

IMPLEMENTATION OF RIGHT TO INFORMATION ACT-2005 AND PUBLICATION OF INFORMATION IN RESPECT OF DISTRICT STATISTICAL OFFICE,ANGUL

Particulars of Organization Functions and Duties Section 4(1)(b)(i)

1. Aims & Objectives of the Organisation

The office of the District Statistical Officer , Angul has been functioning in the district since October' 1994 after the reorganization of districts in Orissa under the Directorate of Economics & Statistics, Orissa, Bhubaneswar and the administrative control of Planning & Co-ordination Department, Govt. of Orissa.

The main objectives of this organization is collection, compilation and reporting of primary data relating to various sectors like agriculture, irrigation, price statistics and socio economic indicators etc. in respect of Angul District. Also we make available the data published by the Directorate of Economics & Statistics,Orissa,Bhubaneswar

2. Mission and Vision

This organization works under the direct control of Directorate of Economics & Statistics. This office serves as a field agency for collection, compilation and submission of data relating to different sectors of the economy to the Directorate of Economics & Statistics, Orissa, Bhubaneswar. With this, the District Statistical office has been playing a vital roll in the maintenance of a healthy database for different sectors of the economy and a part & parcel of the planning process.

3. Organisation Charts

Planning & Co-ordination Department,Orissa, Bhubaneswar
Directorate of Economics & Statistics,Orissa Bhubaneswar
Deputy Director(Statistics) Northern Range, Sambalpur
District Statistical Office,Angul

3. Duties to be performed to achieve the Mission

The main objective of this office has always remained to collect reliable information from the field and despatch the same to the Directorate of Economics & Statistics for timely publication of reliable estimates relating to different socio-economic parameters. To achieve this end, timely instructions have been sent to the field and training programmes of the field functionaries as well as the supervisory staff have been conducted time to time. Computerisation of field data has been taken up for minimizing the statistical errors.

4. Service Rendered

We conduct following surveys regularly in a year

i) **EARAS(Establishment of An Agency for Reporting Agricultural Statistics):-**

This is a centrally sponsored scheme in which 20 percent villages of each block are selected in every year to be taken up for land utilization and yield estimation survey work in the respective agriculture year. In this process all the villages of a block are completed in five years constituting a round. 13 crops including paddy have been currently taken up for finding estimated area under the crop and the yield rate as per Central Govt. instructions.

ii) **NSS(National Sample Survey):-**

Every year the National Sample Survey Organisation(NSSO) conducts surveys on sample basis to find out estimates pertaining to different socio-economic indicators. And in this respect the District Statistical Office has been collecting data with the help of its primary investigators on matching share basis and submits the schedules to the DE&S, Orissa.

iii) **Price Statistics:-**We collect data on Farm harvest prices, Producer prices, Wholesale prices & Retail prices of different agriculture and non- Agricultural commodities from the selected primary markets of the districts.,

iv) **Fruits & Vegetables Schemes:-** This is a centrally sponsored scheme. Survey is being conducted for area estimation, Yield rate and production of some selected Fruits and Vegetables.

v) We collect data for reporting of **Agriculture Labour Wages** and cost of certain items of Farm Cultivation.

vii) **Official Statistics:-** Different types of data relating to the administration and developmental activities are being collected by this organization from various Govt. Departments, public sector undertaking and other organization.

viii) **Adhoc Survey:** - Different types of survey like Economic Census, Agriculture Census, Minor Irrigation Survey etc. are undertaken by this organization at the instance of Central Govt. from time to time to bridge the data gap in various sectors for planning purpose.

5. Postal Address of the Main Office :-

Main Office	District Statistical Office Near L.I.C. Office, Angul At/P.O:- Angul Dist:- Angul-759122 Ph-06764-234348 E mail ID- dsoangul@bsnl.in
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6. Working Hours: - 10 A.M to 5 P.M in every working day

Powers and Duties of Officers & Employees
Section-4(i) (b) (ii)

Sl.No	Designation of Post	Powers				Duties attached
		Administrative	Financial	Statutory	Others	
1	District Statistical Officer	Office Administration Head of the Office	Drawing and Disbursing Officer, Sanction of GPF, leave of Subordinate staff.	Head of the Office		Overall Monitoring & supervision of all works attached with the office. Reporting of compiled reports to DE&S, Orissa
2	Statistical Investigator			To monitor the field survey and preparation of various report		Overall charge of an assigned Section, Monitoring & supervision of field work, Responsible for timely submission of schedules & forms to DSO for onward transmission .
3	Statistical Asst.					Supervision Of survey work of field functionaries and scrutiny, coding work at the Hqrs,
4	Primary Investigator					Collection of data for NSS,F&V,P rice and VICS from the field

5	Head Clerk					Deals with all accounting & establishment matters, Maintenance of Cash Book & immediate control over the Accounts Establishment section.
6	Sr. Clerk				.	Deals with the Establishment matters, maintenance of service Rolls, Etc
7	Jr.Clerk				.	Typing, Diary & Despatch of official letters
6	Statistical Field Inspector					Supervision of field work of SFSs and submission of schedules & forms to the office.
7	Statistical Field Surveyor(SFS)				.	Data collection at the field

Procedure followed in the decision making process
{Section 4(I) (b) (iii)}

Accounting & Establishment matters

All the preliminary action starting from diary of letters are taken up by the dealing assistant and moved to the head clerk for necessary action at his level. The DSO is the final authority to take the decision adhering to the Rules & Regulations. In case of any query that may be clarified from the Directorate of Economics & Statistics, Orissa, Bhubaneswar.

Technical matters

So far as surveys, census and data collection is concerned these are done according to the norms set by the Directorate of Economics & Statistics, Orissa, Bhubaneswar from time to time. Other decisions relating to the technical matters at the district level are to be taken up by the DSO. Any Clarification in this regard can be obtained from the Directorate of Economics & Statistics, Orissa, Bhubaneswar.

Norms set by it for the discharge of its functions
{Section 4(I) (b) (iv)}

Sl.No.	Activity	Time Frame/Norm	Remarks
1	Diary of letter	3 minutes per letter on the same day	
2	Dispatch of letter	5 minutes per letter on the same day	
3	Typing Job	20 pages per day	
4	Schedule submissions to DE&S	As fixed by DE&S	Technical schedules & forms

**Rules, Regulations, Instruction manuals and
Records for discharging functions
{Section 4(I) (b) (v)}**

Sl.No.	Name of the Act, Rules, regulation, records etc.	Brief contents	Ref. if Any
1	Orissa Treasury Code	Self explanatory	
2	O.G.F.R- Vol.1 & 2	Self explanatory	
3	Orissa Service Manual	Self explanatory	
4	Orissa Pension Rules	Self explanatory	
5	Delegation of Financial Power Rules	Self explanatory	
6	Hand Book of Govt. of Orissa Accounts & Audit	Self explanatory	
7	Hand Book for Govt. Employees	Self explanatory	
8	RTI Rules-2005	Self explanatory	
9	RTI Act-2005	Self explanatory	
10	Instruction Manual on EARAS	Guidelinnes for Land Utilisation Survey & Yield Estimation Survey under EARAS	
11	Agricultural Statistics Manual, Part-II	Guidelines on improvement of Crop Statistics	
12	Instruction Manual on Price Statistics	Guidelines for price collection work	
13	Instruction Manual on Fruits & Vegetable Survey	Guidelines for conducting fruits & vegetable survey	
14	Instruction to Field Staff Socio-Economic Survey (65 th round)	Self explanatory	

**Categories of documents that are held
by it or under its control
{Section 4(I) (b) (vi)}**

Sl.No	Documents/Records	Contents	Price in case of priced edition
1	District Statistical Hand Book-2005	Information on socio-economic indicators of the District	Rs 25/
2	District At a Glance	Data pertaining to various parameters Viz. Population, G.Area, administrative set up, agriculture, industry & mining etc. of all districts of Orissa	
3	Statistical Abstract of Orissa	Information on Adm. Set up, Population, Climate, Agriculture, Forest, Industry & Mining, Education etc.	Rs 110/

{Section 4(I) (b) (vii)} & {Section 4(I) (b) (viii)}

Not Applicable for this Office

Directory of Officers & Employees
{Section 4(I) (b) (ix)}

SL No	Name & Designation	Office Phone No.	E.Mail ID
1	2	3	5
1	Haramohan Biswal,D.S.O	06764-234348	dsoangul@bsnl.in
2	Ramesh Ch. Mishra,S.I		
3	Kailash Ch. Swain,S.I		
4	Subrat Kr.Naik,S.A		
5	Dhiren Kr. Parida,S.A		
6	Ramesh Ch.Sethi,S.A		
7	Pradyumn Sahoo,S.A		
8	Aswini Kr. Ojha,S.C		
9	Sarojini Beura,J,C		
10	Satrughna Naik,SSFI		
11	Brajabandhu Kandi,SSFI		
12	Gagan Bihari Mohanty,SFI		
13	Bholeswar Behera,SFI		
14	Arta Bhanjan Dash,SFS		
15	Muralidhar Sahoo,SFS		
16	Debaraj Jena.SFS		
17	Basudeb Mohanty,SFS		
18	Prakash Ch.Pradhan,SFS		
19	Purna Ch. Rath,SFS		
20	Dhiranjan Garnaik,SFS		
21	Harish Ch. Naik,SFS		
22	Gadadhar Seta,SFS		
23	Pramod Kr. Samal,SFS		
24	Sebak Ram Naik,SFS		
25	Pandab Behera,SFS		
26	Nilakantha Sahoo,SFS		
27	Dharidhar Sahoo,SFS		
28	Nanda Kr. Mohapatra,SFS		
29	Trinath Nahak,SFS		
30	Kabiraj Pradhan,SFS		
31	Gatikrushna Moharana,SFS		
32	Adeita Behera,SFS		
33	Kailash Ch. Patra,SFS		
34	Pranabandhu Sahoo,SFS		
35	Krushna Ch.Mallik,SFS		
36	Prafulla Kr. Sahoo,SFS		
37	Abadhuta Sahoo,SFS		

38	Narayan Dehury,SFS		
39	Dukhishyam Gill,SFS		
40	Bhaskar Ch.Behera,SFS		
41	Pravakar Sethi,SFS		
42	Rama Ch. Lenka,SFS		
43	Suresh Ch. Mohanty,SFS		
44	Premananda Mishra,SFS		
45	Guru Charan Sahani,SFS		
46	Bipin Bihari Dehury,SFS		
47	Antaryami Behera,SFS		
48	Nityananda Dehury,SFS		
49	Basudeb Beura,SFS		
50	Bibekananda Sahoo,SFS		
51	Anadi Dalai,SFS		
52	Abhiram Swain,SFs		
53	Ramesh Kr. Dalai,SFS		
54	Sudhanshu Sekhar Rout,SFS		
55	Tikan Sethi,SFS		
56	Sarat Ch. Patra,Sfs		
57	Manoranjan Sahoo,SFS		
58	Sarat Chandra Swain,SFS		
59	Prafulla Kr. Behera,SFS		
60	Surendra Nayak,SFS		
61	PurusottamSahoo,SFS		
62	Kailash Ch.Rout,Chainman		
63	Naba Kishor Sethi,Chainman		
64	Puspanjali Nath,Chainman		
65	Mohan Ch.Pradhan, Watchman		

**Monthly Remuneration received by the
Officers & Employees
{Section 4(I) (b) (x)}**

SL No	Name & Designation	Pay Scale	Monthly Remuneration
1	2	3	5
1	Haramohan Biswal,D.S.O	6500-10500	16645
2	Ramesh Ch. Mishra,S.I	5000-8000	15846
3	Kailash Ch. Swain,S.I	5000-8000	14821
4	Subrat Kr.Naik,S.A	4750-7500	6988
5	Dhiren Kr. Parida,S.A	4750-7500	11116
6	Ramesh Ch.Sethi,S.A	4750-7500	11685
7	Pradyumn Sahoo,S.A	4750-7500	11116
8	Aswini Kr. Ojha,S.C	4000-6000	9576
9	Sarojini Beura,J,C	3050-4590	7125
10	Satrugna Naik,SSFI	4000-6000	11856
11	Brajabandhu Kandi,SSFI	4000-6000	10717
12	Gagan Bihari Mohanty,SFI	3050-4590	9411
13	Bholeswar Behera,SFI	3050-4590	9371
14	Arta Bhanjan Dash,SFS	2750-4400	9006
15	Muralidhar Sahoo,SFS	2750-4400	9026
16	Debaraj Jena.SFS	2750-4400	9006
17	Basudeb Mohanty,SFS	2750-4400	9006
18	Prakash Ch.Pradhan,SFS	2750-4400	9188
19	Purna Ch. Rath,SFS	2750-4400	9006
20	Dhiranjan Garnaik,SFS	2750-4400	9006
21	Harish Ch. Naik,SFS	2750-4400	9371
22	Gadadhar Seta,SFS	2750-4400	9188
23	Pramod Kr. Samal,SFS	2750-4400	9188
24	Sebak Ram Naik,SFS	2750-4400	9188
25	Pandab Behera,SFS	2750-4400	9006
26	Nilakantha Sahoo,SFS	2750-4400	9006
27	Dharidhar Sahoo,SFS	2750-4400	9006
28	Nanda Kr. Mohapatra,SFS	2750-4400	9006
29	Trinath Nahak,SFS	2750-4400	9006
30	Kabiraj Pradhan,SFS	2750-4400	9006
31	Gatikrushna Moharana,SFS	2750-4400	9006
32	Adeita Behera,SFS	2750-4400	9006
33	Kailash Ch. Patra,SFS	2750-4400	9038
34	Pranabandhu Sahoo,SFS	2750-4400	9006
35	Krushna Ch.Mallik,SFS	2750-4400	9006
36	Prafulla Kr. Sahoo,SFS	2750-4400	9006
37	Abadhuta Sahoo,SFS	2750-4400	9006

38	Narayan Dehury,SFS	2750-4400	9006
39	Dukhishyam Gill,SFS	2750-4400	9006
40	Bhaskar Ch.Behera,SFS	2750-4400	9006
41	Pravakar Sethi,SFS	2750-4400	9006
42	Rama Ch. Lenka,SFS	2750-4400	9006
43	Suresh Ch. Mohanty,SFS	2750-4400	9006
44	Premananda Mishra,SFS	2750-4400	9006
45	Guru Charan Sahani,SFS	2750-4400	9006
46	Bipin Bihari Dehury,SFS	2750-4400	8836
47	Antaryami Behera,SFS	2750-4400	8643
48	Nityananda Dehury,SFS	2750-4400	8664
49	Basudeb Beura,SFS	2750-4400	8664
50	Bibekananda Sahoo,SFS	2750-4400	8493
51	Anadi Dalai,SFS	2750--4400	8493
52	Abhiram Swain,SFs	2750-4400	8493
53	Ramesh Kr. Dalai,SFS	2750-4400	8493
54	Sudhanshu Sekhar Rout,SFS	2750-4400	8664
55	Tikan Sethi,SFS	2750-4400	8664
56	Sarat Ch. Patra,Sfs	2750-4400	8664
57	Manoranjan Sahoo,SFS	2750-4400	8185
58	Sarat Chandra Swain,SFS	2750-4400	8152
59	Prafulla Kr. Behera,SFS	2750-4400	Un -authorised. Leave
60	Surendra Nayak,SFS	2750-4400	7981
61	PurusottamSahoo,SFS	2750-4400	8493
62	Kailash Ch.Rout,Chainman	2550-3200	7627
63	Naba Kishor Sethi,Chainman	2550-3200	7627
64	Puspanjali Nath,Chainman	2550-3200	7320
65	Mohan Ch.Pradhan, Watchman	2550-3200	7296

**Budget allocated to each agency
{Section 4(I) (b) (xi)}**

Non-Plan Budget

Major Head	Activity	Sanctioned budget	Budget Estimate	Revised Estimate	Exp. For last Year
16-3454 DSE	salary	455595	455595	455595	140566
16-3454 Eco-Survey	salary	247901	247901	247901	141601
16-3454 Crop Survey	salary	1137240	1137240	1137240	1015711

Plan Budget

Major Head	Activity	Sanctioned budget	Budget Estimate	Revised Estimate	Exp. For last Year
16-2401	salary	5865843	7504843	7504843	5534836
16-2401 F&V	salary	161573	161573	161573	213830

{Section 4(I) (b) (xii)} & {Section 4(I) (b) (xiii)}

Not Applicable for this Office

**Information available to or held by it, reduced in an electronic form
{Section 4(I) (b) (xiv)}**

Nil for this Office

**Particulars of facilities Available to Citizen for obtaining information
{Section 4(I) (b) (xv)}**

Sl.No.	Facilities Available	Nature of information	Working Hours
1	District Statistical Hand Book	Satistical Data about the Angul District	10 A.M-5 P.M
2	Statistical Abstract of Orissa	Satistical Data about all Districts of Orissa	10 A.M-5 P.M

Name ,Designation & Other Particulars of the Public Information Officer
{Section 4(I) (b) (xv)}

Public Information Officer

1. Sri R.C.Mishra,
Statistical Investigator,
District Statistical Office, Angul
Ph- 06764-234348

Asst. Public Information Officer

1. Sri S.K.Naik
Statistical Assistant
District Statistical Office, Angul
Ph- 06764-234348