

**GOVERNMENT OF ODISHA  
PLANNING & CO-ORDINATION DEPARTMENT**

No. 13958<sup>(30)</sup> P., Bhubaneswar Dated, the 18<sup>th</sup> October, 2014  
PC-COODI-COODI-0016-2013

From

**Shri Aditya Prasad Padhee, IAS,  
Development Commissioner-cum-  
Additional Chief Secretary**

To

**The Principal Secretaries to Government (By name)  
Commissioner-cum-Secretaries to Government (By name)  
Special Secretary to Government (By name)  
Other Senior Officers (By name)**

Sub:- **District Visit by Secretaries / Senior Officers for the period  
October, 2014 to September, 2015.**

Madam / Sir,

I am directed to enclose the District Visit Programme by the Secretaries and other Senior Officers for the period beginning from October, 2014 to September, 2015 at **Annexure-I**.

2. You are required to visit the district assigned to you at least once in every month with six visits to the nodal district to review specified programmes and other six visits to other districts to review the concerned Departmental programmes.

3. (i) During your district visit as a nodal officer, the focus should be on the six thrust areas (Sectors) which may be broadly categorized under the following heads:

- Poverty Alleviation and Livelihood Programmes.
- Social Sector including health and education.
- Area Development Programmes.
- Agriculture and allied sectors.
- Irrigation and Power sector.
- Other infrastructure.

(ii) In each visit to the nodal district, at least three issues should be identified for resolving at the local level and another three issues for sorting out at Department/State level to facilitate faster programme delivery.

(iii) Any innovation and good practices noticed in the field may be highlighted for exploring the possibilities of replication. Documentation, if any, required may be recommended.

(iv) Quarterly visit plan may be communicated in advance to the district to facilitate identification of problematic issues to be visited and addressed during the visit.

Co-T  
B/B/H

Advance note on problems may be obtained from the district for prior consultation with line Departments.

- (v) Visit note may be circulated within a week after return for follow-up action.
- (vi) Any flexibility required for implementation of flagship programmes may be ascertained, assessed and recommendation, if any may be made for consideration.
- (vii) Adequate attention has to be given on vacancy position and capacity building.
- (viii) Night halt may be made during the district visit.

4. A list of broad Sector wise schemes and programmes has been indicated at **Annexure-II** for review. Report format and project format have been enclosed at **Annexure-III** for furnishing a district visit note.

5. You are, therefore, requested to visit the district assigned to you and furnish the visit note in the Report format and project format to the concerned Departments / Agencies as well as to P & C Department within a week on completion of each visit and also ensure compliance from Departments / Agencies concerned under intimation to the P & C Department.

Yours faithfully,

*A. J. Dha*  
18-10-14

**Development Commissioner-cum-  
Additional Chief Secretary**

Memo No. 13959 /P., Dated 18/10/2014

Copy with a copy of the enclosure forwarded to the Additional Chief Secretary to Chief Minister for kind information of Hon'ble Chief Minister.

Memo No. 13960 <sup>(5)</sup> /P., Dated 18/10/2014

*J. S. Dha*  
18-10-14  
**Joint Director**

Copy with a copy of the enclosure forwarded to the Private Secretary to Chief Secretary, Odisha / Private Secretary to Development Commissioner-cum-Additional Chief Secretary / Private Secretary to Agriculture Production Commissioner-cum-Addl. Chief Secretary / Private Secretary to Chief Administrator (KBK), Koraput / Camp Office, Bhubaneswar for kind information of Chief Secretary, Odisha / Development Commissioner-cum-Addl. Chief Secretary / Agriculture Production Commissioner-cum-Addl. Chief Secretary / Chief Administrator (KBK), Koraput / Bhubaneswar.

Memo No. 13961 <sup>(3)</sup> /P., Dated 18/10/2014

*J. S. Dha*  
18-10-14  
**Joint Director**

Copy with a copy of the enclosure forwarded to all Revenue Divisional Commissioners for information and necessary action.

*J. S. Dha*  
18-10-14  
**Joint Director.**

Memo No. <sup>(30)</sup> 13962 /P., Dated 18/10/2014  
Copy with a copy of the enclosure forwarded to all Collectors for information and necessary action.

  
18.10.14  
**Joint Director**

Memo No. 13963 /P., Dated 18/10/2014  
Copy with a copy of the enclosure forwarded to Head, State Portal Group, IT Centre, Bhubaneswar for information and necessary action.  
He is requested to display the same in the website of P & C Department.

  
18.10.14  
**Joint Director**

**Annexure-I****LIST OF SECRETARIES AND SENIOR OFFICERS**

<b>Sl No.</b>	<b>Name of the Secretaries/ Sr. officers</b>	<b>Designation</b>	<b>District</b>
1.	Shri Sangram Keshari Mishra	Principal Secretary, PG&PA Deptt.	Jagatsinghpur
2.	Shri G.K. Dhal	Principal Secretary, Higher Education Deptt.	Mayurbhanj
3.	Shri S.C. Mohapatra	Principal Secretary, Energy Deptt.	Puri
4.	Shri S.P. Thakur	Principal Secretary, Excise Deptt.	Cuttack
5.	Shri N.K. Sundaray	Commissioner, Land Reforms, Odisha	Boudh
6.	Shri Rajesh Verma	Principal Secretary, Agriculture Deptt.	Ganjam
7.	Shri R.K. Sharma	Principal Secretary, F&E Deptt.	Kendrapara
8.	Shri C.J. Venugopal	Principal Secretary, Home Deptt.	Koraput
9.	Shri P.K. Mohapatra	Principal Secretary, RD Deptt.	Bhadrak
10.	Shri P.K. Jena	Principal Secretary, WR Deptt.	Jajpur
11.	Ms. CTM Suguna	Commissioner, Consolidation, Odisha	Gajapati
12.	Shri D.N. Gupta	Special Secretary, P&C Deptt.	Deogarh
13.	Shri Niten Chandra	Special Secretary, GA Deptt.	Kandhamal
14.	Shri Gudey Srinivas	Commissioner-cum-Secretary, Steel & Mines Deptt.	Keonjhar
15.	Smt. Arati Ahuja	Commissioner-cum-Secretary, Health &FW Deptt.	Rayagada
16.	Shri M.S. Padhee	Commissioner-cum-Secretary, FS&CW Deptt.	Bargarh
17.	Shri Sanjay Rastogi	Commissioner-cum-Secretary, Commerce & Transport Deptt.	Suvarnapur
18.	Dr. C.S. Kumar	Commissioner-cum-Secretary, E & TE&T Deptt.	Nabarangpur
19.	Shri D.K. Singh	Commissioner-cum-Secretary, Panchayati Raj Deptt.	Sambalpur
20.	Shri Surendra Kumar	Commissioner-cum-Secretary, ST&SC Dev. Deptt.	Kalahandi
21.	Shri G. Mathivathanan	Commissioner-cum-Secretary, H&UD Deptt.	Nuapada
22.	Shri Hemant Sharma	CMD, GRIDCO & OPTCL	Balangir
23.	Shri Bishnupada Sethi	Commissioner-cum-Secretary, F&ARD Deptt.	Dhenkanal

<b>Sl No.</b>	<b>Name of the Secretaries/ Sr. officers</b>	<b>Designation</b>	<b>District</b>
24.	Smt. Chitra Arumugam	Commissioner-cum-Secretary, HT&H Deptt.	Balasore
25.	Dr. A.K. Padhee	Commissioner-cum-Secretary, Tourism & Culture Deptt.	Nayagarh
26.	Shri Saswata Mishra	Commissioner-cum-Secretary, W&CD Department	Malkanagiri
27.	Shri Vishal Kumar Dev	Commissioner-cum-Secretary, Industries Deptt.	Sundargarh
28.	Smt. Usha Padhee	Commissioner-cum-Secretary, School & Mass Education Deptt.	Angul
29.	Shri Sanjeeb Kumar Mishra	Commissioner-cum-Secretary, Information & Technology Deptt.	Khurda
30.	Shri Panchanan Dash	Secretary, MSME Deptt.	Jharsuguda

**Thrust Area 1. Poverty Alleviation and Livelyhood Programme**

(i) NRLM, (ii) PDS, (iii) OAP, (iv) NOAP, (v) Annapurna, (vi) Antodaya, (vii) Food for work, (viii) Emergency Feeding, (ix) MGNREGS, (x) Establishment of Grain Bank, (xi) SHG, and (xii) IAY.

**Thrust Area 2. Socil Sector including Health & Education:**

(i) NRHM, & NUHM, (ii) Vacancies of Doctors, Pharmasist and ANM, (iii) Availabilities of essential equipment in PHC, (iv) ASHA, (v) JSY, (vi) Mamata, (vii) Immunisation, (viii) Programme to reduce infant mortality, (ix) Emergency Ambulance (x) Supply of Text Book, (xi) Attendance of Teacher, (xii) Quality of Education, (xiii) Ashram School, (xiv)SSA, (xv)MDM and (xvi)ICDS, (xvii) Hostel for ST students and (xviii) Minority Welfare Programme.

**Thrust Area 3. Area Development Programme:**

(i) Activities of DRDA, (ii )Activities of ITDA, (iii) Micro Projects, (iv) RLTAAP, (v) WODC, (vi) BRGF, (vii) IAP, (viii) MLALAD, (ix) MPLAD, (x) GGY, (xi) BKBK, (xii) SPF, and (xiii) Watershed Mission.

**Thrust Area 4. Agriculture and Allied Sector:**

(i) Jalanidhi, (ii) RKVY, (iii) NFSM, (iv) Biju Krushak Kalyan Yojana, (v) Cropping Pattern and Crop Condition, (vi) Availability of fertilizer and Pesticides, (vii) Horticulture Programme, (viii)Pisciculture, (ix) Government Agricultural Farm, (x) Veterinary Dispensary, (xi) Live Stock Centre and (xii) Paddy Procurement.

**Thrust Area 5. Irrigation and Power Sector:**

(i) Ongoing Irrigation Projects, (ii) Irrigation Projects in Pipeline, (iii) Sustainable Harnessing of Ground Water (iv) Electrification (RGGVY), (v)BGJY and (vi) CAPEX.

**Thrust Area 6. Connectivity / Infrastructure / Cement Concrete Road and Miscellaneous:**

(i) NH, SH and other roads, (ii) Road Connectivity (PMGSY), (iii) Drinking Water supply, (iv) Bridges (v) BSY, (vi) Creation of Infrastructure at PACs & RMC Mandis, (vii) Progress of Registration and generation of Adhaar numbers.

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**Annexure-III**

**REPORT FORMAT FOR DISTRICT VISIT BY SECRETARIES AND SENIOR OFFICERS**

**Report Cycle : Oct, 2014 to Sept, 2015**

**Report No. 1-6/N or 1-6/O**

**(to be indicated)**

**(N: Nodal district, O: Other district)**

Principal Secretary/Secretary/ Sr. Officers	:	
District visited	:	
Purpose of Visit - to monitor quality of programme delivery - to monitor food and social security - to remove bottlenecks, if any, in the programme delivery - to strengthen inter-departmental coordination and convergence	:	Thrust area for the visit may be indicated along with specific programmes/schemes to be reviewed.
Duration	:	from                      to
No of night halts made	:	
Projects visited- List to be attached (in the prescribed proforma)	:	
Good Practices and Innovations noticed (Documentation if any required)		

Inter/Intra Departmental problems noticed and sorted out during the visit	:	
Issues required to be addressed at the department (state) level or to be sorted out through interdepartmental coordination :	:	
Concerns which require immediate attention	:	
Changes if any proposed in the programme guidelines to improve programme delivery	:	

**Any other comments/suggestions:**

**Signature with Designation of  
Principal Secretary/Secretary to Govt./  
Sr. Officer**



