
13	Sri Bhaskar Mohapatra	Under Secy.	8000-275-13500/ 9980		
14	Smt. Niyati Pattanaik	Under Secy.	8000-275-13500/ 9285		
15	Sri Ramakanta Mishra	Deputy Director & Ex officio Under Secy.	8000-275-13500/ 13763		
16	Sri Laxman Kumar Muduli	A.F.A-Cum Under Secy.	8000-275-13500/ 19361		
17	Sri Nilamadhab Chand.	Asst. Director (community mobilization)	6500-200-10500/ 14959		
18	Sri Akshya Kumar pattnaik	Asst. conservator of forest	6500-200-10500/ 14331		
19	Sri Sankarsan Naik	SO-level-I	7300-200-10500/ 11683		
20	Sri Subas Chandra Mohanty	SO-level-II	5900-200-9700/ 9590		
21	Sri Aditya Kumar Mallick	SO-level-II	5900-200-9700/ 10433		
22	Sri Jogendra Nath Mallick	SO-level-II	5900-200-9700/ 9624		
23	Sri Asit Kumar Mohapatra	SO-level-II	5900-200-9700/ 7334		
24	Sri Dibakar Naik	SO-level-II	5900-200-9700/ 7205		
25	Sri Laxmi Narayan Mohapatra	SO-level-II	5900-200-9700/ 6263		
26	Sri Rajani Kanta Tripathy	SO-level-II	5900-200-9700/ 7580		
27	Sri Kishore Chandra Das	SO-level-II	5900-200-9700/ 9590		
28	Sri Harekrushna Naik	SO-level-II	5900-200-9700/ 7628		
29	Miss. Manjulata Panigrahi	Asst. Law Officer	5900-200-9700/ 7617		
30	Sri Kedar Singh	Asst. Law Officer	5900-200-9700/ 7094		
31	Sri Satyajit Sahoo	Research Asst.	5500-175-9000/ /		

			13064		
32	Sri Asit Ballav Ray	Spdt. Level-I	5500-175-9000/ 9529		
33	Sri Nilamani Tripathy	Spdt. Of Accounts	5900-200-9700/ 7548		
	Sri Bidyabhusan Patanaik	Statistical Investigator	5000-150-8000/ 13522		
	Sri Jyotsnamayee Das	Statistical Investigator	5000-150-8000/ 6010		
34	Sri Pratap Singh Nayak	Sr. Asst.	5000-150-8000/ 7162		
35	Sri Kailash Chandra Das	Sr. Asst.	5000-150-8000/ 6251		
36	Sri Janardana Dalanayak	Sr. Asst.	5000-150-8000/ 5478		
37	Sri Rasanda Dhir	Sr. Asst.	5000-150-8000/ 4419		
38	Sri Purna Chandra Sahoo	Sr. Asst.	5000-150-8000/ 4701		
39	Sri Sarat Chandra Hota	Sr. Asst.	5000-150-8000/ 11143		
40	SriSubash Chandra Nayak	Sr. Asst.	5000-150-8000/ 7105		
41	Sri prahallad Sahoo	Sr. Asst.	5000-150-8000/ 10420		
42	Sri Bijay Kumar Dash	Sr. Asst.	5000-150-8000/ 13212		
43	Sri Srikanta Chandra Das	Sr. Asst.	5000-150-8000/ 8127		
44	Sri Sanatan Panda	Sr. Asst.	5000-150-8000/ 8665		
45	Sri Ajay Kumar Das	Sr. Asst.	5000-150-8000/ 11379		
46	Sri Manmohan Mishra	Sr. Asst.	5000-150-8000/ 9406		
47	Sri Dusasan Patra	Sr. Asst.	5000-150-8000/ 6412		
48	Sri Gourang Chandra Mishra	Sr. Asst.	5000-150-8000/ 11876		

49	Sri Srinibas Mishra	Sr. Asst.	4750-125-7500/ 4768		
50	Sri Pramod Kumar Swain	Sr. Asst.	4750-125-7500/ 8187		
51	Sri Saroj Kanta Das	Sr. Asst.	5000-150-8000/ 6593		
52	Sri Rabindra Kumar Mohanty	Sr. Asst.	5000-150-8000/ 8308		
53	Sri Ashok Kumar Rath	Sr. Asst.	5000-150-8000/ 7200		
54	Sri Chaturbhuj Mohapatra	Sr. Asst.	4750-125-7500/ 9793		
55	Sri Prabhat Kumar Acharya	Sr. Asst.	4750-125-7500/ 7345		
56	Sri Pratap Kumar Otta	Sr. Asst.	4750-125-7500/ 6456		
57	Sri Trinath polai	Sr. Asst.	4750-125-7500/ 5157		
58	Sri Ananta Chandra Das	Sr. Asst.	4750-125-7500/ 9052		
59	Smt.Jyotshnamayee Pattnaik	Sr. Asst.	4750-125-7500/ 7854		
60	Sri Ajaya Kumar Mohanty	Sr. Asst.	4750-125-7500/ 3992		
61	Smt.Sabitarani Mohanty	Sr. Asst.	4750-125-7500/ 6148		
62	Sri Narayan Chandra Sahoo	Sr. Asst.	4750-125-7500/ 6420		
63	Sri Maheswar Baral	Sr. Asst.	4750-125-7500/ 11067		
64	Smt. Rashmirekha Dash	Sr. Asst.	4750-125-7500/ 8412		
65	Sri Trailokya Bihari Mohanty	Sr. Asst.	4750-125-7500/ 7372		
66	Sri Gobind Chandra Baral	Sr. Asst.	4750-125-7500/ 7518		
67	Sri Manyu Prakash Acharya	Sr. Asst.	4750-125-7500/ 8019		
68	Sri Satyabadi Behera	Sr. Asst.	4750-125-7500/ 3128		

69	Sri Tarun Kumar Swain	Sr. Asst.	4750-125-7500/ 7051		
70	Sri Bihari Pradhan	Sr. Asst.	4750-125-7500/ 10146		
71	Sri Sarat Chandra Panda	Sr. Asst.	4750-125-7500/ 8751		
72	Sri Krishna prasad Mohapatra	Sr. Asst.	4750-125-7500/ 4942		
73	Sri Jatindra Kumar Samal	Sr. Asst.	4750-125-7500/ 5915		
74	Sri Johan Kerketta	Sr. Asst.	4750-125-7500/ 8468		
75	Smt. Bandita Das	Sr. Asst.	4750-125-7500/ 7857		
76	Sri`Pramod Kumar Mallick	Sr. Asst.	4750-125-7500/ 9616		
77	SriSumanas Prasad Mohanty	Sr. Asst.	4750-125-7500/ 4044		
78	Sri Kora Sethi	Sr. Asst.	4750-125-7500/ 6502		
79	Sk Ekbali Alli	Sr. Asst.	4750-125-7500/ 8838		
80	Sri Biswamohan Mohapatra	Sr. Asst.	4750-125-7500/ 4839		
81	Sri Sadasiva Mohapatra	Sr. Asst.	4750-125-7500/ 7545		
82	Sri Jadu Nath Mishra	Sr. Asst.	4750-125-7500/ 		
83	Sri Surendra Nath Nayak	Sr. Asst.	4750-125-7500/ 7729		
84	Sri Prabin Kumar Chakra	Sr. Asst.	4750-125-7500/ 6365		
85	Sri Nitya Ranjan Das	Sr. Asst.	4750-125-7500/ 8642		
86	Sri Prasanta Kumar Das	Sr. Asst.	4750-125-7500/ 6574		
87	Sri Nihar Ketan Samal	Sr. Asst.	4750-125-7500/ 7978		
88	Sri Janardan Panda	Sr. Asst.	4750-125-7500/ 6121		

89	Sri Dhaneswar Jhalia	Sr. Asst.	4750-125-7500/ 6683		
90	Sri Dasarathi Mallick	Sr. Asst.	4750-125-7500/ 7605		
91	Sri Parameswar Behera	Sr. Asst.	4750-125-7500/ 9239		
92	Smt.Sunanda Mishra	Sr. Asst.	4750-125-7500/ 7042		
93	SriSubhash Chandra Nayak	Sr. Asst.	4750-125-7500/ 8933		
94	Sri Chhatish Soren	Sr. Asst.	4750-125-7500/ 7295		
95	Sri Kumar Naik	Sr. Asst.	4750-125-7500/ 7210		
96	Sri Asisa Kumar Majhi	Sr. Asst.	4750-125-7500/ 6316		
97	Sri Ashim Kumar Rout	Sr. Asst.	4750-125-7500/ 8292		
98	Sri Narottam Das	Sr. Asst.	4750-125-7500/ 6970		
99	Smt. Jayanti Nath.	Sr. Asst.	4750-125-7500/ 6662		
100	Smt. Rashmirekha Mallick	Sr. Asst.	4750-125-7500/ 5044		
101	Sri Ramakanta Champatiray	Sr. Asst.	4750-125-7500/ 5183		
102	Sri Paramananda Sethi	Sr. Asst.	4750-125-7500/ 7839		
103	Sri Bishnu Charan Mallick	Sr. Asst.	4750-125-7500/ 6000		
104	Sri Sarat Chandra Sethi	Sr. Asst.	4750-125-7500/ 6411		
105	Sri Pramod Kumar Mohanty	Senior Verifier	5000-150-8000/ 7661		
106	Sri Surendra Kumar Pattnaik	Senior Verifier	5000-150-8000/ 9912		
107	Sri Partha Kuamr Mitra	Senior Verifier	5000-150-8000/ 9233		
108	Sri Kartik Kumar Samantaray	Senior Verifier	5000-150-8000/ 9912		

109	Sri Pitamber Samal	Senior Verifier	4750-125-7500/ 9993		
110	Sri Abraham Baa	Senior Verifier	4750-125-7500/ 7879		
111	Sri Subash Ranjan Satpathy	Senior Verifier	4750-125-7500/ 9449		
112	Sri Biswambhar Sarangi	Senior Verifier	4750-125-7500/ 4416		
113	Sri Anil Kuamr Bhuyan	Senior Verifier	4750-125-7500/ 9400		
114	Sri Kangali charan Behera	Senior Verifier	4750-125-7500/ 8142		
115	Sri Prafulla Kumar Mishra	Junior Verifier	4500-125-7000/ 6318		
116	Sri Haramohan Bhanja	Junior Verifier	4500-125-7000/ 6062		
117	Sri Haraprasad Mishra	Junior Verifier	4500-125-7000/ 9142		
118	Sri Bijoy Kumar Mishra	Junior Verifier	4500-125-7000/ 7698		
119	Sri Trilochan Mohanty	Junior Verifier	4500-125-7000/ 7179		
120	Sd.Sabil Hussain	Junior Verifier	4500-125-7000/ 6910		
121	Sri Sunil Kumar Sethi	Junior Verifier	4500-125-7000/ 3911		
122	SriMrinal Kanta Chatterjee	Junior Verifier	4500-125-7000/ 8818		
123	Smt. Sanjukta Behera	Supt. ,Issue Level-II	4750-125-7500/ 5774		
124	Sri Subash Chandra Nayak	Supt. ,Issue Level-II	4750-125-7500/ 7159		
125	Sri Bishnu Ch. Behera	Supt. ,Issue Level-II	4750-125-7500/ 7159		
126	SriNabakishore Dalai	Supt. ,Issue Level-II	4750-125-7500/ 12171		
127	Sri Upendra Nayak	Sr. Grade Typist	4500-125-7000/ 8378		
128	Sri Bansidhar Baliarsingh	Sr. Grade Typist	4000-100-6000/ 7074		

129	Sri Sundhansu Kumar Mohanty	Sr. Grade Typist	4000-100-6000/ 6463		
130	Sri Sarat Chandra Das	Sr. Grade Typist	4000-100-6000/ 8852		
131	Sri Sapneswar Paital	Sr. Grade Typist	4000-100-6000/ 8574		
132	Sri Niranjan Pattnaik	Sr. Grade Typist	4000-100-6000/ 4656		
	Sri Niranjan Behera	Sr. Grade Typist	4000-100-6000/ 4542		
133	Sri Upendra Pati	Sr. Grade Typist	4000-100-6000/ 7321		
134	Sri Bijay Mohan Panda	Sr. Grade Typist	4000-100-6000/ 8683		
135	Sri Trinath Lenka	Sr. Grade Typist	4000-100-6000/ 5997		
136	Sri Bhagyadhar Ojha	Sr. Grade Typist	4000-100-6000/ 		
137	Sri Bikram Keshari Sahoo	Sr. Grade Typist	4000-100-6000/ 5170		
138	Smt. Baijayantimala Mohanty	Sr. Grade Typist	4000-100-6000/ 4634		
139	Sri Bairagi Charan Prusty	Sr. Grade Typist	4000-100-6000/ 4926		
140	Sri Sudarsan Pati	Sr. Grade Typist	4000-100-6000/ 5767		
141	Sri. Sanjay Kumar Das	Data Entry Operator	3050-75-9-3950/ 2785		
142	Sri. Lalit Mohan Behera	Data Entry Operator	3050-75-9-3950/ 6059		
143	Sri Rabindra Mishra	Asst. Record Keeper	4750-125-7500/ 10269		
144	Sri Dhaneswar Sahoo	Sr. Grade Recorder	4500-125-7000/ 4173		
145	Sri. Somanath Pradhan	Sr. Grade Recorder	4000-100-6000/ 6063		
146	Sri. Biswamitra Jani	Sr. Grade Diarist	4000-100-6000/ 5768		
147	Sri. Tukuna Samal	Sr. Grade Diarist	4500-125-7000/ 4076		

148	Sri Laxmidhar Nayak	Jr. Grade Diarist	2650-65-3300/ 5845		
149	Sri.Prahallad Mallick	Jr. Grade Diarist	3050-75-3950/ 4122		
150	Sri.Khirod Chandra Das	Jr. Grade Recorder	3050-75-3950/ 4067		
151	Sri. Bichhannda Charan Sahoo	Pasting Clerk	3050-75-3950/ 4947		
152	Sri. Ramesh Chandra Das	Record Supplier	2650-65-3300/ 5285		
153	Sri Bhaskar Chandra Panda	Record supplier	2650-65-3300/ 4265		
154	Sri. Nilamani Behera	Record Supplier	2650-65-3300/ 5074		
155	Sri. Raghunath Das	Record Supplier	2650-65-3300/ 5198		
156	Sri. Netra Mallick	Record Supplier	2650-65-3300/ 3532		
157	Ismail Khan	Sr. Driver	3600-100-5600/ 7780		
158	Sri. Neresh Kumar Sahoo	Driver	3200-85-4900/ 4811		
159	Sri. Dhaneswar Pradhan	Driver	3050-75-3950/ 3945		
160	Sri. Madhab Chandra Jena	Driver	3050-75-3950/ 4814		
161	Sri. Chandra Sekhar Mishra	Driver	3050-75-3950/ 4122		
162	Sri.Babu Behera	Driver	3200-85-4900/ 4795		
163	Sri.Hrusikesh Pati	Driver	3200-85-4900/ 4238		
164	Sri.Dilip Kumar Das	Driver	3200-85-4900/ 6198		
165	Sri Bijay Kumar Mohanty	Daftary	2610-60-3150/ 5856		
166	Sri Sahadev patra	Daftary	2610-60-3150/ 4436		
167	Sri Prafulla Kumar Bhoi	Zamadar	2610-60-3150/ 4967		

168	Sri Ganeswar Pradhan	Zamadar	2610-60-3150/ 4173		
169	Sri Gokulananda Panda	Zamadar	2610-60-3150/ 3151		
170	Sri Braja Kishore Pradhan	Peon	2610-60-3150/ 6072		
171	Sri Bhasker Barik	Peon	2610-60-3150/ 4061		
172	Sri Dutiya Gouda	Peon	2610-60-3150/ 4856		
173	Sri Govinda Dalai	Peon	2610-60-3150/ 5988		
174	Smt. Pramila Pradhan	Peon	2610-60-3150/ 5674		
175	Sri Akshya Kumar Pradhan	Peon	2610-60-3150/ 3870		
176	Sri Purussottam Mishra	Peon	2610-60-3150/ 5188		
177	Sri Sridhar Das	Peon	2610-60-3150/ 5180		
178	Sri Chakradhara Sahu	Peon	2610-60-3150/ 5687		
179	Sri Sachikanta Mishra	Peon	2610-60-3150/ 3711		
180	Sri Rabindra Kumar Sahu	Peon	2610-60-3150/ 5858		
181	Sri Gangadhar Nayak	Peon	2610-60-3150/ 3456		
182	Sri Tapan Kumar Mohanty	Peon	2610-60-3150/ 6053		
183	Sri Sridhar Mohapatra	Peon	2610-60-3150/ 5623		
184	Sri Benudhar Barik	Peon	2610-60-3150/ 2530		
185	Sri Sibaram Pradhan	Peon	2610-60-3150/ 5856		
186	Sri Bhikaribandhu Kar	Peon	2610-60-3150/ 5347		
187	Sri Sudarsan Jena	Peon	2610-60-3150/ 3434		

188	Smt. Bimala Kumari Devi	Peon	2610-60-3150/ 4515		
189	Sri Guru Charan Lenka	Peon	2610-60-3150/ 2995		
190	Sri Nrusingha Prasad Dash	Peon	2610-60-3150/ 4439		
191	Sri Biswanath Pradhan	Peon	2610-60-3150/ 3496		
192	Sri Rabinandan Ransingh	Peon	2610-60-3150/ 2674		
193	Sri Madhab Ch. Das	Peon	2610-60-3150/ 3960		
194	Smt. Annapurna Mishra	Peon	2610-60-3150/ 3444		
195	Sri Birabar Nayak	Peon	2610-60-3150/ 3064		
196	Sri Gopinath Barik	Peon	2550-55-2660/ 2519		
197	Sri Trilochan Behera	Peon	2610-60-3150/ 3183		
198	Sri Prassan Kumar Swain	Peon	2610-60-3150/ 2645		
199	Sri Disa Pradhan	Peon	2550-55-2660/ 4883		
200	Sri Bulubabu Haladhar	Peon	2550-55-2660/ 3796		
201	Smt. Kalyani Sau	Peon	2550-55-2660// 3098		
202	Smt. Beronica Pradhan	Peon	2550-55-2660/ 3255		
203	Sri Ramahari Rath	Peon	2550-55-2660/ 3908		
204	Smt. Kuntala Sethi	Peon	2550-55-2660/ 4224		
205	Sri Pravakar Pradhan	Peon	2550-55-2660/ 3100		
206	Smt. Usharani Dei	Peon	2550-55-2660/ 3241		
207	Sri Bijoy Kumar Mohanty	Peon	2550-55-2660/ 3399		

208	Sri Tikan Kumar Sethi	Peon	2550-55-2660/ 4591		
209	Sri Bhagirathi Kanhar	Peon	2550-55-2660/ 3937		
210	Sri Kabiraj Nayak	Peon	2550-55-2660/		
211	Rafiquddin Khan	Peon	2550-55-2660/		
212	Sri Sarat Bhoi	Peon	2550-55-2660/ 3542		
213	Sri Dillip Kumar Swain	Peon	2550-55-2660/ 4784		
214	Sri Akhya Kumar Parida	Peon	2550-55-2660/ 2587		
215	Smt. Sarojini Biswal	Peon	2550-55-2660/ 2334		
216	Sri Bibhuti Bhusan Sethi	Peon	2550-55-2660/ 2568		
217	Sri N.Nagaswar Rao	Choukidar	2610-60-3150/ 3126		
218	Sri Dhaneswar Naik	Choukidar	2550-55-2660/ 2281		
219	Zakir Hussin Khan	Choukidar	2550-55-2660/ 3970		
220	Smt.Kanchanamala Sahu	Farash	2550-55-2660/ 3464		

Chapter -12(Manual.11)
The Budget Allocated to each Agency
(Particulars of all plans ,Proposed expenditure and reports on disbursement made)

SI. No.	Name of the scheme/ Head	Activity	Starting date of the activity	Planned end date of the activity	Amount proposed	Amount Sanctioned	Amount released/d isbursed(No. Of installme nt	Actual expenditu re for the last year	Responsi ble officer for the quality and the complete execution of the work.

SI. No.	Head	Proposed Budget	Sanctioned Budget	Amount released/d isbursed (No. Of installment)	Total Expenditure

Budget And Utilization at a Glance
Finance Year2007-08

SI No	Sector/Scheme	Budget Estimate(B.E)		Revised Estimate(R.E)		Expenditure incurred (provisional)	
		Plan	C.S.P(Central share)	Plan	C.S.P(Central share)	Plan	C.S.P(Central share)
1	2	3	4	5	6	7	8
A.	Major & Medium Irrigation Sector						
I	Externally Aided project						
	(a) JBIC Assisted Projects	7700.00		18157.09		17467.08	
	(b) Hydrology Project ph-II(Surface Water)	400.00		248.31		187.82	
	(c) pipeline projects (MBDP,ADB etc.)	4080.00		200.74		200.74	
ii	AIBP Assisted projects	45427.68		101486.27		98240.27	
iii	NABARD Assisted projects	6682.00		11605.44		11121.91	
Iv	Other State Plan Projects	500.00		3009.84		2860.65	
	Sub-total	64789.68	0.00	134707.69	0.00	130078.47	0.00
	Minor Irrigation(Flow)						
	Externally aided project						
	(a) Orissa Community Tank Management project	2000.00		100.00		100.00	
	NABARD Assisted projects	2218.00		3354.16		3354.16	
	BKVY(NABARD)	200.00		157.52		144.05	

Additional Central Assistance (KBK projects)	200.00		336.12		232.58	
AIBP Assisted projects	1000.00		1000.03		925.35	
State Plan	99.80		3574.43		3532.39	
Sub-Total	5717.80	0.00	8522.26	0.00	8288.54	0.00
Ground Water Survey & Investigation						
Direction & Administration.	25.00		25.00		20.20	
Hydrology project ph-II(Ground Water)	245.00		67.00		66.10	
Sub-Total	270.00	0.00	92.00	0.00	86.30	0.00
Orissa Lift Irrigation Corporation						
Water rate subsidy	1632.00		3557.00		3557.00	
BKVY(RIDF)	3400.00		5939.04		5859.88	
BKVY(SCA)	800.00		800.00		799.14	
Sub-Total	5832.00	0.00	10296.04	0.00	10216.02	0.00
Command Area Development						
Centrally Sponsored Programme	1100.00		1462.90		1400.71	1628.72
Sub-Total	1100.00	1270.40	1462.90	1671.80	1400.71	1628.72
Flood Control & Drainage						
Centrally Sponsored Programme	150.00		162.33	658.65	161.62	658.65
State Plan (Flood Control)	240.00		2434.73		2434.73	
State Plan (drainage)	1360.00				2753.95	

	Sub-Total	1750.00	621.65	5522.86	658.65	5350.30	658.65
	Total	79459.48	1892.05	160603.75	2330.45	155420.34	2287.37

**Chapter -13(Manual-12)
The Manner of Execution of Subsidy Programmes**

Serial /code	Number	Beneficiary Name	Amount of Subsidy	of Parent/Guardians	Criteria Selection	of Address

Not Applicable

**Chapter -14(Manual -13)
Particulars of Recipients of Concessions, permits or authorization granted by it**

Serial Number /code	Beneficiary Name	Validity Period	Parent/Guardians	Address

Not Applicable

**Chapter. 15(Manual-14)
Norms set by it for the discharge of its functions**

SI No.	Activity	Time Frame/Norm	Remarks
1	Diary of letter	3 minutes per letter	
2	Dispatch of letter	5 minutes per letter	Register dark including entry in Message Book
3	Typing job	30 page per day	
4	To put up a letter by Assistant	(I) Less than one hour in case of 'C' class receipt (ii) From one hour to two hours in case of 'B' class receipt (iii) More than two hours in case of 'A' class receipt	

Chapter. 16(Manual-15)

Information available in an electronics form

SI No.	Activities for which electronics data available	Nature of information available	Can it be shared with public	Is it available on website or is being used as back and data base
1	2	3	4	5
1	Data of Pani Panchayat & BKVY		Yes	As Database

Chapter-17(manual-16)

Particulars of the facilities available to citizens for obtaining information

SI No.	Facility available	Nature of information available	Working hours.
1	Website	Those which are open public	10.A.M to 5.P.M
2	Notice Board	-do-	-do-

Chapter-18(Manual-17)

Other Useful Information

18.1 Frequently Asked Questions and their Answer by Public.

Frequently asked Questions and their Answer by public	Other useful information relating to the activities of the Department for information of general public.
---	--

18.2 Related to seeking Information

Application form:-

Citizen desirous of any information may apply for so in the following form to the Public Information officer, with application fee Rs.10/- (rupees Ten) only in shape of Treasury challan under Head of Account "0070- Other Administrative Services-60-other services-101-receipt from Central Government for Administration of Central Act and Regulations-9916710-fees and fines – under Right to Information Act 2005" or cash. A person whose name appears in the latest list of persons below poverty line is not required to pay any application fee, for which he has to produce B.P.L. card.

A filled in model application for information under section 6(I) of the right to Information Act, 2005 is placed below for reference.

Model

To

The public Information Officer-Cum-Joint Secy. To Govt. Deptt. of Water Resources

1	Full name of the applicant	Smt. Sabita Samal
	Father/spouse Name	Dusashan Samal
	Permanent address	Village/p.O/via-Garjanga Dist-Kendrapara
	Particulars in respect of Identity of the applicant.	(Authentication copy of electoral photo identity card/passport or any other document in support of
	Particulars of information solicited	

(a) Subject matter of infiltration	Pension case
------------------------------------	--------------

Information. Part-I

(A)	Application Fee	Rate to be Charged	Mode of deposit
(I)	Application fee seeking information	Rupees Ten per Application	Treasury Challan/cash
	Application fee for 1st Appeal	Rupees Twenty	Court fee stamp
	Application fee for 2 nd Appeal	Rupees Twenty five	Court fee stamp

Part-II

(B)	Amount to be charged for providing information		
i	Inspection of documents	No fee for 1 st hour and Rupees five per each 15 minutes thereafter	By Cash
ii	A-4 size paper for each folio Larger than A4 or A3	Rs2/-per each folio Actual cost or a copy	
(a)	Print out from computer per page	Rupees ten	By Cash
iii	CD with cover	Rupees Fifty per CD	By Cash
iv	Floppy Diskette(1.44MB)	Rupees Fifty per Floppy	By Cash
v	Maps & Plans	Reasonable cost to be fixed by P.I.O. Depending upon the cost of labour and material and equipment and other ancillary expenses	By Cash
vi	Video Cassette/Microfilm/Microfiche	-do-	By Cash
vii	Certified sample of material	Actual cost of price for sample or material	By Cash

N.B proper and authenticated money receipt to be issued for all cash payment. The office is to state the cash receipt No. on the application Form 'A'

Right of the specified citizen in case of information and procedures to appeal.	Any person who does not receive a decision within the time in sub-section(1) or Clause (a) of sub-Section(3) of Section7,or is aggrieved by a decision of PIO,may within thirty days from the expiry of such period or from receipt of such a decision prefer an appeal to the Departmental.First appeal Authority. The departmental appellate authority may admit the appeal after the expiry of the period of thirty days if satisfied that the appellant was prevented by sufficient cause
	A second appeal against the decision of the 1 st appellant authority can be made before the state information commission within ninety days from the

	date on which the decision should have been made or was actually received. The state information Commissioner may however admit the appeal after the expiry of the period of ninety days if it is satisfied that the appellant was prevented by sufficient cause from filing the appeal in time.
	Models of application in prescribed form to be submitted before the appellate Authority under Section 19 of the RTI Act-2005 is placed below.

Form of Memorandum of Appeal to the Deptt. Appellate Authority under Section 19 (1) of the Act.

From _____
(Applicant's Name & address)

Before
The Department Appellate Authority, RTI Act, 2005

1. Full name of the Appellant:
2. Address:
3. Particulars of public Information Officer:
4. Date of receipt of the order appealed against:
5. Last date for filing the appeal:
6. particulars of information
 - (a) Nature and subject matter of the information required:
 - (b) Name of the office or Department to which the information relates:
7. The grounds for appeal:
(Details if any to be enclosed in separate sheet)

Verification

I, _____ Name of the appellant, son of / daughter of / wife of _____ hereby declare that particulars furnished in the appeal are to the best of my knowledge and belief, true and correct and that I have not suppressed any material fact.

Signature of the
Appellant
Place:
Date:

To _____

Name and address of Appellate Authority
Second Appeal under Section 19.(3) of the
Act.
From

(Applicant's Name &
address) to

The Orissa State Information Commission, Bhubaneswar

Address:-

1. Full name of the Appellant:
2. Address:
3. Particulars of the first Appellate Authority:
4. Date of receipt of the order appealed against:
5. Last date for filling the appeal:
6. particulars of information

(a) Nature of subject matter of the information required:

18.3 With relation to training imparted to public by public Authority

The WALMI institute imparted training and conducted action research in the fields of

- i. Irrigation Engineering and management
- ii. Drainage Engineering.
- iii. Water Resources Development and Management
- iv. Agricultural Planning and Management
- v. Watershed Development and Management
- vi. Participatory Irrigation Management and
- vii. Land Development .

Categories of training imparted by WALMI with duration are given in Table-1. During the period from 1995-96 to 2007-08, the Institute has imparted training to 24991 persons comprising 11752 Government officers belonging to Water Resources & Agriculture Departments and 13239 farmers belonging to different irrigation commands of the State (Table-2). Out of the above, during 2007-08, 125 raining programmes were conducted and 1236 employees of Govt. and 3130 office bearers of pani panchayats were trained. The details are given in the Table-3.

Duration of Training courses conducted for categories of Stakeholders

SI No	Type of raining Sources	Duration		
		Officers	Farmers	NGO & Other
1	Water and Land Management	1 to 4 week	1 week	-
2	Participatory Irrigation Management (Pani panchayat)	1 to 6 days	1 to 7 days	7 days
3	Hydraulic Design of Irrigation Structures	3 to 6 days	-	-
4	Command Area Development, Micro Dis-net Planning, On-farm Development.	3 to 6 days	3 days	-
5	Construction Planning & management	3 to 7 days	-	-
6	Administrative & Financial Management	3 days	-	-
7	Performance Monitoring & Evaluation	3 days	-	-
8	Environmental management	1 to 3 days	-	-
9	Operation & maintenance	1 week	1 week	
10	Crop Planning/Package of Practices	3 to 7 days	4 days	

11	Watershed Management & Soil Water Conservation Management/catchment Treatment	3 to 7 days	4 days	4 days
12	Benchmarking of Irr. Projects/Diagnostic Studies.	3 to 7 days	-	-
13	Drainage & Flood Management	3 to 7 days	-	-

The Institute organized two national level trainings which were sponsored by Command Area Development and Water Management wing of Ministry of Water Resources, Government of India. Irrigation Engineers and Agricultural Officers of various states viz. Uttar Pradesh, Andhra Pradesh, Rajasthan, Orissa etc. participated in the training. Besides, the newly Recruited junior Engineers of DOWR were trained through Orientation and Induction training programmes. Apart from these training, senior level Engineers of DOWR, Agriculture Engineers and Agriculture Officers of Directorate of Agriculture and CADA were imparted training on various aspects of Water Resources Development and Management and Sustainable Agriculture. During this year, greater thrust was laid on capacity building of office bearers of pani panchayats in order to achieve success in implementation of participatory Irrigation management (PIM) in Orissa.

Pani Panchayat training programmes have been conducted at WALMI and at IMAGE. So far up to March, 08 total 4743 nos. of participants have undergone training on different aspects of pani panchayat programme.

Orientation Training for pani panchayats is being imparted through Gram-sat each month on an interactive mode to have a wider coverage of the programme. This year 2 nos. of GRAMSAT programmes have been conducted on dated 06.02.08 & 04.03.08 respectively on different aspects of pani panchayat. By this programme, farmers sitting at district and block level can interact with the central resources persons.

18.4 With Relation to certificate, No objection certificate etc issued by the public Authority not included in Manual-13.

Not Applicable

18.5 with relation to registration process

Not Applicable

18.6 With relation to collection of tax by Authority (Municipal Corporation, Trade Tax, Entertainment Tax etc.)

Not Applicable

18.7 With relation to issuing new connection electricity/water supply, temporary and permanent disconnection etc.

Not Applicable

18.8 Details of any other public services provided by the Public Authority.

Resettlement & Rehabilitation

1.Rehabilitation

To ensue proper rehabilitation, a benchmark survey is being conducted by an independent agency as per conditions laid down in the R&R policy-2006. The survey includes socio-economic survey, survey cultural survey and infrastructure survey to fix up the bench mark which is to be improved upon after relocation.. The Resettlement & Rehabilitation Action Plan is being prepared for the project and placed before the Rehabilitation and Periphery Development Advisory Committee (RPDAC) of the project for approval. The RPDAC is constituted by the Government in order to encourage participation of displaced people and their elected representatives in implementation and monitoring of the provisions of R&R Policy. He RPDAC is also responsible for oversing and monitoring periphery development.

The RPDAC approves he Resettlement & Rehabilitation plan along with the list of he displaced persons/affected persons and recommend it to the Govt. for sanction of the Rehabilitation Assistance .During the process of rehabilitation as far as particle. However,the outees are throughly consulted and options are taken from them regarding the mode of rehabilitation I.e and based or cash based. In cash based rehabilitation ,the displaced families are motivated to purchase productive assets. For better livelihood restoration ,skill development trainings are being arranged for the outstess,taking into consideration their aptitude ,qualification and their experience in sectors like Agriculture-Horticulture, reservoir fishers, diary and other trades like light/ heavy vehicle driving, computer operation and tailoring,etc.

Resettlement

The Displaced families are resettled either in a resettlement colony or in a chosen place of their own which is often called “self resettlement “. When they resettle on their own and ten or more families choose to live in close neighborhood the place is termed as a “resettlement cluster “. With revenue surplus land becoming scare the numbers of resettlement clusters are in rise. While resettling the displaced families in a colony or cluster care is being taken to restore their livelihood, socio-cultural identity,cultural practices and social customs. Efforts are also being made to preserve archeological sites/ monuments at their new place of relocation. Special attention is paid to develop good host and guest relationship. Besides,civic amenities are provided for a decent community living. To ensure proper resettlement, a socio-cultural survey is being meticulously done in all the ongoing irrigation projects as prescribed in the R&R Policy-2006. The infrastructure survey ensures that the lost community infrastructures are replaced in the new place of relocation. Top improve the quality of lives,better infrastructural facilities in the shape of roads, electricity ,drinking water ,deep bore well,ponds,schools,panchayat ghar, anganwadi centre etc. are provided after through discussion and active participation of the displaced families. In some cases additional infrastructure is also provided in host villages to ease out the pressure on existing infrastructure and natural resources. This helps to maintain cordial relationship between the oustees and the host population late,proper lay out of the colonies is being done with the help of architects who finalizes the lay out plan in consultation with the displaced persons.

Land Acquisition

Acquisition of land is necessary for construction of irrigation projects. Attempt is being made make available to the project authorities in time and ensure that land losers get genuine and reasonable

compensation for their land and other properties acquired for the project. Instructions issued by the Government from time to time in the matter of valuation of land and properties are scrupulously followed to determine the value of land and other properties existing over the land.

Forest Clearance

Almost every irrigation project variably involves diversion of forest land which is permitted by Ministry of Environment & Forests, Government of India under the Forest (Conservation) Act,1980. Diversion proposals are being prepared by this Dept. in close co-ordination with Forest and Revenue Departments and the proposals are transmitted to MOEF, Govt. India for grant of necessary approvals.

Environmental Clearance

As per notification dated 14.9.06 of MOEF, Government of India Issued under Environment (protection) Act,1986, prior environment clearance of projects has become mandatory in respect of all new irrigation projects and for extension of existing projects.

E-Governance & Other IT Initiatives

The Department of Water Resources is implementing e-Governance in a phased manner using Information and Communication Technology (ICT) in order to improve efficiency office procedures, information delivery mechanism and ensuring transparency in the system.

Quality Control & Quality Assurance

There are ten Quality Control Divisions under Major & Medium irrigation sector and two QC laboratories under the Minor irrigation sector to look after the QC works, Besides, one Hydraulic research division is under Major & Medium Irrigation sector to take up research activities.

Survey & Investigation

Survey & Investigation forms an integral part of Irrigation Development system. The project Planning & Formulation wing has been entrusted with the tasks of undertaking survey and investigation of new Major and Medium Irrigation Project Report, co-ordinating for obtaining technical and other statutory clearances from Govt. of India. The Organization is headed by Chief Engineer and the field units consisting of two investigation circles and nine divisions. The survey & investigation work starts with toposheet study for identification of head works and command area followed by preliminary topographical surveys, hydrological surveys and sub-surface investigation.

Recreational Activities

Most of the reservoirs of Major and Medium Irrigation Projects attract domestic tourists during winter season, Department of Water Resources has developed three Recreation Centers namely (i) Jawahar Udyan at the downstream of Hirakud Dam (ii) A garden at Upper Jonk Irrigation project and (iii) Biju Pattanaik Park at the downstream of Bhanjanagar Dam which attracts lots of visitors from within and outside the state. Revenue is also being collected from the visitors to be the above gardens and parks. Action is being taken for development of Jagannath Sagar and Nilakantha Sagar located at Centers. During 2008-09, there is a budget provision of Rs 3.00 Crore for development of parks at Naraj & Hirakud and construction of a Maritime Museum at Jobra, Cuttack.