

Ease of Doing Business in Odisha- Compilation of Government Notifications, Circulars and Orders

October, 2017

***This document contains the key Government notifications, circulars
and orders for the reforms undertaken by the State of Odisha towards
the Ease of Doing Business Framework***

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Introduction

Odisha has always endeavored to provide a hassle-free business environment to investors. To ensure this environment, a number of reforms have been carried out by various Departments of the State Government in the recent past.

Although the information about the reforms undertaken and the related notifications is available in the public domain, a need was felt to compile all the recent Government notifications, orders and circulars in a single document which could be referred to by the existing and potential investors.

Additionally, a number of technological interventions have also been carried out by the State Government. Odisha is the first state in India to launch a synchronized Central Inspection Framework for all industrial establishments. To resolve any investor queries post allotment of land by IDCO, an online Automated Post Allotment Application (APAA) has been launched. A new version of GO iPLUS has been launched with enhanced features to facilitate search for suitable land for setting up industries in the State. The information about all these interventions is available on the Invest Odisha Website (www.investodisha.org).

An Investors' Guide (<http://investodisha.org/eodb/investors-guide>) has been prepared which describes the various reforms undertaken by the State for Ease of Doing Business and provides step-by-step information on setting up a business in the State. This compendium of Government notifications/circulars/orders has been prepared **to complement the Investors' Guide** and should be read in conjunction with the same.

A. Commercial Tax

***A.1. Order for setting up of Help Desk and
Tax Payers' Service Unit***

OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES, ODISHA,
CUTTACK.

NO. 1355 /CT DATED 19.01.2013
III C1289/12

To

All the Joint Commissioner of Commercial Taxes of Territorial
Ranges/Deputy Commissioner of Commercial Taxes and Asst.
Commissioner of Commercial Taxes, in-charge of the Circles.

Sub: Setting up of Help Desks & regular interaction with dealers.

Sir,

As you are aware, promoting voluntarily tax compliance and establishing the credibility of tax administration is of utmost importance for an effective tax administration. It has been seen that in many cases lack of understanding of tax provisions and lack of awareness regarding obligations of tax payers results in non-compliance of the statutes. This is also supported by experience in different countries where it is found that tax payers' education programmes and adequate tax payers' services have contributed significantly to voluntary compliance.

After introduction of VAT, which has voluntary compliance as one of the cornerstones, the credibility of tax administration is perceived in terms of its capacity to identify defaulters and enforce penal provisions in a fair and just manner without causing any harassment or burdening the honest taxpayer with excessive compliance costs. The ethos of the tax organisation, ethics of the officials and discharging of functions in an open, transparent and accountable manner are therefore, important factors in building up the credibility of tax administration. In line with this, the VAT regime in Indian context also presupposes a change in the attitude of tax administrators.

Keeping the above in view, the Commercial Taxes Department has come out with **the tax payers' charter** stating the vision and mission of the Department and the rights and obligations of the tax payers as well as that of the tax administrators (The Charter is available on the Department Website). This should be imbibed by the officials of the department and should be reflected in their working especially in their interface with the dealers. You are requested to publish the same in a prominent place in the office for information of the public and also discuss with the officials & staff working in your office in the regular review meetings so as to give effect to the precepts laid down in the charter.

A tax administrator also needs to be dynamic and responsive to problems/issues in the field so as to create a congenial environment for business for an honest tax payer. It is important that the department has an institutional mechanism in place to get feedback from the tax payers through interactions with them on a regular basis and in return providing them with information and services in a prompt manner. Keeping the above in view, it has been **decided to set up a Tax Payers Service Unit** in the Commercial Taxes Department to function for achievement of the above objective.

To operationalise some of the functions of the Tax Payers Unit at the Circle, Range Level, the following action may be taken at your level.

1. **Regular interaction with the dealers-** Instructions have been issued vide Circular No.7 of November, 1978 for **holding Range Level Advisory Committee meeting twice in a year**. It is seen that it is not being held regularly. The Range Level Advisory Committee has representatives from Tax Bar Association, dealers, Chamber of Commerce and other stake holders as members. It should be ensured by the JCCT (in charge of range) that the Range Level advisory Committee meeting is held regularly as prescribed. The proceeding of the Range Level Advisory Committee meeting should be sent to head office within two weeks of the holding of the meeting for appropriate decisions. Where all the action taken on the proceedings will be put on the web site of the Commercial Tax Department.

Besides the above, it is directed that **regular interaction should be made on a quarterly basis with the dealers and the Commercial Tax Department Officers at the circle level.** Every circle should organise an interaction with the dealers on the 7th of the month and if the same falls on holiday, it should be held in the next working day. It should be ensured that the dealers invited represent different activities so that issues pertaining to various trades can be highlighted. Essentially, this will help in creating an enabling environment between the department and the dealers and will also help in informing the dealer about the various changes by the department as well as addressing the problems faced by the dealers for which appropriate remedial measure can be taken. New dealers' orientation may be made in the said meeting in which the newly registered dealers may be sensitised about their rights and obligations along with different provisions of law. Proceedings of the meeting may be sent to the JCCTs in charge of ranges. The JCCT (Ranges) should compile the important issues and send the same to the office of the CCT for further action.

2. **Setting up a help desk at each location:** Instructions have been issued earlier vide Letter No. 2847/CT, Dated. 22.2.12 **for setting up of "Help Desks"**. The department has taken a number of steps for providing e-services to the dealers. **Steps are also under way to make the process of registration and amendment simpler and time bound.** It is important that at each location help desk should be made functional. One or two ACTOs depending upon the work load may be nominated and assigned the work of managing these 'Help Desks'. They should be assisted by Data Entry Operators. Infrastructure in terms of computers with internet connectivity, furniture, a web camera, high speed scanner will have to be provided. The camera and the scanner will be provided by the head office. **You are requested to take immediate steps so that the help desk may be functional from 1st March, 2013.** The help desk should be located in front of the office which should be aesthetically designed and carry information on the services provided by the department and where the circles are collocated a common Help Desk may be set up. The Help Desk set up at Ganjam I Circle is given as an illustration at Annexure-I.

Further communication regarding activities of the tax payers unit and the process of registration and amendment will be intimated in due course. You are requested to follow up the instructions scrupulously and take action on the Tax Payers Charter, Meetings with the Dealers and setting up of Help Desks as per the schedule prescribed.

Yours faithfully,




(Manoj Ahuja)

Commissioner of Commercial Taxes,
Odisha, Cuttack.

Memo No. 1356 /CT

Dated 19-01-2013

Copy to All Zonal Addl. Commissioners of Commercial Taxes for information and necessary action.



Commissioner of Commercial Taxes,
Odisha, Cuttack.

OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES, ODISHA, CUTTACK

No. III (I) / 89 /2012 8273.

Dt: 22-5-14.

OFFICE ORDER

A Tax Payers' Service Unit (T.S.U) is to be set up in the Commercial Tax Department. For this purpose, the following structure, functions and activities are defined. The defined personnel are to immediately start functioning as per functions defined for the smooth implementation of the T.S.U.

Objective of the T.S.U.

The following are to be the broad objectives of the T.S.U.

1. To share tax related information with dealers/taxpayers and other stakeholders through effective interaction and communication.
2. To facilitate the transaction process for increasing efficiency in voluntary tax compliance.
3. To simplify the process of service delivery and improve the standard of service.
4. Respond to all queries and grievances of tax payers and devise a standard mechanism for redress.
5. Treat tax payers fairly and reasonably.
6. Minimise Compliance Cost

Structure of the T.S.U.

1. Mr. A.Satpathy, Additional Commissioner of Commercial Taxes (IT) will be acting as head of the Tax Payers' Service Unit.
2. Mr.K.C.Satpathy, OSD II will be in overall charge of the Unit at Head Office and supervise the works at Circle level.
3. The two ACTOs and Sr. Programmer who are working in the Help Desk of the I.T. Section will henceforth work under the Tax Payer Service Unit at Head Office and report to OSD II.
4. ACCT (TRU) Mr. S. Das will assist in Preparation of Publications and training programmes with the dealers.
5. At Circle level one CTO will be in charge of the Tax Payers' Service Unit who will supervise all functions including Help Desk function and one full time ACTO will be

exclusively assigned to Tax Payers' Service Unit & Help Desk. In big circles 2 ACTOs may be assigned for the work.

6. The T.S.U will currently function in the I.T. Section till further orders. One Jr. Clerk will be assigned exclusively to the Tax Payers Service Unit.


Functions of the T.S.U

The following functions are assigned to T.S.U and are to be started on a priority basis.

1. The Tax Payers' Service Unit will be responsible for maintaining the Help Desks at Head Office and Circle level and monitor the activities like ease and efficiency of service delivery.
2. It will organise the Range Level Advisory Committee Meeting and publish the issues raised by the dealers in the website and update the action taken on a regular basis.
3. It will be responsible for providing information to the dealers and general public related to any significant change in tax laws, information related to introduction of new services and change in the process of service delivery. The Unit is responsible for utilising appropriate and adequate channels of information flow like advertisement, e mail, SMS, News letter and call centre.
4. The Unit shall interact with the stakeholders on a regular basis to train and support them in understanding the processes and laws and address their queries.
5. The Unit will create a mechanism of grievance redress.
6. It will evaluate the performance of service delivery through feedback, third party survey.

Activities of T.S.U

The activities as well as the frequency, timeline, responsibility as well as performance evaluation mechanism of T.S.U are enclosed as Annexure-A.


Commissioner
Commercial Taxes.

***A.2. Notification for registration under VAT
within One day***

GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

Notification

The 28/6/ 2016.

JSC(BKD)



SRO NO- - In exercise of the powers conferred by section 94 of the Odisha Value Added Tax Act, 2004 (Odisha Act 4 of 2005), the state Government do hereby make the following rules further to amend the Odisha Value Added Tax Rules, 2005, namely :-

1. (1) These rules may be called the Odisha Value Added Tax (2nd Amendment) Rules, 2016.

(2) They shall come into force on the date of their publication in the Odisha Gazette.

2. In the Odisha Value Added Tax Rules, 2005 (hereinafter referred to as the said rules), in rule 15,

(i) for sub-rule (1), sub-rule (2) and sub-rule (3), the following sub-rules shall be substituted, namely:

“(1) Every dealer, who does not have more than one place of business, liable to be registered under sub-section (1) of Section 25 shall make an application for registration electronically in Form VAT- 101 and upload scanned copies of self-attested requisite documents along with the application form to the registering authority under whose jurisdiction the place of business is situated.

(2) Any person, not being liable to pay tax under Section 10 of the Act shall make an application electronically in Form VAT-101 and upload scanned copies of self-attested requisite documents along with the application form to the registering authority under whose jurisdiction the place of business is situated, for voluntary registration under sub-section (1) of Section 26 of the Act .

(3) Every dealer, who has more than one place of business within the State and liable to be registered under sub-section (1) of Section 25 shall declare one of such places of business as the principal place of business and make an application electronically in Form VAT-101 and upload scanned copies of self-attested requisite documents along with the application form to the registering authority under whose jurisdiction the principal place of business is situated.”

(ii) for sub-rule(9), the following sub-rules shall be substituted, namely:-

“(9)The application for registration in Form VAT-101 shall be accompanied with processing fee as notified by the Commissioner from time to time along with declarations,-

- (a) in respect of the address of additional places of business, branch offices, warehouses or godowns situated inside the State in Form VAT-101A.
- (b) in respect of the address of additional places of business, branch offices, warehouses or godowns situated outside the State in Form VAT-101B.
- (c) in respect of the personal details of the proprietor, managing partner, managing director, authorized officer or karta of the business in Form VAT-101C affixing thereto **scanned copy** of two specimen signature of:
 - (i) the proprietor, in case the applicant is a proprietorship concern;
 - (ii) the managing partner, in case the applicant is a partnership firm;
 - (iii) the managing director or director or the officer duly authorised by the Board of Directors through a resolution, in case the applicant is a company incorporated under the Companies Act, 1956;
 - (iv) the president or secretary or duly authorised officer, in case the applicant is an association of persons;
 - (v) the karta , in case the applicant is a Hindu Undivided Family;and the said form shall be duly filled in, **duly signed** individually by the aforesaid person(s), as applicable, and verified in the manner specified in the form.
- (d) in respect of name and address along with the signature of the manager or employee of the business or any other person associated with the business in Form VAT-101D, who have been authorized to receive notice, order or communication under the Act and these rules on behalf of the dealer and the service of such notice, order or communication on whom, shall be binding on the dealer:

Provided that any change in the information furnished in Form VAT-101D shall be intimated electronically to the registering authority within seven days from the date of occurrence of such change and the intimation shall be accompanied by a fresh declaration in Form VAT-101D incorporating therein such changes.

- (e) A dealer applying for registration under this rule shall **be required to upload the self-attested documents**, namely:-

In support of proof of residence for proprietor:

(any one of the following)

- (i) Voter identity card
- (ii) Passport;
- (iii) Driving license;
- (iv) Aadhaar Number/NPR (National Population Register) Number;
- (v) Holding tax payment receipt for current/previous year;
- (vi) Last paid electricity bill in the name of applicant or parents or spouse;
- (vii) Any other documents as may be notified by the Commissioner, from time to time;

In support of proof of place of business:

(any one of the following)

- (i) Holding tax payment receipt for current/previous year;
- (ii) Record of right;
- (iii) Agreement or lease deed duly executed in case of rented premises;
- (iv) Certificate issued by the local authority in respect of shops and establishment;

In support of proof of constitution of business:

For company:

- (i) Certificate of incorporation issued by the Registrar of Companies;
- (ii) Memorandum of Association and Articles of Association;

For partnership firms including limited liability partnership firm:

- (i) Partnership deed;

For other concerns:

- (i) Any document in support of their constitution / incorporation / registration;

Other documents:

- (i) Authorization, if any by the Company/Board Resolution and the like.
- (ii) VAT/CST Registration Certificate of other States (if the dealer is registered in other States or having a place of business in other States);
- (iii) License/Registration Certificates;
- (iv) Proof of payment of processing fee.
- (v) **The applicant shall upload the recent passport size photograph of the proprietor / managing partner / managing director / karta / authorized signatory, as the case may be.**

Note.—

The dealer is required to furnish receipt from Government Treasury or e-challan or a crossed demand draft drawn on any Scheduled Bank or banker's cheque issued by a Scheduled Bank in favour of Deputy/Assistant Commissioner of Sales Tax/Sales Tax Officer of the Circle/Assessment Unit, as the case may be, in support of proof of payment of processing fee."

3. In the said rules, in rule 16, for sub-rule (2), the following sub-rule shall be substituted, namely:-

"(2) A dealer shall make an application electronically in Form VAT-101 and **upload scanned copies of self-attested requisite documents along with the application form** to the Commissioner for registration under sub-rule (1)."

4. In the said rules, in rule 18, for sub-rule (1), the following sub-rule shall be substituted, namely:-

"(1)(i) On receipt of the application form along with all requisite documents as specified in rule 15 or as may have been required, the registering authority shall register the dealer and issue him a certificate of registration ordinarily **within one working day**.

(ii) Where the registering authority feels necessary, he may, for reasons to be recorded in writing, conduct or cause to be conducted such enquiry to be completed within ninety days from the date of grant of certificate of registration:

Provided that the dealer who avails waybill in Form VAT-402, inquiry may be completed within thirty days of availing such waybill.

(iii) On the basis of such enquiry, the registering authority may by order allow the certificate of registration to continue or shall, after giving a reasonable opportunity of being heard, cancel certificate of registration with effect from the date specified in that order."

[No. 18554 FIN-CT1-TAX-0016-2016]

By order of the Governor

S. Rout
28.6.2016

Under Secretary to Government

Memo No. 18555 /F., Date- 28/6/2016

Copy forwarded to the Gazette Cell of Commerce & Transport (Commerce) Department, Government of Odisha, Bhubaneswar for information and necessary action with a request to publish this notification in an extraordinary issue of the Odisha Gazette immediately.

Four hundred copies of the notification may please be supplied to this Department and One hundred copies to C.C.T., Odisha, Cuttack.

This is statutory and will bear SRO Number.

Qout
28.6.2016
Under Secretary to Government

Memo No. 18556 /F., Date- 28/6/2016

Copy forwarded to Commissioner of Commercial Taxes, Odisha, Cuttack for information and necessary action.

Qout
28.6.2016
Under Secretary to Government

Memo No. 18557 /F., Date- 28/6/2016

Copy forwarded to the Head State Portal Group, IT Centre, Secretariat for hosting in the Odisha Government website - www.Odishagov.ocac.in - Finance Department.

Qout
28.6.2016
Under Secretary to Government

A.3. Order mandating registration under Entry Tax, CST and Professional Tax within one day

OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES,
ODISHA, CUTTACK.

No. 10336 /CT.,
To III-11/4/2015-Policy-CC7

Dated. 30-08-2016

The Deputy/Asst. Commissioner of Commercial Taxes
in charge of circles.

Sub: One day registration under Professional Tax Act.

Sir,

As you are aware Rule 15 and 18 of the OVAT Rules have been amended vide F.D. Notification 18554-FIN-CTI-TAX-0016-2016 providing for a new registration process with a stipulation under Rule 18 (1) (i) for grant of registration certificate **ordinarily within one working day**.

The new e-registration process provides a common facility for uploading application for registration under OVAT Act, Odisha Entry Tax Act, CST Act and Orissa State Tax on Professions, Trades, Callings and Employments Act through single enrollment, depending on the need of the applicant. As a rule, the Registering Authorities follow a common approval process for all the applications and grant registration at the same time. The same procedure shall be followed even in the changed registration process and registration be granted **ordinarily in one working day** in respect of all the applications notwithstanding that the Rules governing the registration process under CST, Entry Tax and Profession Tax have not been amended.

There may be cases where an applicant may enroll seeking registration only under Profession Tax. Even in such cases registration must be granted ordinarily in one working day.

Yours faithfully,



Commissioner of Commercial Taxes
Odisha, Cuttack.

A.4. Notification mandating VAT refund payment to be made online directly to International Bodies account

**OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES, ODSHA
CUTTACK**

No. 12394-DIRECT, Dt. 19/03/2014

NOTIFICATION

Sub: Refund to International Supplier etc.

It is hereby notified for general information that in exercise of power conferred by sub-section (4) (c) of Section 16 of the Central Value Added Tax (Amendment) Act, 2011, I, Sri Manoj Kumar, IAS, Commissioner of Sales Taxes, Odisha, Cuttack do hereby specify that all the applications for claim of refund arising out of clause (a) of sub-section (2) of Section 16 shall be made electronically through Bhuvanagiri e Circle.

2. The procedure for applying for the claim of refund in electronic method shall be as follows:

- a) The authorized officer on behalf of the Organisation is to apply online for the claim of refund in the portal of the Commercial Tax Department or Form 'CX-123A, No User ID or password is required to apply online.
- b) After duly filling up of the Form 'CX-123A, the authorized officer is required to send it for approval of competent authority. After sending it for approval, the system will generate an Acknowledgement, of which the authorized officer will take a print out.
- c) The acknowledgement printed from the portal is to be submitted by the authorized officer to the Bhuvanagiri e Circle through Registered Post only along with the copies of the required documents like retail invoice in support of purchases of goods only for official use on the basis of which the claim of refund is made (each minimum tax exclusive price of Rs.1,000/-) and authorization letter in original in support of the officer applied for refund.
- d) The application for refund shall be filed within a period of fourteen days from expiry of the quarter to which the claim relates.

3. All such applications for refund arising out of clause (a) of sub-section (2) of Section 16 will be processed electronically by the Commissioner – B Circle. After processing, approval would be given through CRTR and Refund Orders in Form VAT – 118 A would be generated online for the applicant(s) to download from the portal.

4. Once an e-Refund has been approved by the Commissioner – B Circle authority, the amount of refund would be directly transferred to the given bank account of the respective applicant through the Treasury system.

This Notification shall come into force with immediate effect.

Sd/-
Sri Manoj Anuja, IAS,
Commissioner of Sales Tax
Odisha, Cuttack

Memorandum No. _____ ACT, Dated 03/09/14

Copy in duplicate is forwarded to the Director, Printing, Stationery and Publication, Odisha Madhyapanna, Cuttack for publication in next issue of the Odisha Gazette. This may be published in an extra ordinary Gazette & 25 copies of the same may please be supplied to this office. This may also be published in the next issue in the Odisha Commercial Tax Gazette. This is a statutory notification and shall bear SRO number.

Deputy Commissioner Commercial Taxes
(VAT)

Memorandum No. _____ ACT, Dated 03/09/14

Copy forwarded to the Spl. C&CT, (Enq.) / All Additional Commissioners (H.O./ Additional Commissioner (Vigilance) / ACCTs of all the Territorial Ranges / DCCTs in charge of all the Enforcement Ranges/ Vg. Division/ DCCTs/ ACCTs/ CTOs in charge of Circle / Check post/ Assessment Units / CTOs in charge of Investigation Units / all officers of H.O for information and necessary action.

Deputy Commissioner Commercial Taxes
(VAT)

Memor. No. ACT, Dated 20/02/2014

Copy forwarded to the ACCT (IT) / system analyst for information; they are requested to take necessary steps for placing the notification in the CTD website for general information.

**Deputy Commissioner Commercial Taxes
(VAT)**

- 3 spare copies to Policy Section
- 3 spare copies to Library
- 3 spare copies to D.C.T. Office

A.5. Circular for Audit procedure through enforcement and investigation wings

OFFICE OF THE COMMISSIONER OF COMMERCIAL TAXES, ODISHA,
CUTTACK.

NO. 11329/CT DATED 02-12-19
VI(V/55)2019 **CIRCULAR**

**Sub: Reorienting of activities in Enforcement wing and Investigation wings
Baranagar.**

Ref: This Office Circular No. VI(V) 10898-14020/CT Dated 31.07.2019.

After introduction of Odisha Value Added Tax, 2004, there has been a paradigm shift towards voluntary tax compliance. Simultaneously, over the last few years, CTD has taken a number of steps to introduce e-governance and a large number of activities/processes have been made online. This has created an opportunity for the CTD to redesign strategy and reengineer procedures leveraging on IT.

Under any tax system, including VAT, tax evasion and tax fraud practices exist. The level of non-compliance depends mainly on the probability of detection and severity of penalty. To ensure that Enforcement activities impact on tax evasion, IT systems should be used to increase the probability of detection. The Enforcement Wing, therefore, should reorient its activities and follow a strategy of intelligence and technology based tax collection and enforcement system which is both non intrusive and non-evasive.

The Enforcement Wing of the Commercial Tax Department is carrying out functions as delineated in Annexure-1. As is seen from the functions outlined, broadly, the enforcement wing carries information collection and analysis and Enforcement activities to detect tax evaders.

1. Information Collection and Analysis: Information is available from sources like informers, petitions, grievances, local inquiry, mobile checking and any other information gathered on one's own or from secondary sources which is

1. **Enforcement Activities.** Ideally, the way to increase probability of detecting and punishing tax evaders is to develop a strategy based on broad and swift audit (s/s 41 of the C&AT Act). The audit coverage should be as broad as possible and the probability of enforcing penalties on the defaulters should be high. Resources to inspection (s/s 71(a) of the C&AT Act) and search and seizure should be taken only on rare occasions. Such action should be based on substantive evidence of a large scale evasion or fraud. Success rate in such cases should be about 100 percent; otherwise, the credibility of tax administration is adversely affected. Officers not below the rank of Sales Tax Officer (the Enforcement Wing have been designated with powers to inspect the accounts and search of premises of any registered dealer with prior notice, or if considered necessary for the purpose of the act, make a surprise visit without prior notice. To ensure that surprise inspections to the dealer premises do not result in undue harassment for the dealers, the following procedures are to be strictly followed:

- (a) Before undertaking any surprise inspection of place of business or establishment of a registered dealer (s/s 71(a) of the C&AT Act) the CCT in charge of Enforcement Range shall intimate the Spt. CCT/Asst. CCT (Enforcement) through an online system. In cases where there is a reasonable apprehension that delay may lead to huge loss of revenue or disposal of stock in trade the intimation may be sent post facto within twenty four hours of the completion of such visit.
- (b) On completion of inspection, the officer conducting the inspection shall intimate the Spt. CCT/Asst. CCT (Enforcement) through an online system within 48 hours of such inspection the detailed reasons and basis for conducting inspection and prima facie findings including revenue suppression detected during the inspection along with details of the documents/accounts or materials if seized during inspection.

based on information available in VATIS, i.e. registration records of the dealers, returns, utilisation of way bills, statutory forms, information from other departments, history of previous tax compliance etc. To improve effectiveness, the following instructions should be adhered to:

- (a) The enforcement wing should be able to cross-check primary information with secondary sources of data, so that information on basis of which action is taken is credible and actionable. Training has been imparted on the same and it is expected that officers shall make efforts to familiarise themselves with the system and be able to do meaningful analysis of data available to identify risky dealers, evasion prone sectors and nexus operators of tax evasion in these areas. An online system based scrutiny module has also been developed and a large number of relevant reports are generated in VATIS, which should also be made use of.
- (b) An Economic Intelligence Unit (EIU) is being created at the CCT (C) for a more scientific and thorough analysis of data. The EIU will forward the information for further action by the field offices whenever required. It will also assist the field offices in analysis whenever such requests are made.
- (c) To institutionalise collection, analysis and coordinated action of information, the officers in charge of the Enforcement Ranges shall document information collected through own sources and share it with the head office in the form of monthly confidential report of one or two pages by sending the same to the Spt. CCT (Enforcement) which shall contain details about (a) major areas of evasion and evasion prone sectors (b) nexus operators of tax evaders (c) any information on specific dealers/transporters warehouses/godowns which may be suspicious. (d) any information which may have ramifications for other jurisdictions etc. The enforcement wing at the Head Office shall collect and analyse this information and provide feedback to the CCT. This Confidential report will be in addition to the transmission of information through existing RPR's.

(c) Sales Tax Officers in charge of Investigation Units shall similarly intimate the CCCT, Enforcement Range before conducting surprise inspection on registered dealers who in turn will intimate the same to the Spt. CCT/Asst. CCT (Enforcement). In this case, preliminary report shall be submitted both to the CCCT of the Enforcement Range and Spt CCT/Asst. CCT (Enforcement).

(d) The books of accounts if seized during inspection shall not be retained for more than three months for investigation without prior approval of the CCT. The report on inspection must be submitted within three months positively.

(e) provision is being made in VATIS sending information and submission of preliminary information online.]

(ii) The Enforcement wing should not work in a manner which is to the disadvantage of a registered dealer who is following the statutes and filing returns and paying taxes timely. A dealer/person carrying out fraudulent practices and not making tax payments due, not only cheats the exchequer but puts into the profits of a dealer who is following the law diligently, thus adversely affecting his viability. A system should be able to discourage honest and lawful behaviour. Therefore, Enforcement wing should focus its efforts on such unregistered dealers and fraudulent dealers so that there are strong disincentives for such practices. In general, in case of registered dealers with good track record, inspections by the Enforcement Wing should be avoided and information in such cases may be sent to the territorial circles for recommendation for regular audit after doing details scrutiny.

B. Coordination between different wings: There is a need for regular interaction between the territorial circles, Enforcement and the Vigilance Wing of the CTCI. To ensure the same the following procedures are to be followed:

(a) Every month the Spt. CCT (Enforcement) shall review work of the ranges based on the MPMs, the confidential monthly report and a preliminary reports of surprise inspections undertaken.

- (ii) A meeting should be convened once in 2 months by the JCCFs (Rangas), attended by enforcement officers and circle officers to coordinate and review activities and proceedings should be sent to Addl. CCT/Sgt. CCT (Enforcement) by the 15th of the succeeding month.
- (iii) A quarterly coordination meeting of the Enforcement Wing and Vigilance Wing will be taken by the CCT for general review of the work and coordination of activities between the three wings.


 Commissioner of Commercial Taxes,
 Odisha, Cuttack.

Memo No. 13328 CT Dated 12-04-13

Copy forwarded to Spt. CCT (Enforcement) All Addl. CCTs (Commercial), CCT (Vigilance) all DCCFs, in-charge of Enforcement Rangas/All officers in charge of investigation Unit/All JCCFs of Territorial Ranges for information and necessary action.


 Spt. Commissioner of Commercial Taxes
 (Enforcement)

Memo No. 13329 CT Dated 12-04-13

Copy to DCC ITI MASTER to provide online facility in the enforcement module in VITE within this month.


The President of the University of the Philippines
(Signature)

APPENDIX 3

FUNCTIONS OF ENFORCEMENT WING,

- (a) To co-ordinate, direct and control enforcement operations in the State.
- (b) To collect intelligence relating to fraudulent activities, under-bidding, under-declaration etc. through sources, including secret sources.
- (c) To examine the nature of fraudulent activities and make-spread of the activity and suggest measures for dealing with these more effectively.
- (d) To analyse and to disseminate intelligence to field functionaries by analysing the data available in IITIS.
- (e) To study and suggest remedies for plugging the loopholes in law and procedure to combat tax evasion.
- (f) To co-ordinate and share information with other State Government and Central Government agencies/departments.
- (g) To refer cases registered under VAT/CST/ST Acts to RDC which have revenue implication for other tax departments.
- (h) To detect secret and undeclared go-downs/showrooms maintained by unregistered dealers either in their own names or leased with a view to evade tax.
- (i) To detect unaccounted for stock in possession of dealers and levy penalty.
- (j) To detect cases of tax evasion relating to inter-state transactions including verification of C-Forms and fictitious branch transfer and sale through commission agents.
- (k) To carry out survey of unregistered dealers required to be compulsorily registered under the VAT/CST/ST Act.

(d) To invest capital in business including capital raised directly with the fund from its business;

(e) To support effective functioning of companies and other entities or bodies of persons and require periodic relevant updates;

(f) To carry out operations of general credit to fund its business;

(g) To invest capital directly, participation of its funds in other funds, or the like through its business;

(h) To keep records of operations for the existing funds of other funds;

(i) To direct other investing of funds that is made or being carried by a fund or any person on behalf of funds;

(j) To receive timely completion of assessment of the funds by other officers or reports submitted by enforcement or regulatory agency.

B. Department of Water Resources

***B.1. Notification on procedure for
permission/ allocation of water to Industrial,
Commercial & other establishments***

Government of Odisha
Department of Water Resources

No. 3017 /WR.,
Irr.-II-WRC-07/16

Date: 9/2/16

NOTIFICATION

Sub: Procedure for permission/ allocation of water to Industrial, Commercial & other establishments.

As per provision of Orissa Irrigation Act, 1959 and Orissa Irrigation Rules, 1961 (amended from time to time), water allocation from different rivers/ nallas is made to the Industrial, Commercial and other establishments. It has come to the notice of Government that the permission of allocation of water to the Industries, Commercial and other establishments is delayed due to examination at different levels. In order to overcome the above difficulties and keeping in view of the Ease of Doing Business in Make-in-India programme, Government after careful consideration, have been pleased to decide for permission/ allocation of water to Industrial, Commercial & other establishments as follows:-

01. Time to allocate construction water for Industrial purpose & process to be followed:-

As per Clause-4 (2) (e) of Orissa Irrigation (Amendment) Rules, 2010, the order for allocation of water to Industrial, Commercial & other establishments shall be communicated in writing to the applicant as far as practicable within a period of six months from the date of receipt of application. Sometimes before allocation of water for the Industrial purpose temporary permission is given for use of surface/ ground water for a period of six months for construction purpose. Generally the water requirement during construction purpose is less. In order to promote Ease of Doing Business in the State, the Government have been pleased to reduce the

P.T.O.

period for allocation of water for construction purpose within a period of 30 days. The process for temporary allocation of construction water to Industrial, Commercial & other establishments shall be as follows:-

- i. The applicant shall apply for temporary allocation of water in Form-‘J’ to the Principal Secretary to Government, DoWR along with necessary documents, processing fee and necessary security deposit drawn in favour of Principal Secretary to Government, DoWR. If temporary allocation is ground water, then he shall apply to Government in DoWR along with No Objection Certificate (NOC) from Central Ground Water Authority (CGWA) and recommendation of District Level Evaluation Committee (DLEC).

Simultaneously the applicant shall apply for permanent allocation of operational water in Form-‘J’ with all necessary documents required from suitable surface water source (after due field verification of river/ stream and its location of drawal) to the Government in DoWR.

The application for allocation of water shall be submitted in complete shape with all necessary documents as mentioned above. Incomplete application shall be summarily rejected and intimated to the applicant within 15 days from the receipt of the application.

- ii. Department of Water Resources shall send the application for temporary allocation of construction water to the Engineer-In-Chief, Water Resources for consideration within a period of 5 days.

P.T.O.

- iii. The Engineer-In-Chief, Water Resources after approval of Water Allocation Committee (WAC), shall return the application for temporary water supply with recommendation, either for allocation or for refusal to DoWR within a period of 15 days. If operational water is not available then temporary allocation of water shall be refused.
- iv. On receipt of recommendation, DoWR shall communicate in writing to the applicant for temporary allocation of construction water valid for a period of 6 (six) months within a period of 10 days.

02. Power to allocate construction & operation water for Industrial purpose up to 0.5 cusec:-

As per provision of Orissa Irrigation (Amendment) Rules, 2010, Government in DoWR is empowered for temporary & permanent allocation of water to the Industrial, Commercial & other establishments. After careful consideration Government have been pleased to delegate the power of allocation of water (temporary construction water & permanent operational water) up to 0.5 cusec to the Secretary, Department of Water Resources.

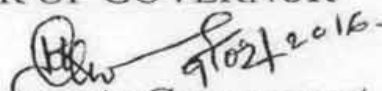
Any clarification regarding implementation of this Notification for allocation of water shall be issued by Government in Department of Water Resources.

This Notification shall come into force from its date of issue.

ORDER

Ordered that the Notification be published in the next issue of the Odisha Gazette.

BY ORDER OF GOVERNOR

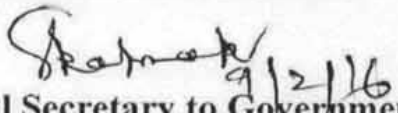

Principal Secretary to Government

P.T.O.

Memo No. 3018 //4// /WR., Dtd. 9/2/16 /

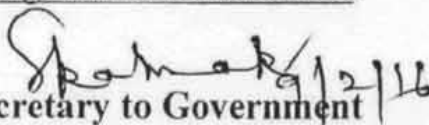
Copy forwarded to the Odisha Gazette Cell in Charge, Odisha Gazette Cell, C/o Commerce Department for information and necessary action

He is requested to publish the above Notification in the next issues of Odisha Gazette and supply 20 copies to this Department for Official use.


EIC-Cum- Special Secretary to Government

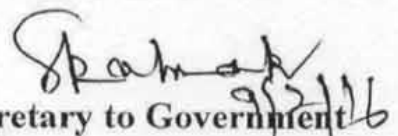
Memo No. 3019 /WR., Dtd. 9/2/16 /

Copy forwarded to the Head State Portal Group, IT Centre, Secretariat for hoisting in the Odisha Govt. Website www.odisha.gov.in/waterresources.


EIC-Cum- Special Secretary to Government


Memo No. 3020 /WR., Dtd. 9/2/16 /

Copy forwarded to the Director, Printing, Publication & Stationeries, Odisha, Cuttack for information and necessary action.


EIC-Cum- Special Secretary to Government

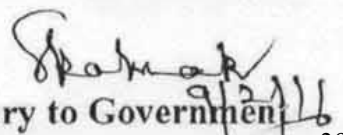
Memo No. 3021 /WR., Dtd. 9/2/16 /

Copy forwarded to Secretary to Governor/ Private Secretary to Chief Minister, Odisha/ Sr. PS to Chief Secretary, Odisha/ Sr. PS to Development Commissioner, Odisha/ Sr. PS to Additional Chief Secretary, Finance Department/ Sr. PS to Principal Secretary, Water Resources Department/ Sr. PS to Principal Secretary, Revenue & Disaster management Department for kind perusal of the Excellency the Governor of Odisha/ Hon'ble Chief Minister/ Chief Secretary, Odisha/ Development Commissioner, Odisha/ Additional Chief Secretary, Finance Department/ Principal Secretary, Water Resources Department/ Principal Secretary, Revenue & Disaster management respectively.


EIC-Cum- Special Secretary to Government

Memo No. 3022 /WR., Dtd. 9/2/16 /

Copy forwarded to the CMD, IDCO/ CMD, IPICOL/ All Revenue Divisional Commissioners/ All Collector & District Magistrates for information and necessary action.


EIC-Cum- Special Secretary to Government

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Memo No. 3023 /WR., Dtd. 9/2/16 /

Copy forwarded to the Planning & Co-Ordination Department/
Finance Department/ Revenue & Disaster Management Department/ Steel &
Mines Department/ Industries Department/ Energy Department for
information.


EIC-Cum- Special Secretary to Government

Memo No. 3024 /WR., Dtd. 9/2/16 /

Copy forwarded to the EIC, WR, Bhubaneswar/ the EIC, Planning &
Design, Water Resources/ All Chief Engineers, DoWR/ Chief Engineer &
Basin Managers, DoWR/ Chief Construction Engineers, DoWR/ All
Branches of DoWR/ 20 spare copies to Guard File for information and
necessary action.


EIC-Cum- Special Secretary to Government

B.2. Notification for Phasing of Industrial water allocation

**GOVERNMENT OF ODISHA
DEPARTMENT OF WATER RESOURCES**

No. 13233 WR,
Irr.-II-WRC-31/16

Date: 4/6/2016.

NOTIFICATION

Sub: Phasing/Re-phasing of industrial water allocation etc.

Government of Odisha is committed for rapid industrialisation which will increase opportunities of employment as well as increase in GDP of the State. As a part of its endeavor, industries are allowed to draw water from public sources – both surface and ground water for a certain period. During the period of construction industries are allowed to draw ground water on the basis of the recommendations of District Level Evaluation Committee (DLEC) under the chairmanship of Collector and on obtaining No Objection Certificate (NOC) from Central Ground Water Board (CGWB). For operation of the industries / plants similarly water is allocated to industries. It is a general practice that the first allocation of operational water is normally given for a period of 3 years during which period the industries are expected to start commercial production. However, due to various reasons, sometimes, beyond the control of industries the plants are not able to complete their construction and go to operation phase within this period. Besides, during the initial period of water allocation the entire quantity of allocated water is not drawn by industries in the initial phase. Further Government does not get any revenue on the unutilized quantity of water allocated to an industry. For considering revalidation or phasing or rephasing industrial water there is no uniform guidelines prescribed. The uniform guideline on allocation, revalidation and phasing/rephasing of allocated water was under active consideration of Government for some time. After careful consideration Government have been pleased to decide as follows:

1. Allocation period

- (a) The industries shall apply initially for allocation of water for both construction and operation purpose separately in Form-'J' to Department

of Water Resources enclosing all necessary documents indicating the period of construction and likely period in which operation of the industries/plants to start.

- (b) The sources of water for allocation during construction period, whether surface or ground water must be clearly mentioned in the application by industries proportionately.
- (c) If ground water is required for construction the recommendation of District Level Evaluation Committee (DLEC) and No Objection Certificate (NOC) from Central Ground Water Board (CGWB) must be obtained and attached to the application.
- (d) Construction water shall ordinarily be allocated for a period of six months. However, depending on construction status, the said period can be renewed on payment of appropriate charges as per rule.
- (e) For allocation of operational water the concerned industry shall apply to DoWR indicating quantity and allocation period along with recommendations of IPICOL/appropriate authority for consideration.
- (f) The initial allocation of water shall be for a period of 3 years for Micro, Small & Medium Enterprises (MSME) and 5 years for large industries.
- (g) On completion of the period, if any water that has not been used shall be de-allocated automatically. No further correspondence on de-allocation shall be considered unless request for extension/ revalidation is received in DoWR with supporting recommendation from IPICOL /SLSWCA prior to 3 months of expiry of the allocation.

2. Extension / Revalidation / Re-phasing

- (a) In case, the industry concerned needs the allocation of water to be revalidated or modified the request for the same shall be submitted to DoWR before 3 months' of expiry of the agreement as per rule along with necessary fees in the prescribed format duly recommended by IPICOL as per procedure mentioned above.

- (b) The maximum period of revalidation shall not exceed 2 years in case of MSME and 3 years in case of large industries based on the recommendations of IPICOL and / or SLSWCA.
- (c) During this period the industry shall utilise the allocated water. Ordinarily no extension of water allocation shall be entertained beyond this period excepting in case of exceptional circumstances where revalidation beyond the above maximum allowable period of 3+2 years for MSME and 5+3 years for large industries may be considered only on the basis of recommendations of SLSWCA.
- (d) During the extension period beyond the initial allocation period of 3 years for MSME and 5 years for large industries the concerned industry shall have to pay commitment charges as prescribed below.

3. Commitment charges:

During the period of allocation for operational water, the industries are expected to consume the full quantity of water allocated. However, if the industry is not able to consume full quantity of operational water shall have to pay commitment charge which is equivalent to 5% of the cost of unutilized water (Allocated quantity – quantity of water utilized) in addition to payment of usual water rate for quantity of water being utilized as per the rule. The date of levy of commitment charge shall be from the date of initial agreement for operational water.


Any clarification regarding this circular shall be issued by Government in DoWR.

The Resolution shall come into force from its date of issue.

ORDER

Ordered that the Resolution be published in the next issue of the Odisha Gazette.

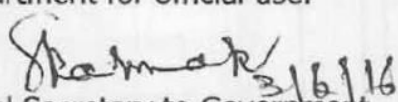
BY ORDER OF GOVERNOR


Principal Secretary to Government

Memo No. 13234 /WR, Date: 4/6/2016.

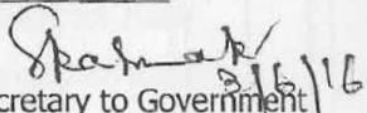
Copy forwarded to the Odisha Gazette Cell in charge, Odisha Gazette Cell, C/o Commerce Department for information and necessary action.

He is requested to publish the above Notification in the next issues of Odisha Gazette and supply 20 copies to this Department for official use.


EIC-cum-Special Secretary to Government

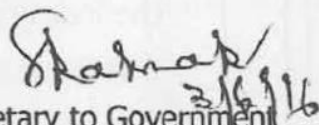
Memo No. 13235 /WR, Date: 4/6/2016.

Copy forwarded to the Head State Portal Group, IT Centre, Secretariat for hoisting in the Odisha Govt. Website- odisha.gov.in/waterresources.


EIC-cum-Special Secretary to Government

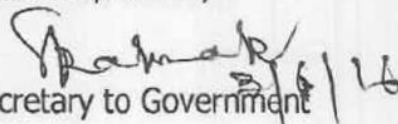
Memo No. 13236 /WR, Date: 4/6/2016.

Copy forwarded to the Director, Printing, Publication & Stationeries, Odisha, Cuttack for information and necessary action.


EIC-cum-Special Secretary to Government

Memo No. 13237 /WR, Date: 4/6/2016.

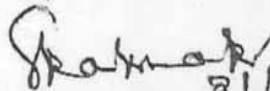
Copy forwarded to Secretary to Governor/ Private Secretary to Chief Minister, Odisha/ Sr. PS to Chief Secretary, Odisha/ Sr. PS to Development Commissioner, Odisha/ Sr. PS to Additional Chief Secretary, Finance Department/ Sr. PS to Principal Secretary, Water Resources Department/ Sr. PS to Principal Secretary, Revenue & Disaster Management Department for kind perusal of His Excellency the Governor of Odisha/ Hon'ble Chief Minister/ Chief Secretary, Odisha/ Development Commissioner, Odisha/ Additional Chief Secretary, Finance Department/ Principal Secretary, Water Resources Department/ Principal Secretary, Revenue & Disaster Management Department respectively.


EIC-cum-Special Secretary to Government

Memo No. 13238 /WR, Date: 4/6/2016.

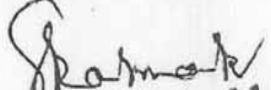
Copy forwarded to the CMD, IDCO/ CMD, IPICOL/All Revenue Divisional Commissioners/ All Collector & District Magistrates for information and necessary action.

As decided in the 60th State Level Single Window Clearance Authority (SLSWCA) meeting held on 23.02.2016 chaired by the Chief Secretary, Odisha, the Collector & District Magistrates shall ensure that all proposals for Ground Water allocation are disposed of by DLEC within 30 days of application by the Industries.


31/6/16
EIC-Cum- Special Secretary to Government

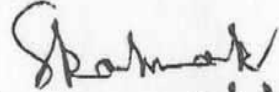
Memo No. 13239 /WR, Date: 4/6/2016

Copy forwarded to the Planning & Co-Ordination Department/ Finance Department/ Revenue & Disaster Management Department/ Steel & Mines Department/ Industries Department/ MSME Department/ Energy Department for information.


31/6/16
EIC-Cum- Special Secretary to Government

Memo No. 13240 /WR, Date: 4/6/2016

Copy forwarded to the EIC, WR, Bhubaneswar/ the EIC, Planning & Design, Water Resources/ All Chief Engineers, DoWR/ Chief Engineer & Basin Managers, DoWR/ Chief Construction Engineers, DoWR/ All Branches of DoWR/ 20 spare copies to Guard File for information and necessary action.


31/6/16
EIC-Cum- Special Secretary to Government

C. Energy Department

C.1. Notification for elimination of requirement of pollution control certificate and reduction of required documents to only 2 for new electricity connection application

**GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY**

NOTIFICATION

No. R&R-04/2015

5693 ,En,

Dated 29.06.2015

It has been the constant endeavour of the Government to provide energy to all household and to actualise this many scheme of the State Government as well as the Government of India has been launched. This has led to demand for more electricity connection to household, Small Scale Industries etc.


There was a system to provide electricity connection and it was felt that the system needs a relook to make it more consumer friendly and easily accessible. Added to that for the purpose of Single Window System under "Make-in-India" programme launched by Government of India and in order to attract the entrepreneurs for smooth Industrialisation and enable a time-bound electricity connection, it was felt necessary to simplify the process.

It is hereby clarified that Pollution Certificate is not a pre-requisite for such electrical connection and as such it is hereby notified that Pollution Certificate is not required for giving electricity connection at LT to Industries upto 200 KVA.

Further, it is hereby stated that for giving electricity connection to Industries, the applicant has to submit the following 2 nos. documents viz.

1. Application in Form No.2 prescribed by OERC.
2. Proof of ownership/occupancy and authorisation documents from the competent authority.

By Order of the Governor


Principal Secretary to Government.

**GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY**

CORRIGENDUM

No. R&R-04/2015 45 / En, dated 2/01/2015

In partial modification of this Department Notification No. 5693 dated 29.06.15 point 2 of para-4 of Energy Department of the said Notification may be read as "Proof of ownership of the premises or authorisation by the owner of the premises, where the Industry is being installed".

By order of the Governor


1.1.2016

(Rajesh Verma)

Principal Secretary to Govt.

Memo No. 46 , dated 2/01/2015

Copy forwarded to the Director Printing, Stationary & Publication, Odisha , Cuttack with request to publish the corrigendum in the next issue of Odisha Gazette with a reference to this Dept. memo No.5694 dt. 29.06.15.


1.1.2016
Additional Secretary to Govt.

Memo No. 47 , dated 2/01/2015

Copy forwarded to the PS to Hon'ble Minister, Energy/Principal P.S. to Principal Secretary to Govt., Department of Energy for kind information of Hon'ble Minister and Principal Secretary a reference to this Dept. memo No.5695 dt. 29.06.15.


Additional Secretary to Govt.

C.2. Notification for fixed costing based on load required

GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY

By Fax

No. R&R-04/15 4546 /En, dated 19/5/15

From

Sri S.C. Mahapatra, IAS,
Principal Secretary to Govt.

To

The CEO, CESU, Bhubaneswar/
Authorised Officers, SOUTHCO/WESCO/NESCO.

Sub- Action points on "Make-in-India".

Sir,

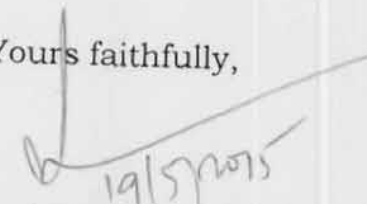
You are aware that Govt. of India is making a Platform wherein assessment framework on Ease of Doing Business under 'Make-in-India' programme has been taken up in big way.

Apropos, it has been decided to change certain guidelines to make the Ease of Doing Business much faster & user friendly pertaining to Energy Sector. Against this backdrop you will be happy to know that Govt. have been pleased to approve fixed cost amounting to Rs.6000/- per KVA on Contract demand if the new industry is coming up within the Industrial Estate/ Urban Area where infrastructure is available and Rs.11,300/- per KVA on Contract demand outside the Industrial Estate/ Urban Areas where infrastructure has to be created for giving power supply to New Industry. The rate is applicable for the year 2015-16 and to revise from time to time by DISCOMs.

Further, the timeline for LT connection will be 15 working days where Electrical Infrastructure is available and 30 working days where electrical infrastructure is to be created. The date will come into force only after receiving the application complete in all respect (application complete in all respect means all the dues i.e. fixed cost per KVA, Security Deposit has been cleared).

It is, therefore, requested to take necessary steps to adopt the same and issue instruction to your Field Officers accordingly.

Yours faithfully,


Principal Secretary to Govt.

C.3. Notification for Third party inspection of internal electric installations

JS(BU))

GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY

NOTIFICATION

No. 3223 /En, Dated 29/4/2016
RIR-04/2015

Whereas the Central Electricity Authority constituted under Section 70 of The Electricity Act, 2003, has in exercise of its power conferred under Sub-section 2 of Section 177 read with Section 53 of Electricity Act 2003 has framed Regulations providing for measures relating to Safety and Electricity Supply i.e. Central Electricity Authority (measures relating to Safety and Electric Supply) Regulations 2010 as amended by the Central Electricity Authority (measures relating to Safety and Electric Supply) Amendment Regulations, 2015 (hereinafter referred as 'CEA Regulations'); and

Whereas in terms of the provisions in Regulations 2, 5A, 30 and 43 of the CEA Regulations, the appropriate Government is empowered to notify the "Chartered Electrical Safety Engineer" and the "Notified Voltage" for the purpose of the CEA Regulations.

Now, therefore, in exercise of the powers conferred by Regulations 2, 5A, Sub-Regulations (2) to (5) of Regulation 30 and Sub-Regulations (1) and (2) of Regulation 43 of the CEA Regulations, the Government of Odisha hereby notifies, on and with effect from the date of publication of this Notification in the Official Gazette, that -

A. Notified Voltage

1. For the purpose of self- certification under Regulation 30 and 43 of the CEA Regulations, the notified voltage shall be the voltage level of 440 V.
Provided that it shall not be applicable in case the voltage level of 440 V and below is used in large public gathering or for the purpose of any public function/event and in that case the inspection and testing of the concerned electrical installation shall be carried out by the Electrical Inspector.
2. The owner of every electrical installation of the notified voltage and below shall get the installation inspected, tested and self-certified with the assistance of Chartered Electrical Safety Engineer before commencement of supply or recommencement after shutdown for six months and above as required by Regulation 43 of the CEA regulations. The owner shall have to submit the report of certification in the Form I or Form II, as the case may be, of Schedule IV to the Electrical Inspector. The distribution licensee may commence or recommence supply to such installation on the basis of such self-certification. The owner or supplier or consumer shall also have the option to get such installation inspected, tested and certified by the Electrical Inspector at his discretion.

B. Authorization of Chartered Electrical Safety Engineers


1. The Engineer-in-Chief (Electrical)-cum- Principal Chief Electrical Inspector, Odisha, Bhubaneswar shall identify the following category of persons to act as Chartered Electrical Safety Engineers in the State of Odisha :-

Graduates in Electrical Engineering who after obtaining their degree in Electrical Engineering have acquired at least 5 years' experience in installation, operation and maintenance of electrical installations as Electrical Engineers and have obtained their Supervisory Competency Certificates (MV, HT, EHT) from Electrical Licensing Board, Odisha.

2. The Engineer-in-Chief (Electrical) -cum- Principal Chief Electrical Inspector, Odisha, Bhubaneswar shall submit to the Government within a month from the date of issuance of this Notification, proposal for framing necessary Rules for the purpose of authorization of Chartered Electrical Safety Engineer as required under the CEA Regulations.

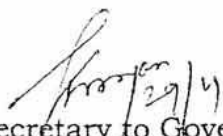
This Notification shall come into force on the date of its publication in the official Gazette.

By order of Governor


29.4.16
Principal Secretary to Government

Memo No. 3224 /En, dated 29/4/2016

Copy forwarded to the Director Printing, Stationary & Publication, Odisha, Cuttack/Commerce & Transport(Com.) Dept. with request to publish the Notification in the Extra Ordinary and send 100 copies thereof to this Department.


Additional Secretary to Government.


Memo No. 3225 /En, dated 29/4/2016

Copy forwarded to the Principal Secretary to Govt., Industries Department for information and necessary action.


Additional Secretary to Government.


Memo No. 3226 /En, dated 29/4/2016

Copy forwarded to the EIC(Elect.)-cum- PCEI(Odisha), Bhubaneswar/ Principal Chief Electrical Inspector, BBSR for circulation to all the Electrical Inspectors/ Asst. Electrical Inspectors and other officials under your control for taking necessary action.


Additional Secretary to Government.


Memo No. 3227 /En, dated 29/4/2016

Copy forwarded to the All Collectors for information and necessary action .


Additional Secretary to Government.

Memo No. 3228 /En, dated 29/4/2016

Copy forwarded to MD, OPGC , Bhubaneswar/ MD, OHPC, Bhubaneswar/ CEO, CESU, Bhubaneswar/ Authorised Officer, SOUTHCO, Berhampur/ Authorised Officer, NESCO, Balasore/ Authorised Officer, WESCO, Burla, Sambalpur for information and necessary action.


Additional Secretary to Government.

C.4. Notification for timelines of providing charged electricity connection

JSCB-11

GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY

NOTIFICATION

No. 1452 /dt. 18/2/16
R&R-04/2015



In supersession to all previous correspondence, it is to intimate that for effecting "Ease of doing business" the timeline for giving new service connection to L.T category is 15 days and that of H.T category is 30 days subject to availability of infrastructure for catering to the power supply. This is in line with Odisha Electricity Regulatory Commission Regulation-2004 clause No.13(5a, 5b, 5c).

This will have immediate effect for all purposes.

By order of Governor

Principal Secretary to Govt.

Memo No. 1453 /dt. 18/2/16

Copy forwarded to the Principal Secretary to Govt., Industry Department for kind information for information and necessary action.

Memo No. 1454 /dt. 18/2/16

Copy forwarded to the CMD, GRICO/OPTCL, Bhubaneswar/ MD, OPGC/ MD, OHPC for information and necessary action.

Memo No. 1455 /dt. 18/2/16

Copy forwarded to CEO, CESU, BBSR/ AOs, SOUTHCO/ WESCO & NESCO for information and necessary action.

Memo No. 1456 /dt. 18/2/16

Copy forwarded to the Director Printing, Stationary & Publication, Odisha, Cuttack with a request to publish the above notification in the next issue of the Odisha Gazette and furnish copies to this Department.

Additional Secretary to Govt.

C.5. Notification for timelines for obtaining charged electrical connections (up to 150 KVA) where no 'Right of Way' (RoW) is required) and where RoW is required from concerned agencies

GOVERNMENT OF ODHRA
DEPARTMENT OF ENERGY

NOTIFICATION

No. 7111 /Ex. In AS-9-17
R.A. 10287

In order to facilitate "Ease of Doing Business" in the State, Govt. has been pleased to prescribe the timeline for giving new service connection up to 120 KVA in 7 days where no Right of Way is required and 15 days where Right of Way is required. This is in line with sub-clause (d)(ii)(a) of Clause 11 of Odisha Electricity Regulatory Commission Distribution (Conditions of Supply) Code - 2016. All previous Notifications in this regard are hereby superseded in the extent specified above.

By Order of Governor



Minister cum Secretary to Govt.

No. 7112 /Ex. In AS-9-17

Cope forwarded to the Director Printing, Stationery & Publications, Odisha, Cuttack with a request to publish the above notification in the next issue of the Odisha gazette and furnish 50 copies to this Department.

No. 7113 /Ex. In AS-9-17

Special Secretary to Govt.

Cope forwarded to the Principal Secretary to Govt., Industries Department for kind information and necessary action.

Special Secretary to Govt.

No. 7114 /Ex. In AS-9-17

Cope forwarded to the CMD, OERDA/ OPCL, Bhubaneswar/ WL, OPCL/ CDD, OPCL for information and necessary action.

Special Secretary to Govt.

No. 7115 /Ex. In AS-9-17

Cope forwarded to CDD, CDD, Bhubaneswar/ Wn, BARTIC/ WBDO/ WBDO for information and necessary action.

Special Secretary to Govt.

C.6. Notification to allow third party inspection of internal installations and to ensure that majority of establishments avail this provision



GOVERNMENT OF ODISHA
DEPARTMENT OF ENERGY

15/7/2017
20/7/17

COVER SHEET NO. 5151
DATE 15/7/17

CAM

NOTIFICATION

MU/EL/MW/GOPT/5151/En, Dated, Bhubaneswar the 15/7/2017

15/6/17
T. S. R.

In exercise of the powers conferred by Regulation 2, Regulation 5(A), sub-regulations (2) to (5) of Regulation 30 and sub-regulation (1) & (2) of Regulation 43 of CEA (Amendment) relating to safety & Electric supply) Regulations 2010 and as per notification no. 3213, dated 29.04.2016, the Govt. of Odisha hereby notifies as & with effect from the date of publication of this notification in Official Gazette for the purpose of authorization of Chartered Electrical Safety Engineers for certification for the electrical installation of notified voltage level & below,

15/6/17
T. S. R.

Authorization:- (1) The eligible & qualified Electrical Engineers shall be authorized by the Engineer-in-Chief (Electricity-Cum-Principal Chief Electrical Inspector, Odisha as "Chartered Electrical Safety Engineers" for issuing the order of installation for self-certification of electrical installation below or equal to the notified voltage. They shall be issued with Chartered Electrical Safety Engineer Certificate (CESEC). Also, a list of authorized Chartered Electrical Safety Engineer shall be notified from time to time for information of supplier, owner & consumers of Odisha.

(2) No person shall be authorized under sub-clause (1) unless he is competent to perform the duties assigned to him and possesses appropriate certificate of competency.

(3) No person shall be deemed to be authorized under sub-clause (1) unless his name has been notified and entered in a list maintained by the Engineer-in-Chief (Electricity-Cum-Principal Chief Electrical Inspector, Odisha).

2. Qualification for Chartered Electrical Safety Engineer - No person shall be authorized to be a Chartered Electrical Safety Engineer, unless:-

- (d) proof of address such as Telephone bill or Electricity bill or Bank Passbook or Driving License or Aadhar Card or Pass-Port or an affidavit sworn before the Notary;
 - (e) copies of educational qualification and proof of Date of birth; and
 - (f) proof of work experience as required under this sub-clause (c) of clause 2.
- (2) **Time & Schedule.**— Application for the Chartered Electrical Safety Engineer shall be applied on such dates as notified by Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha from time to time on a yearly basis in the Odisha Gazette and local news papers.
- (3) **Grant of Application for Chartered Electrical Safety Engineer.**— Authorization of Chartered Electrical Safety Engineer shall be granted to a person approved by the Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha, subject to fulfillment of the conditions laid down below, namely:—
- (a) the applicant must be a citizen of India;
 - (b) the applicant must have all the qualification as desired under clause 2;
 - (c) application fees remitted as prescribed in the form of Treasury Electronic Challen; and
 - (d) submission of prescribed application form complete in all respects.
- (4) **Validity & Renewal of Authorization for Chartered Electrical Safety Engineer.**—
- (a) The authorization granted under this notification shall be valid for a period of 3 (three) years and shall be renewed periodically not exceeding 3 (three) years at a time till attaining the age of 60 years on submission of renewal application in format Form 'W', prescribed fees in shape of e-challen in favour of SE-Cum-Secretary, ELBO, Odisha under head "0043-00-002-0034-01001-000" and 3 (three) recent passport size colour photographs with white background showing complete face of the applicant.
 - (b) The application for renewal in the prescribed format together with the Chartered Electrical Safety Engineer certificate shall be submitted, 30 (thirty) days before the expiry but not before 60 (sixty) days.
 - (c) After expiry of the renewal period the desirous applicants shall have to apply afresh.
 - (d) **Fees Structure.**—

(a) he possesses a degree in Electrical Engineering or its equivalent from any college or institution recognized by State Government or approved by AICTE;

(b) he possesses a valid Supervisor Certificate of Competency (SCC (MV) or SCC (HT) or SCC (DHT)) from Electrical Licensing Board, Odisha;

(c) he must have acquired at least 5 years of experience in construction, operation and maintenance of electrical installation upto notified voltage or above in Electrical Engineering field. For the purpose of experience, a certificate from the employer, under whom he worked for such period, describing the nature of work done shall be furnished;

provided that, in case of a person working under an industry, the experience certificate describing the nature of work is to be obtained from the higher technical authority not below the rank of Superintending Engineer or General Manager; and

(d) he shall not be a whole time employee or consultant of any company or firm or Government or PSUs. However, an employee or consultant can be authorized as a Chartered Electrical Safety Engineer for the internal installations of his own company or firm or Government or PSU etc.

3. Procedure for Authorization of Chartered Electrical Safety Engineer (CESSE).— (1) Application.— On notification, an application along with required fees in shape of online electronic treasury challan (e-challan) under the head "0043-00-102-0000-01001-000" for issuance of Chartered Electrical Safety Engineer certificate, shall be made to the SE-Cum-Secretary, ELBO, Odisha in prescribed format in Form 'A' within the dates notified;

Provided that, every application form for Chartered Electrical Safety Engineer shall be accompanied by the followings self attested documents,—

- (a) specimen signature and three recent passport size colour photographs with white background showing complete face of the applicant;
- (b) photocopy of PAN card;
- (c) any of the photo identity proof of the applicant such as Passport, Voter identity-card, Driving License & Ration Card;

- | | | |
|------------------------------------|---|-----------|
| (i) Application fees | - | Rs.500/- |
| (ii) Endorsement fees (first time) | - | Rs.5000/- |
| (iii) Renewal fees | - | Rs.5000/- |

4. Self-certification Report.— Every electrical installation of notified voltage and below shall be inspected, tested and self certified by the owner of the installation with assistance of Chartered Electrical Safety Engineer before commencement of supply or recommencement after shutdown for six months and above as required by regulation 43 of the CEA Regulations. The owner shall have to submit the report of self certification in the Form-I or Form- II, as the case may be, of schedule IV of CEA Regulations to the Electrical Inspector. The distribution licensee may commence or recommence supply to such installation on the basis of such self certification. The supplier or owner or consumer with assistance of Chartered Electrical Safety Engineer shall self certify the Electrical installations once in a year as mentioned in Orissa Gazette No. 13 dtd. 29-05-2002 as required under regulation 30 of the CEA Regulations.

5. Obligation of authorized Chartered Electrical Safety Engineer.— Every person, who is authorized as chartered Electrical Safety Engineer,—

- (1) shall function as per the Act, CEA Regulations & Electrical Licensing Board Regulation, Odisha, 2014;
- (2) shall not be in multiple employment / providing consultancy in any firm or company or State Government or State owned public sector or Central Government or Central PSUs or distribution licensee;
- (3) shall not assist for any installations other than for which he has been authorized; and
- (4) shall intimate to SE-Cum-Secretary, ELBO in writing within the period specified below as to every change of the following for updating the data, namely:—
 - (a) present address within seven days of change;
 - (b) mobile number within seven days; and

to E-mail address:

Provided that, the levy of fees towards assistance of Chartered Electrical Safety Engineer to the owner for the purpose of testing, inspection and self certification of the Electrical Installation shall not be more than that of the prescribed fee structure as stipulated in Government Notification No.214810 dtd.28.12.2001 published in Orlase Gazette No.13, 25th March 2002.

6. Penalty for breach.— (7) Whenever it appears that any authorized Chartered Electrical Safety Engineer,—

- (a) has violated any provisions of this notification or Act or CEA Regulation 2010 or EUBO Regulation;
- (b) has played fraud or misrepresented to any authority, organization or to any person with regard to authorization;
- (c) has misbehaved with any officer or officials or has been convicted by a court of law; and
- (d) has wrongly submitted any self certification report to any authority

(2) The Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha may suspend authorization pending enquiry in to alleged contravention of any of the Act / Rules / Regulations for a period which may be upto six months. Such an order may be passed by the Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha, if he is prima facie of the view that the Chartered Electrical Safety Engineer is guilty of an offence.

(3) The Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha may order for an enquiry to be conducted by an officer of Electrical Inspectorate not below the rank of Deputy Electrical Inspector. Based on the enquiry report the Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha may cancel the authorization for a minimum period of 3 (Three) years or revoke the suspension.

Provided that, no authorization shall be cancelled, except after giving the Chartered Electrical Safety Engineer, an opportunity for self defence.

(4) Where the authorization is suspended or cancelled, the Chartered Electrical Safety Engineer shall not be eligible to carry out any certification work until the suspension or cancellation is revoked by a separate order as per the decision of Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha or Department of Energy, Government of Odisha.

(5) Further, to revoke such suspension or cancellation, he shall make a representation to the Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha enclosing the enquiry report. The Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha may revoke the suspension or cancellation of authorization.

T. Appeals - Any person aggrieved by the order of Engineer-in-Chief (Electricity)-Cum-Principal Chief Electrical Inspector, Odisha, may appeal to Department of Energy, Government of Odisha within a period of thirty days from the date of issue of the order. Decision of the Government in this regard shall be final and binding on all concerned.

By Order of the Governor

Commissioner Cum-Secretary to Government

Memo No. 5152 / Dated, the 15/7/17

Copy forwarded to the Deputy Director of Printing Stationery and Publication, Secretariat Branch Press, Unit-III, Bhubaneswar for publication of the Notification (statutory) in the next issue of the Extra-Ordinary Odisha Gazette and supply 100 copies of the Notification to this Department.

(Signature)
(Bijay Kumar Dehura)
F.A.-cum-Add. Secretary to Government
15/7/2017

Memo No. 5153 / Dated, the 15/7/17

Copy forwarded to all Departments of Govt. / All Heads of Department for information and necessary action.

(Signature)
(Bijay Kumar Dehura)
F.A.-cum-Add. Secretary to Government
15/7/2017

Memo No. 5154 / Dated, the 15/7/17

Copy forwarded to Finance Department / A.O. (A&E), Odisha for information and necessary action.

(Signature)
(Bijay Kumar Dehura)
F.A.-cum-Add. Secretary to Government
15/7/2017

Memo No. 5155 / Dated, the 15/7/17

Copy forwarded to Engineer-in-Chief, Electricity-cum-Principal Chief Electrical Inspector, Odisha, Bhubaneswar for information and necessary action. He is requested to upload the Notification in his own Departmental Website Portal.

(Signature)
(Bijay Kumar Dehura)
F.A.-cum-Add. Secretary to Government
15/7/2017

Memo No. 5156 / Dated, the 15/7/17

Copy forwarded to Chief Engineer-cum-Chief Electrical Inspector, Central Zone, Bhubaneswar / Chief Engineer-cum-Chief Electrical Inspector, Western Zone, Bhubaneswar / Chief Engineer-cum-Chief Electrical Inspector, North Eastern Zone, Bhubaneswar / Chief Engineer-cum-Chief Electrical Inspector, Southern Zone, Bhubaneswar / Superintending Engineer-cum-Secretary, Electrical Licensing Board, Bhubaneswar for information and necessary action.

(Signature)
(Bijay Kumar Dehura)
F.A.-cum-Add. Secretary to Government
15/7/2017

Memo No. 5157 / Dated, the 15/7/17

Copy forwarded to Joint Apprenticeship Address, OGO Directorate of Technical Education & Training, Odisha / (MOS, NTA/TS, Bhubaneswar / Director Mines Safety (Elect), OGO-Da Director General Mines, 2nd Floor, B-1-2 Building (Old), CMPO Campus, Kanka Road, Ranchi, Jharkhand for information and necessary action.

[Signature]
F.A. cum Add. Secretary to Government
15/7/17

Memo No. 5158 / Dated, the 15/7/17

Copy forwarded to Chairman-cum-Managing Director, GHCCO/PTCL, Bhubaneswar / CMD, OHPC, Bhubaneswar / M.D., OPFC, Bhubaneswar / Chief Executive Officer, CESC, Bhubaneswar / Authorized Officer, WESCO, Corporate Office, AdP-3, Buda, Dist. Sambalpur / Authorized Officer, NESCO, Corporate Office, AdP-3, Jangpali, Dist. Balasore / Authorized Officer, SOUTHCO, Corporate Office, AdP-3, Conspira Square, Bhubaneswar / Dist. Ganjam for information and necessary action.

[Signature]
F.A. cum Add. Secretary to Government
15/7/17

Memo No. 5159 / Dated, the 15/7/17

Copy forwarded to the Union Chamber of Commerce, Bhubaneswar / Council, Electrical Contractors Association, Odisha, Bhubaneswar for information and necessary action.

[Signature]
F.A. cum Add. Secretary to Government
15/7/17

**GOVERNMENT OF ODISHA
INDUSTRIES DEPARTMENT**

File No. IND-MSC-CORP-0815-2017 Letter No. 5307 A, Dtd. 22/7/17

Copy of letter No. 5151, Dated 15.07.2017 along with its enclosure received from Department of Energy forwarded to CE Section and all OGOs under this Department for their information and necessary action.

[Signature]
Under Secretary to Government

[Handwritten initials]

D. General

Administration

Department

D.1. Notification for addition of timelines for processing of applications to setup industries under Odisha Right to Public Services Act

Government of Odisha
General Administration Department

No.: GAD-AR-DRF-0181-2014(Pt-I) / **15005** /AR, Bhubaneswar, dated the **22 June 2015**

NOTIFICATION

In exercise of the powers conferred by Section 3 read with Sections 5 and 6 the Odisha Right to Public Services Act, 2012 (Odisha Act 8 of 2012) the State Government do hereby declare the services as given in column (1) of the Schedule given below to be provided to the eligible persons within the specified time limit as specified against each such services in column (2) thereof by the Designated Officers as in column (3) for the purposes of the said Act and also notify the Appellate and Revisional Authority respectively in columns (4) and (5) of the said Schedule for passing of orders if any under the provisions of the said Act whenever an application to preferred to them.

After Serial Number 14, the following Serial Numbers and the Departments along with necessary entries thereof for each such Department shall be added to the Notification of the Government of Odisha in the General Administration (Administrative Reforms) Department No. 30-GAD., dated the 1st January, 2013, No. 8826-GAD., dated the 30th March, 2013, No. 17566-GAD, dated 26.06.2013, No. 33483-GAD, dated 16.12.2014 and Notification for amendment of the Government of Odisha in the General Administration (Administrative Reforms) Department No. 8824-GAD., dated the 30th March, 2013 and No.25342-GAD,dated 6th September,2013, namely:—

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
15. INDUSTRIES DEPARTMENT					
LAND ALLOTMENT WITHIN IDCO ESTATES (OUTSIDE BMC AREA)					
90.	Allotment letter after receipt of Land Allotment Committee (LAC) approval.	30 days	Concerned Divisional Head	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
91.	Execution of agreement subject to compliance of terms and conditions of allotment after receipt of land cost.	15 days	Concerned Divisional Head	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
92.	Issue of possession certificate after receipt of land cost	15 days	Concerned Divisional Head	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
LAND ALLOTMENT WITHIN IDCO ESTATES (WITHIN BMC AREA)					
93.	Allotment Letter after receipt of approval from High Level Clearance Committee (HLCC)	30 days	CGM (MSME)	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
94.	Execution of agreement subject to compliance of terms and conditions of allotment after receipt of land cost	15 days	Concerned Divisional Head	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
95.	Issue of possession certificate after receipt of land cost	15 days	Concerned Divisional Head	Chairman-cum-Managing Director, IDCO	Principal Secretary, Industries Department
16. MICRO, SMALL & MEDIUM ENTERPRISES DEPARTMENT					
A. DIRECTORATE OF INDUSTRIES, ODISHA, CUTTACK:					
96.	Acknowledgement of Entrepreneurs Memorandum Part I	24 working hrs.	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
97.	Acknowledgement of Entrepreneurs Memorandum Part II	48 working hrs.	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
98.	Recommendation for exemption of premium for	60 days	General Manager, Regional Industries Centre	Director of Industries	Secretary, MSME Department

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	conversion of land for MSMEs		(RIC) /District Industries Centre (DIC)		
Administration of incentives (IPR,2007 & MSMED Policy,2009)					
99.	Sanction of capital investment subsidy under National Mission on Food Processing(NMFP)/ Odisha Food Processing Policies (OFPP) MSME development policy for Micro Enterprises	60 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
100.	Sanction of capital investment subsidy under National Mission on Food Processing (NMFP)/ Odisha Food Processing Policies (OFPP)/ MSME development policy for Small Enterprises)	90 days	Joint Director of Industries/ Addl. Director of Industries	Director of Industries	Secretary, MSME Department
101.	Recommendation for Exemption of Stamp Duty	7 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
102.	Sanction of assistance for Patent & IPR (Industrial Policy Resolution)	30 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
103.	Sanction of assistance for Technical know-how	30 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
104.	Sanction of assistance for quality Certification	30 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
105.	Recommendation for Electricity Duty (ED) Exemption on Power Supply for micro,	30 days	General Manager, Regional Industries Centre (RIC) /District	Director of Industries	Secretary, MSME Department

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	small, medium & large enterprises (up to 110 KVA)		Industries Centre (DIC)		
106.	Recommendation for Electricity Duty (ED) Exemption on Power Supply for Thrust/Deemed Trust/Pioneer/Large up to 5 MW)	30 days	Joint Director of Industries/ Addl. Director of Industries	Director of Industries	Secretary, MSME Department
107.	Recommendation for Electricity Duty (ED) Exemption on Captive Power Plant (CPP) (for Thrust/Deemed Trust/Pioneer/Large)	30 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
108.	Recommendation for ED Exemption on CPP (for Thrust/Deemed Trust/Pioneer/Large)	30 days	Joint Director of Industries/ Additional Director of Industries	Director of Industries	Secretary, MSME Department
109.	Recommendation for Entry Tax Exemption on Plant & M/c & Raw materials(Micro & Small Enterprises)	15 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
110.	Issue of VAT Exemption Certificate on Khadi, Village, Cottage & Handicraft	30 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
111.	Sanction towards reimbursement VAT(MSME)	30 days	General Manager RIC/DIC	Director of Industries	Secretary, MSME Department
112.	Sanction of Interest Subsidy Micro & Small Enterprise/PMEGP	15 days	General Manager, Regional Industries Centre (RIC) /District Industries Centre (DIC)	Director of Industries	Secretary, MSME Department
113.	Sanction of Interest Subsidy Thrust Sector	15 days	Joint Director of Industries/ Additional Director of Industries	Director of Industries	Secretary, MSME Department
B. DIRECTORATE OF EXPORT PROMOTION & MARKETING (EPM), Bhubaneswar					
114.	Issue of EPM Registration	48 working hrs.	Joint Director, EPM	Director, EPM	Secretary, MSME

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	Certificate.				Department
	115. Issue of Rate Contract Certificate	60 days	Joint Director, EPM	Director, EPM	Secretary, MSME Department
	116. Issue of Test Report	15 days	Joint Director (Inspection)	Director, EPM	Secretary, MSME Department
	117. Export related Assistance	30 days	Deputy Director (Marketing)	Director, EPM	Secretary, MSME Department
C. ODISHA KHADI & VILLAGE INDUSTRIES (OK & VI) BOARD, Bhubaneswar					
	118. Recommendation for Issue of Khadi Industries Certificate	30 days	Deputy Secretary, OK&VIB	Secretary, OK&VIB	Secretary, MSME Department
	119. Release of Rebate claims	90 days	Senior Assistant Directorate of Industries Posted at OK & VI Board	Additional Director-cum - Ex. officio, Secretary, OK&VIB	Director of Industries.
D. ODISHA SMALL INDUSTRIES CORPORATION (OSIC), Cuttack					
	120. Supply of raw materials to the units	60 days	DGM(C), OSIC	MD, OSIC	Secretary, MSME Department
	121. Supply of materials to the various firms through consortium marketing	60 days	DGM(Marketing), OSIC	MD, OSIC	Secretary, MSME Department
E. ODISHA STATE FINANCIAL CORPORATION (OSFC), Cuttack					
	122. Sanction of loan	90 days	Heads of Department (HoD) Credit Department(CD)	MD, OSFC/DGM, OSFC	Chairman, OSFC
	123. Issue of No Dues Certificate	15 days	Branch Manager	MD, OSFC/ HoD, Financial Account Department(FAD)	Chairman, OSFC
	124. One time settlement	90 days	Branch Manager	MD, OSFC/HoD, Recovery Division (RD)	Chairman, OSFC
17. COMMERCE AND TRANSPORT (TRANSPORT) DEPARTTMENT					
	125. Issue of Conductor License	7 days	MVI/ Addl. RTO/RTO	RTO/Sub-Collector	Collector-cum-Chairman, RTA
	126. Renewal of Conductor License	7 days	MVI/ Addl. RTO/RTO	RTO/Sub-Collector	Collector-cum-Chairman, RTA
	127. Change of Address in Conductor License	7 days	MVI/ Addl. RTO/RTO	RTO/Sub-Collector	Collector-cum-Chairman, RTA
	128. Issue of Duplicate	7 days	MVI/ Addl.	RTO/Sub-Collector	Collector-cum-

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	Conductor License		RTO/RTO		Chairman, RTA
129.	Grant Renewal of Conductor License	7 days	MVI/ Addl. RTO/RTO	RTO/Sub-Collector	Collector-cum-Chairman, STA
130.	Issue of Duplicate Registration Certificate(RC)	7 days	MVI/Addl. RTO/ RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
131.	Issue of certified copy of Registration Certificate (RC)	2 days	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
132.	Cancellation of Registration Certificate (RC)	30 days after physical inspection of vehicle	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
133.	Change of Address in the Registration Certificate (RC) card	7 days	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
134.	Change of Address in Driving License	7 days	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
135.	Issue of certified copy of Driving License (DL)	2 days	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
136.	Issue of License to Driving Training School	45 days	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
137.	Renewal of License to Driving Training School	15 days after physical verification of the Institute	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
138.	Transfer of ownership of vehicle on succession after death of owner	7 days from the date of filing required documents & appearing before RTO	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
139.	Transfer of ownership of Vehicle purchased on auction	7 days from date of filing required document & after appearing before RTO	MVI/Addl. RTO/RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
140.	Cancellation of Hypothecation	7 days from the date of	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman,

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	Agreement	filing required document & after verification from financier			RTA.
141.	Issue of certified copy of Route permit	2 days	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
142.	Renewal of Registration Certificate (RC) of Non Transport Vehicles	7 days from Production of vehicle for inspection	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
143.	Addition of New Vehicle Class to an existing Driving License	5 days after passing the test	MVI/Addl. RTO / RTO	RTO/Sub-Collector	Collector- Cum-Chairman, RTA.
18. LABOUR AND ESI DEPARTMENT					
LABOUR COMMISSIONER, ODISHA					
144.	Registration under Odisha Shop and Commercial Establishment Act, 1956	15 days	District Labour Officer/ Assistant Labour Officer.	Assistant Labour Commissioner	Deputy Labour Commissioner
145.	Renewal of Registration under Odisha Shop and Commercial Establishment Act, 1956	15 days	District Labour Officer/ Assistant Labour Officer.	Assistant Labour Commissioner	Deputy Labour Commissioner
146.	The Motor Transport Workers Act, 1961 i) Registration ii) Renewal (annual)	15 days	Dist. Labour Officer	Asst. Labour Commissioner	Deputy Labour Commissioner
147.	The Beedi & Cigar Workers Act, 1966 i) License ii) Renewal (annual)	15 days	Dist. Labour Officer	Asst. Labour Commissioner	Deputy Labour Commissioner
148.	Contract Labour (R&A) Act, 1970 i) Registration (one time) ii) License iii) Renewal (annual)	15 days	Dist. Labour Officer	Asst. Labour Commissioner	Deputy Labour Commissioner
149.	Inter State Migrant Workmen Act, 1979 i) Registration (one time) ii) License	15 days	Dist. Labour Officer	Asst. Labour Commissioner	Deputy Labour Commissioner

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	iii) Renewal of License				
150.	Building & Other Construction Workers (RE&CS) Act, 1996 i) Registration of Establishment	15 days	Dist. Labour Officer	Asst. Labour Commissioner	Deputy Labour Commissioner
151.	Industrial Employment Standing Order Act, 1946	45 days	Deputy Labour Commissioner	Joint Labour Commissioner	Labour Commissioner
DIRECTORATE OF FACTORIES & BOILERS (F & B), ODISHA					
152.	Approval of factory plans (Non hazardous factories)	30 days	Assistant Director, F&B	Joint Director, F&B	Director, F&B
153.	Approval of factory plans (hazardous factories)	60 days	Assistant Director, F&B	Joint Director, F&B	Director, F&B
154.	Approval of factory plans (Major Accident harzard factory)	90 days	Assistant Director, F&B	Joint Director, F&B	Director, F&B
155.	Registration and licensing of Factories	30 days	Assistant Director, F&B	Joint Director, F&B	Director, F&B
156.	Renewal/ Amendment/ Transfer of Factory License	30 days	Section Officer	Joint Director, F&B	Director, F&B
157.	Issue of Duplicate License	30 days	Section Officer	Joint Director, F&B	Director, F&B
158.	Inspection of Boilers and issue of provisional order to operate	15 days	Zonal Assistant Director, F&B	Divisional Deputy Director, F&B	Director, F&B
159.	Approval of repair order of boilers	15 days	Section Officer	Joint Director, F&B	Director, F&B
160.	Approval of Drawings of Steam Pipeline	30 days	Assistant Director, F&B	Joint Director, F&B	Director, F&B
161.	Registration of Boilers	30 days	Assistant Director, F&B	Divisional Deputy Director, F&B	Director, F&B
162.	Endorsement of Certificates of Boiler Operation Engineers, Boiler Attendants and Welders issued by other states.	15 days	Section Officer	Secretary of Respective Board (Assistant Director, F&B/ Deputy Director, F&B)	Chairman (Director, F&B)
163.	Revalidation of Welders' certificates	15 days	Section Officer	Deputy Director, F&B	Director, F&B

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
19. SCHEDULED TRIBES AND SCHEDULED CASTES DEVELOPMENT DEPARTMENT, MINORITIES AND BACKWARD CLASSES WELFARE GOVERNMENT OF ODISHA					
	164. Payment of cash incentive to couples for inter-caste Marriage as defined in Resolution No. 21332 HTW dt. 26.6.1980 subject to revision from time to time	60 days from receipt of application with requisite document from the Couple subject to availability of allotment of funds with the disbursing authority	District Welfare Officer (DWO) of the concerned district	Collector of the concerned district	Commissioner-cum- Secretary, ST&SC Dev. Department
20. PANCHAYATI RAJ DEPARTMENT					
	165. Finalisation of work bill	30 Days (From the date of completion of the work)	BDO(Block Level) District Panchayat Officer/ PD, DRDA (District Level (As the case may be) Dy.Secy / Jt. Secy. (State Level)	Collector(Block Level) Director, Panchayati Raj (District Level (As the case may be) Collector(State Level)	Collector(Block Level) Director, Panchayati Raj (District Level (As the case may be) Commissioner-cum-Secretary (State Level)
	166. Issue of Trading License for trading of Minor Forest Produce	7days (By the Grama Panchayat)	Sarpanch (Block Level)	District Panchayat Officer (Block Level)	Collector (Block Level)
21. WORKS DEPARTMENT					
	167. Fair Rent Calculation.	30 days	Executive Engineer	Superintending Engineer.	Engineer in Chief (EIC) (C) Odisha.
22. FINANCE DEPARTMENT					
	168. Disposal of application for registration for registration under Odisha Entry Tax Act, 1999	30 days	Commercial Tax officers/ Asst. Commissioner of Commercial Taxes/ Deputy Commissioner of Commercial taxes in charge of Circle & Assessment Units	Joint Commissioner of Commercial taxes in charge of Ranges	Additional Commissioner of Commercial Taxes (Zonal)
	169. Disposal of application for registration for No Deduction Certificate	15 days	Commercial Tax officers/ Asst. Commissioner of Commercial	Joint Commissioner of Commercial taxes in charge of	Additional Commissioner of Commercial Taxes (Zonal)

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	under Odisha Value Added tax Act, 2004		Taxes/ Deputy Commissioner of Commercial taxes in charge of Circle & Assessment Units	Ranges	
	170. Disposal of application for registration for Clearance Certificate under Odisha Value Added tax Act, 2004	7 days	Commercial Tax officers/ Asst. Commissioner of Commercial Taxes/ Deputy Commissioner of Commercial taxes in charge of Circle & Assessment Units	Joint Commissioner of Commercial taxes in charge of Ranges	Additional Commissioner of Commercial Taxes (Zonal)
	171. Disposal of requisition for 'El' Form under Central Sales Tax Act, 1956	3 days	Commercial Tax officers/ Asst. Commissioner of Commercial Taxes/ Deputy Commissioner of Commercial taxes in charge of Circle & Assessment Units	Joint Commissioner of Commercial taxes in charge of Ranges	Additional Commercial of Commercial Taxes (Zonal)
	172. Disposal of requisition for 'El' Form under Central Sales Tax Act, 1956	3 days	Commercial Tax officers/ Asst. Commissioner of Commercial Taxes/ Deputy Commissioner of Commercial taxes in charge of Circle & Assessment Units	Joint Commissioner of Commercial taxes in charge of Ranges	Additional Commercial of Commercial Taxes (Zonal)
23. EXCISE DEPARTMENT					
A. GRANT OF LICENSE					
	173. To process the proposal for grant of liquor license at District Level	60 days	Superintendent of Excise/ Collector of the District	Excise Commissioner	Principal Secretary / Secretary
	174. Recommendation of the Excise Commissioner for Grant of Liquor License at Commissioner's Level	30 days	Excise Commissioner	Principal Secretary/ Secretary	Hon'ble Minister

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
24. HOME DEPARTMENT					
175.	Issue of Ex-servicemen/ Widow Identity Cards	1 day	Secretary, respective Zilla Sainik Boards (ZSB)	Secretary, Rajya Sainik Board, Odisha (RSB)	Special Secretary, Home Deptt
176.	Registration of Ex-servicemen	1 day	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
177.	Issue of Bonafide Certificate for admission of children in various Educational Institutions	1 day	Secretary, respective ZSBs/RSB	Secretary, RSB	Special Secretary, Home Deptt
178.	Registration for Employment of ESM.	1 day	Secretary, ZSBs	Secretary, RSB	Special Secretary, Home Deptt
179.	Issue of Bonafide certificate for exemption of holding Tax	1 day	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
180.	Processing of application for death benefits such as AGI, Funeral grant etc.	2 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
181.	Processing of application for children education allowance for MoD.	7 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
182.	Processing of application for Scholarship for Amalgamated Fund.	7 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
183.	Processing of application for PM's scholarship from, MoD	7 days	Secretary, RSB	Special Secretary, Home Department	Special Secretary, Home Deptt
184.	Processing of application for various financial assistance from Kendriya Sainik Board, MoD	15 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
185.	Processing of application for sanction of 2nd World War Veteran Pension.	30 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt
186.	Processing of application for various financial	7 days	Secretary, respective ZSBs	Secretary, RSB	Special Secretary, Home Deptt

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	assistance from Amalgamated Fund				
	187. Physical verification for change of address of serving personnel	15 days	Secretary, respective ZSBs	Secretary, KB	Special Secretary, Home Deptt
	188. Redressal of grievances of serving/ESM	7 days	Secretary, respective ZSBs	Secretary, KB	Special Secretary, Home Deptt
	189. Processing of grievance/ Petition of ESM/ Widows to concerned civil authorities.	7 days	Secretary, respective ZSBs	Secretary, KB	Special Secretary, Home Deptt
	190. NOC for Crackers License	7 days	OIC of Fire station	Asst. Fire Officer of the District Fire Station.	Range Fire Officer
25. FISHERIES AND ANIMAL RESOURCES DEVELOPMENT DEPARTMENT, GOVERNMENT OF ODISHA					
1. Sponsoring of proposal under Motorisation of traditional craft					
	191. Forwarding of proposal by Asst. Fisheries Officer to Addl. Fisheries Officer after Verification	15 days	Addl. Fisheries Officer, Marine, Kujanga, Balasore, Puri, Ganjam	Addl. Fisheries Officer, Marine (Directorate of Fisheries, Odisha, Cuttack)	Jt. Director of Fisheries (Coastal) Directorate of Fisheries, Odisha, Cuttack
	192. Sponsoring of proposal by Addl. Fisheries Officer to Banks subject to availability of subsidy	15 days	Addl. Fisheries Officer, Marine, Kujanga, Balasore, Puri, Ganjam	Addl. Fisheries Officer, Marine (Directorate of Fisheries, Odisha, Cuttack)	Jt. Director of Fisheries (Coastal) Directorate of Fisheries, Odisha, Cuttack
2. Development of Inland Fisheries Through FFDA &BFDA					
	193. Sponsoring of proposal to District Office by the Assistant FO	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	194. Sponsoring of proposal by District Office to bank	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	195. Submission of Utilisation certificate by AFO after	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland)

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	completion of the Project				Directorate of Fisheries, Odisha, Cuttack
	196. Release of subsidy after receipt of Utilisation certificate by AFO subject to availability of funds.	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
3. Development of Inland Fisheries Through Capital investment Subsidy under Commercial Agri. Enterprises(State Agriculture Police, 2013)					
	197. Placing the case in the screening committee headed by Collector after receipt of security money from the farmer	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	198. Issue of go ahead letter after approval of screening committee.	5 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	199. Recommendation to the Committee for release of subsidy after receipt of UC	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
4. Subsidies for popularization of Fisheries Equipment/ Machineries (State Agriculture Policy, 2013.)					
	200. Submission of the collected applications at DFO office by AFO	10 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	201. Filling of the application from online as per the beneficiary application and generation of permit by DFO	17 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	202. Issue of permits for supply of equipments to vender	15 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	203. Verification of equipment as per DLTC/SLTC approval. The details with GPS photograph (equipment, beneficiaries and AFO) at the beneficiary field to all quarter to be provided through SMS by AFO	7 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
	204. Online confirmation, the verification and uploading the photograph taken at the beneficiaries field by DFO	5 days	District Fisheries Officer	Dy. Director of Fisheries (Zone)	Jt. Director of Fisheries (Inland) Directorate of Fisheries, Odisha, Cuttack
26. HIGHER EDUCATION DEPARTMENT, GOVERNMENT OF ODISHA					
	205. Sanction of Junior, Senior, PG Merit, Girls Merit, Technical & Professional Scholarship	30 days	Joint Secretary to Govt., Higher Education Department	Additional Secretary to Govt., Higher Education Department	Principal Secretary to Govt., Higher Education Department
	206. Sanction of Loan Stipend	15 days	Joint Secretary to Govt., Higher Education Department	Additional Secretary to Govt., Higher Education Department	Principal Secretary to Govt., Higher Education Department
	207. Issue of Clearance Certificate towards recovery of Loan Stipend	15 days	Joint Secretary to Govt., Higher Education Department	Additional Secretary to Govt., Higher Education Department	Principal Secretary to Govt., Higher Education Department
	208. Investigation of Arrear claims	15 days	Joint Secretary to Govt., Higher Education Department	Additional Secretary to Govt., Higher Education Department	Principal Secretary to Govt., Higher Education Department
	209. Verification of Original Certificate	02 days	Joint Secretary to Govt., Higher Education	Additional Secretary to Govt., Higher Education	Principal Secretary to Govt., Higher

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
			Department	Department	Education Department
	210. Authentication of Original Certificate	03 days	Joint Secretary to Govt., Higher Education Department	Additional Secretary to Govt., Higher Education Department	Principal Secretary to Govt., Higher Education Department
DIRECTORATE OF HIGHER EDUCATION					
	211. Renewal of affiliation to the Colleges	60 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	212. Issue of verification of certificates	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	213. Issue of verification of Mark Sheet	30 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	214. Re-addition of marks	60 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	215. Selection of Nominee of University to Colleges	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	216. Issue of Migration Certificate	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	217. Issue of Provisional Mark sheet and Degree Certificate	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	218. Issue of Official Transcript/ Authenticity	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	219. Disbursal of Scholarship/ Research grant	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	220. Issue of Registration/ Duplicate Mark sheet/Certificate	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	221. Examination of Ph.D. Thesis	180 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
	222. Authentication of Original Certificate	07 days	Asst. Registrar /Dy. Registrar	Registrar	Vice-Chancellor
COUNCIL OF HIGHER SECONDARY EDUCATION					
	223. Renewal of affiliation to the Colleges	60 days	Secretary	Chairman	Director, Higher Education
	224. Selection of Member (Women) to the GB	15 days	Secretary	Chairman	Director, Higher Education
	225. Forwarding of fresh scholarship to MHRD	30 days	Secretary	Chairman	Director, Higher Education
	226. Forwarding of Renewal of Scholarship to MHRD	30 days	Secretary	Chairman	Director, Higher Education

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	227. Issue of verification of certificates	07 days	Secretary	Chairman	Director, Higher Education
	228. Issue of verification of Mark Sheet	30 days	Secretary	Chairman	Director, Higher Education
	229. Re-addition of marks	7 days	Secretary	Chairman	Director, Higher Education
	230. Re-addition of marks Manual Valuation	60 days	Secretary	Chairman	Director, Higher Education
	231. Selection of Nominee of CHSE to Colleges	07 days	Secretary	Chairman	Director, Higher Education
	232. Issue of Pass/ Equivalence Certificate	07 days	Secretary	Chairman	Director, Higher Education
	233. Issue of Migration Certificate	07 days	Secretary	Chairman	Director, Higher Education
	234. Issue of Provisional Pass Certificate/Mark sheet	07 days	Secretary	Chairman	Director, Higher Education
	235. Authentication of Original Certificate	07 days	Secretary	Chairman	Director, Higher Education
27. HOUSING & URBAN DEVELOPMENT DEPARTMENT					
	236. Building Plan Approval (Applicable to Bhubaneswar Development Authority from 01-02-2013 and other Development authorities & ULBs from 01-05-2013)	60 days	Counter Assistant/Dealing Assistant concerned	Planning Member, DA concerned/ Executive Officer concerned	Vice Chairman, DA concerned/ ADM-cum-PD, DUDA
	237. Issuance of Occupancy Certificate (Applicable to Bhubaneswar Development authority from 01-02-2013 and other development Authorities & ULBs from 01-03-2013)	30 days	Counter Assistant/Dealing Assistant concerned	Planning Member, DA concerned/ Executive Officer concerned	Vice Chairman, DA concerned/ ADM-cum-PD, DUDA
	238. Marriage Certificate (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	7 days	Dealing Assistant concerned	Deputy Commissioner/ Executive Officer concerned	Municipal Commissioner / ADM-cum-PD, DUDA

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
239.	Birth & Death Certificate (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	15 days	VS Clerk	City Health Officer/ Executive Officer concerned	Municipal Commissioner / ADM-cum-PD, DUDA
240.	Trade License (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	15 days	Misc. Sarkar/Clerk concerned	Deputy Commissioner / Executive officer concerned	Municipal Commissioner / ADM-cum-PD, DUDA
241.	Pipe Water connection (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	45 days	Junior Engineer concerned	Assistant Engineer concerned	Executive Engineer concerned
242.	Correction of Water Bill (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	30 days	Junior Engineer concerned	Assistant Engineer concerned	Executive Engineer concerned
243.	Repair of Tube Wells (Applicable to Bhubaneswar, Cuttack & Berhampur Municipal Corporations from 01-02-2013 and other ULBs from 01-05-2013)	7 days for minor repair; 14 days for major repair	Junior Engineer, Tube wells	Assistant Engineer in-charge, Tube wells	Executive Engineer concerned
28. GENERAL ADMINISTRATION DEPARTMENT					
244.	Issue of Mortgage Permission of leasehold lands	30 days	Section / Desk Officer	Addl. Land / Land Officer	Director of Estates
245.	Issue of Conversion Order of leasehold	90 days	Section / Desk Officer	Addl. Land / Land Officer	Director of Estates

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	lands				
	246. Issue of Mutation Order of leasehold lands	60 days	Section / Desk Officer	Addl. Land / Land Officer	Director of Estates
29. AGRICULTURE DEPARTMENT					
	247. Seed License	45 days	DAO/JDA(F&S)	DDA/ADA(Extn)	DA&FP(O)
	248. Fertilizer License	45 days	DAO/JDA(F&C)	DDA/ADA(Extn)	DA&FP(O)
	249. Pesticide License	45 days	DAO/DDA(PP)	DDA/ADA(Extn)	DA&FP(O)
	250. Soil Health Card	45 days	AAO	DAO	DDA
	Director of Horticulture				
	251. Seed License	45 days	Dy. Director of Horticulture/Asst. Director of Horticulture	Jt. Director of Horticulture	Director of Horticulture
	252. Fertilizer License	90 days	Dy. Director of Horticulture/Asst. Director of Horticulture	Jt. Director of Horticulture	Director of Horticulture
30. EMPLOYMENT, TECHNICAL EDUCATION & TRAINING DEPARTMENT					
STATE COUNCIL FOR TECHNICAL EDUCATION & VOCATIONAL TRAINING					
	253. Issue of Diploma Certificate	45 days	Deputy Secretary	Secretary SCTE & VT	DTET, ODISHA
	254. Issue of Provisional Certificate	15 days	Deputy Secretary	Secretary SCTE & VT	DTET, ODISHA
	255. Issue of Semester Mark sheet	10 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	256. Issue of Divisional Mark Sheet	45 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	257. Issue of Migration Certificate	10 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	258. Issue of Verification Certificate	15 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	259. Issue of Duplicate Certificate	10 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	260. Issue of Duplicate Mark Sheet	10 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	261. Issue of Transcript	30 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	262. Recounting of Answer Books	90 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
	263. Supply of photocopy of Answer Books	90 days	Deputy Controller of Exam.	Secretary SCTE & VT	DTET, ODISHA
31. COOPERATION DEPARTMENT					
	264. Amendment of Bye-laws	60 days	1. ARCS 2. DRCS 3. JRCS 4. ADDL. RCS 5. RCS(O)	1. DRCS 2. JRCS 3. ADDL. RCS 4. RCS 5. State. Govt.	1. RCS/ Addl. RCS 2. RCS/ Addl. RCS 3. RCS 4. State Govt.
	265. Registration	60 days	1. ARCS 2. DRCS 3. JRCS 4. ADDL. RCS 5. RCS(O)	1. DRCS 2. JRCS 3. ADDL. RCS 4. RCS 5. State. Govt.	1. RCS/ Addl. RCS 2. RCS/ Addl. RCS 3. RCS 4. State Govt.
	266. Issuance of Regd. Certificate	60 days	1. ARCS 2. DRCS 3. JRCS 4. ADDL. RCS 5. RCS(O)	1. DRCS 2. JRCS 3. ADDL. RCS 4. RCS 5. State. Govt.	1. RCS/ Addl. RCS 2. RCS/ Addl. RCS 3. RCS 4. State Govt.
	267. Issue of certified copy of bye-laws	15 days	1. ARCS 2. DRCS 3. JRCS 4. ADDL. RCS 5. RCS(O)	1. DRCS 2. JRCS 3. ADDL. RCS 4. RCS 5. State. Govt.	1. RSC/ Addl. RSC 2. RCS/ Addl. RCS 3. RCS 4. State Govt.
AGRICULTURAL MARKETING SECTOR					
	268. License for Trading /Processing/ Commission Agent /Broker/ Weighman	40 days	Secretary, RMC	Market Committee	OSAM Board
	269. License for establishment of Private Marketing	60 days	Govt. of Cooperation	Govt. of Cooperation	Govt. of Cooperation
	270. Settlement of disputes between producer sellers and buyers	15 days	Secretary, RMC	Arbitrators	Market Committee
	271. Grievances related to settlement of sale proceeds	15 days	Secretary, RMC	Arbitrators	Market Committee
	272. Grievances related to Market charges	15 days	Secretary, RMC	Arbitrators	Market Committee

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
ODISHA STATE WAREHOUSING CORPORATION					
273.	Reservation of Storage Space as per the request of Bulk Depositor	15 days	Warehouse Superintendent/ Zonal Manager	General Manager(C)	Managing Director
274.	Issue of Duplicate Warehouse Receipt as per prescribed rules in case the warehouse Receipt is lost or damaged	15 days	Warehouse Superintendent/ Zonal Manager	General Manager(C)	Managing Director
PRIMARY AGRICULTURE COOPERATIVE SOCIETIES (PACS)					
275.	Membership	15 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
276.	Issue Kisan Credit	15 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
277.	Sanction of Crop Loans	15 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
278.	Sanction of Agricultural Term Loans	30 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
279.	Issue of Deposit Receipt/ Pass Book	1 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Secretary, CCB concerned
280.	Receipt toward repayment of Lone	1 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
281.	Online Registration for paddy procurement	3 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
282.	Payment against procurement of paddy	3 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
283.	Withdrawal of Deposits	1 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Secretary, CCB concerned
284.	Adjustment of shares against loan	7 days	Secretary, PACS/ Managing	Branch Manager of the CCB	Assistant Registrar,

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	repayment		Director, LAMPCS	concerned	Cooperative Societies
	285. Availability of fertilizer/ seeds/ pesticides	1 days	Secretary, PACS/ Managing Director, LAMPCS	Branch Manager of the CCB concerned	Assistant Registrar, Cooperative Societies
CENTRAL COOPERATIVE BANK (CCBs)					
	286. Sanction of Loan	15 days	Banking Assistant	Assistant Manager	Secretary
	287. Issue of fresh cheque books	1 day	Banking Assistant	Assistant Manager	Branch Manager
	288. Issue of personalized RuPay ATM card	30 days	Banking Assistant	Assistant Manager	Branch Manager
ODISHA STATE COOPERATIVE BANKS (OSCBs)					
	289. Sanction of Loan	15 days	Junior Manager	Assistant Manager/ Manager	General Manager(C&I) of H.O
	290. Issue of fresh cheque books	1 day	Junior Manager	Assistant Manager/ Manager	Branch Manager
	291. Issue of personalized RuPay ATM card	30 days	Junior Manager	Assistant Manager/ Manager	Branch Manager
32. REVENUE AND DISASTER MANAGEMENT DEPARTMENT					
	292. Disposal of application for issue of Solvency Certificate for an amount less than rupees one lakh	30 days (Excluding the period taken for disposal of objections, if any)	Tahasildar / Addl. Tahasildar	Sub-Collector	Collector
	293. Disposal of application for issue of Solvency Certificate for an amount of and above rupees one lakh	30 days (Excluding the period taken for disposal of objections, if any)	Sub-Collector	Collector	RDC
	294. Disposal of application for issue of Guardianship Certificate	45 days (Excluding the period taken for disposal of objections, if any)	Collector	RDC	Member, Board of Revenue
	295. Certified copy of the document filed u/s 89 of Registration Act, 1908	7 days	DSR/SR	ADM-cum-DR	IGR
	296. Registration of Partnership Firm	90 days	Registrar of Firm (IGR) or Officer delegated with power	Land Reforms Commissioner	Member, Board of Revenue

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
297.	Amendment of Registered Partnership Firm	30 days	Registrar of Firm (IGR) or Officer delegated with power	Land Reforms Commissioner	Member, Board of Revenue
298.	Dissolution of Partnership firm	45 days	Registrar of Firm(IGR) or Officer delegated with power	Land Reforms Commissioner	Member, Board of Revenue
299.	Certified copy of Certificate of Firm	7 days	Registrar of Firm(IGR) or Officer delegated with power	Land Reforms Commissioner	Member, Board of Revenue
300.	Amendment of Registered Society (District level)	30 days	Additional Registrar of Societies(ADM)	IGR	Land Reforms Commissioner
301.	Amendment of Registered Society (State level)	60 days	IGR	Land Reforms Commissioner	Member, Board of Revenue
302.	Certified copy of Certificate of Society Registered within last five years (District level)	5 days	Additional Registrar of Societies(ADM)	IGR	Land Reforms Commissioner
303.	Certified copy of Certificate of Society Registered within last five years (State level)	5 days	IGR	Land Reforms Commissioner	Member, Board of Revenue
304.	Certified copy of Certificate of Society Registered within last ten years (District level)	7 days	Additional Registrar of Societies(ADM)	IGR	Land reforms Commissioner
305.	Certified copy of Certificate of Society Registered within last ten years (State level)	7 days	IGR	Land reforms Commissioner	Member, Board of Revenue
306.	Certified copy of Bye-laws of Society Registered within last five years (District level)	5 days	Additional Registrar of Societies(ADM)	IGR	Land reforms Commissioner
307.	Certified copy of Bye-laws of Society Registered within last five years (State level)	5 days	IGR	Land reforms Commissioner	Member, Board of Revenue
308.	Certified copy of Bye-laws of Society Registered within last	7 days	Additional Registrar of Societies(ADM)	IGR	Land reforms Commissioner

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	ten years (District level)				
309.	Certified copy of Bye-laws of Society Registered within last ten years (State level)	7 days	IGR	Land reforms Commissioner	Member, Board of Revenue
310.	Certified copy of Memorandum of Society Registered within last five years (District level)	5 days	Additional Registrar of Societies(ADM)	IGR	Land reforms Commissioner
311.	Certified copy of Memorandum of Society Registered within last five years (State level)	5 days	IGR	Land reforms Commissioner	Member, Board of Revenue
312.	Certified copy of Memorandum of Society Registered within last ten years (District level)	7 days	Additional Registrar of Societies(ADM)	IGR	Land reforms Commissioner
313.	Certified copy of Memorandum of Society Registered within last ten years (State level)	7 days	IGR	Land reforms Commissioner	Member, Board of Revenue
33. FOREST AND ENVIRONMENT DEPARTMENT					
314.	Distribution of Seedlings to Public-Issue of Orders	15 days	Range Forest Officers	Assistant Conservator of Forests	Deputy Conservator of Forests
315.	Sanction of compassionate amount to the concerned persons in case of crop damage by specified wild animals.	90 days	Divisional Forest Officer of Wildlife/Territorial Division.	Concerned Regional Chief Conservator of Forests.	Principal CCF(WL) & Wildlife Warden Odisha
316.	Sanction of compassionate amount to the concerned persons in case of cattle kill by specified wild animals.	30 days	Divisional Forest Officer of Wildlife/Territorial Division.	Concerned Regional Chief Conservator of Forests.	Principal CCF(WL) & Wildlife Warden Odisha
317.	Sanction of compassionate amount to the concerned persons/legal heirs of the victims in case of human injury and	15 days	Divisional Forest Officer of Wildlife/Territorial Division.	Concerned Regional Chief Conservator of Forests.	Principal CCF (WL) & Wildlife Warden Odisha.

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	casualty respectively by specified wild animals.				
STATE POLLUTION CONTROL BOARD, ODISHA					
318.	Disposal of consent to establish application for new / expansion proposal of 17 Categories of highly polluting industries (Red-A) having investment of Rs.50 crores or more on recommendation of Consent Committee	60 days	Member Secretary	Appellate Authority constituted by F&E Department u/s 28of Water (PCP) Act and 31of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.
319.	Disposal of consent to establish application for new / expansion proposal of Coal, Bauxite, Iron, Ore, Manganese, Limestone, Dolomite and Chromite Mines on recommendation of Consent Committee	60 days	Member Secretary	Appellate Authority constituted by F&E Department u/s 28of Water (PCP) Act and 31of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.
320.	Disposal of consent to establish application for new / expansion proposal of all Sponge Iron Plants on recommendation of Consent Committee	60 days	Member Secretary	Appellate Authority constituted by F&E Department u/s 28of Water (PCP) Act and 31of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.
321.	Disposal of consent to establish application for new / expansion proposal of 17 Categories of highly polluting industries (Red-A) having investment of less than Rs.50 crores on recommendation of Internal Consent Committee	Cat.A-60 days Cat.B-45 days	Sr. Environment Engineer/Sr. Environment Scientist	Appellate Authority constituted by F&E Department u/s 28of Water (PCP) Act and 31of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.
322.	Disposal of consent to establish application for new /	Cat.A-60 days Cat.B-45	Sr. Environment Engineer/Sr. Environment	Appellate Authority constituted by F&E Department u/s	Concerned designated officer, which

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
(1)	(2)	(3)	(4)	(5)	(6)
	expansion proposal of other than 17 Category of polluting industries (Red-A) i.e. Red-B, Orange and Green having investment of Rs.50 crores or more on recommendation of Internal Consent Committee	days	Scientist	28of Water (PCP) Act and 31of Air (PCP) Act.	grants consent revises the consent order as directed by the Appellate Authority.
323.	Disposal of consent to establish application for new / expansion proposal of other than 17 Category of polluting industries (Red-A) i.e. Red-B, Orange and Green having investment UPTO Rs.50 crore.	Cat.A-60 days Cat.B-45 days Cat.C-30 days	Regional Officer	Appellate Authority constituted by F&E Department u/s 28of Water (PCP) Act and 31of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.
324.	Disposal of consent to establish application for new / expansion proposal of Mines other than Coal, Bauxite, Iron, Ore, Manganese, Limestone, Dolomite and Chromite.	Cat.A-60 days Cat.B-45 days	Regional Officer ST	Appellate Authority constituted by F&E Department u/s 28 of Water (PCP) Act and 31 of Air (PCP) Act.	Concerned designated officer, which grants consent revises the consent order as directed by the Appellate Authority.

By Order of the Governor


MANOJ AHUJA

Principal Secretary to Government

Memo No. 15006 /AR, dated 22 June 2015

Copy forwarded to Commerce & Transport (Transport) / Revenue & DM / Finance / Home / ST & SC Development / H & UD / Higher Education / Fisheries & ARD / MS & ME / Labour & ESI / Panchayati Raj / Works / Excise / Industries / Forest & Environment / General Administration / Agriculture / E&TE&T and Cooperation Department for information and necessary action.

 22-6-15
Additional Secretary to Government

Memo No. 15007 /AR, dated 22 June 2015

Copy forwarded to the Director, Printing & Stationaries, Cuttack / Gazette Cell, Commerce & Transport (Commerce) Department for information and necessary action. They are requested to publish in an extraordinary issue of the Odisha Gazette on dated 23.06.2015 positively and supply 5000 copies for wide circulation.

 22-6-15
Additional Secretary to Government

E. Housing and Urban Development Department

***E.1. Notification for appointment of
appellate authority for land and construction
permits***

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 71, CUTTACK, TUESDAY, JANUARY 13, 2015/ PAUSA 23, 1936

HOUSING & URBAN DEVELOPMENT DEPARTMENT

NOTIFICATION

The 6th January, 2015

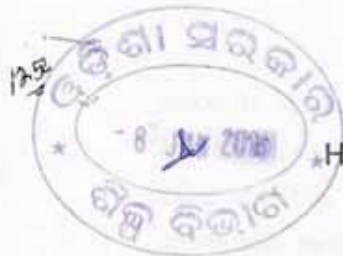
No. 541-HUD-TP-POLICY-0036/2014/HUD.— In exercise of the powers conferred by sub-section 1 of Section 18 and sub-section (2) of Section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), read with sub section 2 of Section 111 thereof the State Government do hereby appoint the Special Secretary to Government, Housing & Urban Development Department as an appellate authority in order to hear and decide such appeals as may be transferred to him by the State Government against the order of the Development Authorities passed under sections 16 or 17 and Section 91(1) of the said Act.

By order of the Governor

G. MATHI VATHANAN

Commissioner-cum-Secretary to Government

E.2. Order for Joint Site Inspection and upload of inspection report within 48 hours



Government of Odisha
Housing & Urban Development Department

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ORDER

Bhubaneswar the..... 31st May 2016

No.TP-DEV-(M) 9/16 (Part)..... 13/15 /HUD/Whereas
Section 15 of the ODA Act 1982 provides that no person including a department of Central or State Government or a local authority or a body corporate constituted as per law shall subdivide or institute or change the use of any land & building within the development area without obtaining the written permission of the concerned authority. Building plan approval with given timeline is included in the Odisha Right to Public Services Act -2012. While making application under Section 16 of the ODA Act, 1982 for permission of building plan, applicants are required to obtain NOC/clearance from different Govt. agencies as per the requirements prescribed in the regulations of the respective authorities. Usually departments/agencies undertake site inspection before issue of NOC/clearance. To obtain NOC/clearance from various agencies, the applicants need to approach the concerned offices and in the process inordinate delay occurs resulting in delay in sanction of permission within the prescribed time line. To overcome the delay due to multiple inspections by individual Govt. agencies for sanction of permission, it is now decided to take up joint inspection to be coordinated by the concerned development authority for which a common date & time will be fixed for joint inspection of the site / sites to facilitate Ease of doing-Business under Make-in-India Programme of Govt. of India. The system of joint inspection on a particular date and time is aimed at saving time and reduce the difficulties faced by the applicants to a great extent. The concerned Development Authority will co-ordinate the entire process of joint site inspection. The development authority will intimate the date and time to all agencies including the applicant concerned to enable their presence in the joint inspection.

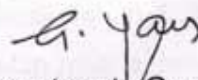
All Government agencies responsible for inspection for issue of NOC in this regard will nominate a nodal officer and a standby / substitute officer (in case the nodal officer is on leave/ not available), who will attend and in case of any failure by such nodal officer/standby officer to attend the joint inspection on the specified date/time of inspection, it will be deemed that the concerned Government agency has no objection for issuance of NOC and permission on the application U/S 16 of the ODA Act, 1982 shall be granted by the concerned development authority on deemed approval /NOC basis under intimation to that agency. The inspection report

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is required to be hosted in the website of the Development Authority within 48 hours of conduct of such inspection for grant of NOC with inputs from all concerned agencies such as Fire Service, PHEO, ULBs, W.R. Department and any other department/authority as the case may be. In case of any further document/requirements from any agency, the applicant will be notified of that requirement and the fact will be mentioned in the joint inspection report. Upon compliance of such requirements, final NOC will be considered by the concerned agency and intimation will be given to the development authority with copy to the applicant by the agency.

This arrangement shall come into immediate effect.

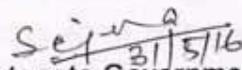
By Order of the Governor



Commissioner-cum-Secretary to Government

Memo No. 13116 /HUD., Dated 31.5.16

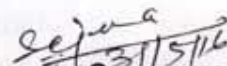
Copy forwarded to Gazette Cell, C/O-Commerce Department for information and necessary action. They are requested to publish this order in an extraordinary issue of the Odisha Gazette on date 04.06.2016.....and supply 10 copies to H & U.D. Department.



Deputy Secretary to Government

Memo No. 13117 /HUD., Dated 31.5.16

Copy forwarded to Home Department/Energy Department/Water Resource Department/ Chief Engineer, PHEO/ DTP, Bhubaneswar/All Development Authorities/All Urban Local Bodies for information and necessary action.



Deputy Secretary to Government

Memo No. 13851 /HUD., Dated 8.6.16

Copy forwarded to Industries Department for information and necessary action.



Joint Secretary to Government

**GOVERNMENT OF SICHUAN
HOUSING & URBAN DEVELOPMENT DEPARTMENT**

Re: No. 10061 (P.R.D. Subsequent, dated the 11.11.13)


MEMO

The State Government has notified the names of the public agencies from where the signature certificate are required for grant of permission for building plan approval, the use, extension and change of land use from agriculture to non agriculture purposes and notification No. 10061/2013, dated 06.11.2013.

The public agencies shall issue the signature certificate within three working days from the date of receipt of common inspection or call down order (Rule 122) of Common Application from Rules, 2013.

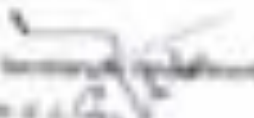
Since the signature certificates are to be issued by public agencies through the AEs, the inspection report is to be submitted through AEs to the public agencies within 24 hours of date of conduct of inspection and the signature certificate within 48 hours of submitting of inspection report so that the process of issue of the signature certificate can be strictly adhered to three working days of conduct of common inspection.

This shall be duly followed in case of issue of the signature certificate by public agencies for Occupancy Certificate.


Commissioner, City Engineering Department

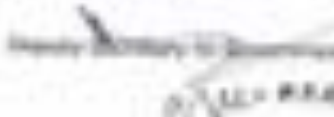
Re: No. 10062 (P.R.D. Subsequent, dated the 11.11.13)

Copies forwarded to the P.D. to Principal Secretary to Government, Industries Department, P.D. to Commissioner, City Engineering Department, Housing & Urban Development Department for information and necessary action.


Deputy Secretary

Re: No. 10063 (P.R.D. Subsequent, dated the 11.11.13)

Copies forwarded to the Director, Municipal Administration & in Office Assistant Secretary to Government, Housing & Urban Development Department (and Engineer, P.D.D. Office, Subsequent Chief Engineer, C.E.D., Subsequent District Engineer, Police, Fire Service, District Social Security in Government, State Insurance Department, Municipal Secretary, State Pollution Control Board, C.A.P.D. Subsequent District, District Water Supply and Irrigation, Subsequent for information and necessary action.


Deputy Secretary

We have submitted this FOIA request, dated 09/01/01.


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The State Government has notified the names of the public agencies from where the respective Certificates are required for grant of permission for Building Plan approval, by not interest and change of land use from agriculture to non agriculture purposes vide Notification No. 2002/2003, dated 05.11.2004.

The public agencies shall issue the objection certificate within three working days from the date of receipt of written application as laid down under Rule 5(2) of General Application from Rules, 1974.

Since the the signature Certificate are to be issued by public agencies through the City, the inspection report is to be submitted through the line to the public agencies within 24 hours of date of conduct of inspection and the the signature Certificate within 48 hours of signing of inspection report so that the process of issue of the signature Certificate can be strictly adhered to three working days of conduct of routine inspection.

This should be also followed in case of issue of the graduation Certificate by joint working for University Certificate.



 President: _____

Revised: 12/1/12 (100) (Indefinite) (Date for 11/1/12)

Gift donated to the U.S. to support research in Economics, National Department/IN, to Governmental Technology in Cash, Money & other (Developed) Department for information and necessary action.

Copyright Clearance Center, Inc.

Form No. 7346A (1985), Multnomah County, Oregon. Total no. 1

[illegible]

***E.3. Order with detailed inspection
procedure and checklist of required documents
to be submitted***

**Government of Odisha
Housing & Urban Development Department**

No.TP-Dev-(M)-9/16 15476 /HUD. Bhubaneswar the 27th June, 2016

ORDER

In continuation to this Department Order No. 13115/HUD., dated 31st May, 2016, the following procedures for inspection and submission of the requisite document for issue of No Objection Certificate by the Public Agencies for consideration of applications for permission regarding undertaking development under section 16 and grant of occupancy certificate under section 20A of the Odisha Development Authorities Act, 1982 shall be adopted by all the Development Authorities of the State.

1. Low Risk Building to be constructed on a plot, which is part of the layout approved by the Authority under section 16 of the O.D.A. Act, 1982 or developed and allotted by the Government or Statutory Bodies or is a final plot in Town Planning Scheme or Development schemes, with a size not more than 500 square meters and with height not more than 10 meters without a basement, shall not require prior written permission of the Authority.

2. (1) Applications for permission for development of other than Low Risk Building or Layout or change of use of land / building under section 16 of the O.D.A. Act, 1982, shall be made to the Authority in Form-I appended to this order at Annexure-A, as "Common Application Form" accompanied by such documents as prescribed therein.

(2) After receipt of the Common Application Form, the Authority shall refer the same to the concerned Public Agencies for obtaining No Objection Certificate within seven days from date of receipt of such application by the Authority.

(3) The Authority shall fix and intimate a date and time for conduct of common inspection programme to the concerned Public Agencies, which needs to conduct field visit and inspection for giving No Objection Certificate, the date normally be ten days after receipt of Common Application by the Public Agency, but in no case it shall exceed twenty days from such receipt. The Public Agency shall normally issue No Objection Certificate within three working days from the date of conduct of common inspection.

Provided that if any Public Agency has any objections or requires any further information then an inspection report specifying the points of objections shall be submitted to the Authority within three working days of conduct of inspection to the Authority with a copy to the applicant.

(4) On submission of information and document as required above by the applicant to the satisfaction of Public Agency under intimation to the authority, No Objection Certificate shall be issued by the Public Agency within three working days from the date of receipt of such information and document.

(5) Permission in certain categories of building as notified by the Government, from time to time, shall require clearances from following Central Government Agencies :-

(a) Building plans, which requires approval under Environment Protection Act, 1956, shall be referred by the Authority to State Level Environment Impact Assessment Authority (SEIAA) or State Coastal Zone Management Authority (SCZMA), as the case may be, for grant of such approval and Agency empowered to give environment clearance shall finalise its recommendations, within such period as prescribed in the relevant rules/regulations / Act.

(b) Application for permission for construction of building requiring No Objection Certificate from National Monument Authority (NMA), shall be referred to. Director of Culture, Odisha by the Authority, who shall conduct the enquiry as per common inspection programme fixed by the Authority and submit his views to National Monument Authority within three working days from the date of common inspection.

After receipt of such views, the NMA shall consider and issue such No-Objection Certificate to the Director of Culture, who shall submit the same to the Authority within three working days from the date of receipt of such No Objection Certificate from the NMA. The process and time limit for issue of NOC as mentioned in paragraphs 2(3) & 2 (4) shall apply mutatis and mutandis.

(c) Applicants requiring No Objection Certificate from Airport Authority of India (AAI) shall apply to AAI within five days from date of submission of Common Application Form to the Authority and shall submit a copy of such application to

the Authority for records and for fixing the date for inspection. Intimation to the Director of concerned Airport shall be given for their representation in common inspection programme and the process and time limit for issue of NOC as mentioned in paragraphs 2(3) and 2 (4) shall apply mutatis and mutandis.

(d) Applicants whose projects require direct access from National Highways, shall require No Objection Certificate from the Office of the National Highways Authority of India (NHAI), under whose jurisdiction concerned part of National Highways from which direct access is sought for is covered and in such cases, a copy of common application form shall also be submitted by the applicant to the concerned office of NHAI for issuance of NOC and the process and time limit for issue of NOC as mentioned in the paragraphs 2(3) and 2(4) shall apply mutatis mutandis.

3. (1) Application for issue of occupancy certificate for Low Risk Buildings, shall be considered by the Authority as per Planning and Building Standards Regulations without reference to any Public Agency.

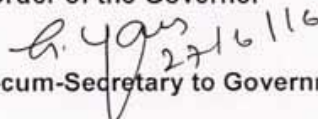
(2) On receipt of application in Form-II append herewith at Annexure-B for issue of occupancy certificate for any building other than Low Risk Building or premises in part or full, the Authority shall refer the same to such Public Agency as mentioned in this order and Order No.13115/HUD., Dated 31st May,2016 in this regard.

(3) Every Public Agency which needs to conduct field visit and inspection for issue of NOC, shall conduct the same as part of the common inspection programme, the date of which shall be a date, which is three days after but not later than seven days of receipt of the application by the Authority.

(4) The process and time limit for issue of NOC by the Public Agency for grant of occupancy certificate as mentioned in paragraphs 2(3) and 2(4) of this order, shall apply mutatis mutandis.

This arrangement shall come into immediate effect.

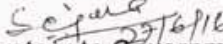
By Order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 15477 /HUD. Dated 27.6.16.

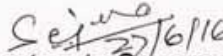
Copy forwarded to the Gazette Cell, C/O-Commerce and Transport (Commerce) Department for information and necessary action.

They are requested to publish this order in an extraordinary issue of the Odisha Gazette on or before 29.06.2016 and supply 10 copies to H & U.D. Department.


Deputy Secretary to Government.

Memo No. 15478 /HUD., Dated 27.6.16.

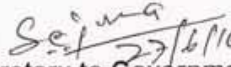
Copy forwarded to the Industries Department/Home Department/Energy Department/Water Resource Department/Chief Engineer, PHEO/ DTP, Bhubaneswar/All Development Authorities/All Urban Local Bodies for information and necessary action.


Deputy Secretary to Government.

Memo No. 15479 /HUD., Dated 27.6.16.

Copy forwarded to the I.T. Specialist (Deloitte Team), Housing and Urban Development Department for information and necessary action.

He is requested to take immediate steps to make the order available in this Department website.


Deputy Secretary to Government

Part XII –Declaration			
<input type="checkbox"/>	I hereby acknowledge and declare that the above information is true to the best of my knowledge and submitted in accordance with the Development Plan and Building Control Regulations related with Central and State Government and its subsequent amendments. <i>(Tick in the box on the left column)</i>		
	Name & Designation	Signature/Digital Signature	Date
Owners			
Authorised Person			

PART XIII –FOR OFFICIAL USE ONLY				
Details of the Authorised Officers	Name	Designation	Signature	Date
Application Receiving Officer				
Land Details and Documentation Verification Officer				
Engineering Officer				
Planning Officer				
Approving Officer				

10.5.1	Whether the Project requires Environmental Clearance as per detailed Notification of MoE&F, Government of India (Yes/No)	
10.5.2	If yes, (a) Parameter for Clearance (b) Total built up area	

PARTXI - CHECKLIST OF DOCUMENTS TO BE ATTACHED

Description of the Documents	To be filled in by the Applicant	View of the Authorised Officer? (FOR OFFICE USE ONLY)
11.1 Application form duly filled in and signed		
11.2 Scrutiny fee challan copy		
11.3 Self-signed Xerox copies of ownership documents		
11.4 Copy of certificate of registration of Architect/Engineers/Builder-Developer		
11.5 Four copies of plan giving details as prescribed in the application form		
11.6 Affidavit in original in prescribed format		
11.7 Two photographs of the site		
11.8 Any other enclosure as per specific requirement of the case		

9.5.1 Total Built up area of the project in square meters	
9.5.2 EWS Housing	
a. Mandatory provisions of reservation for EWS @ 10% of Built up Area	
b. No. of EWS Units Proposed	
c. Built up area under EWS (in sq meter)	
d. Built up area under EWS (in percentage)	
9.5.2 LIG Housing	
a. No. of LIG Units Proposed	
b. Built up area under LIG (in sq meter)	
c. Built up area under LIG (in percentage)	
I hereby declare that the above mandatory EWS and LIG housing is proposed within the site premises and part of the building structure submitted for approval to the authority. (Tick the box for undertaking.)	<input type="checkbox"/>
9.6 Any other (provide details)	

PART X – SPECIAL CLEARANCES

10.1 Security Clearance		To be filled in by the Applicant	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
10.1.1	Whether the Project is within 200 meters of notified Strategic Building (Yes/No)		
10.1.2	If yes, (a) Name of the Strategic Building (b) Distance from the Strategic Building.		
10.2	Archaeological Survey of India (ASI) Clearance		
10.2.1	Whether the project is located within 300meter of National Protected Monument (Yes/No)		
10.2.2	If yes, (a) Name of the Monument (b) Distance in meters		
10.3	National Highway Authority (NHA) Clearance		
10.3.1	Whether the project requires direct access from NH maintained by NHA (Yes/No)		
10.3.2	If yes, name and no. of the National Highway		
10.4	Airport Authority of India Clearance		
10.4.1	Whether height of the proposed building is 30 meter and above (Yes/No)		
10.4.2	If Yes, Give height of the building in meters from Mean Sea Level (MSL)		
10.5	Environmental Clearance		

PART IX – SPECIAL PROVISIONS

9.1 Rainwater harvesting	To be filled in by the Applicant	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
9.1.1 Whether, the plot area is 300 square meters or above? (yes or no)		
9.1.2 If yes, whether provision for rain water harvesting has been provided in the building plan or not? (yes or no)		
9.1.3 If yes, please provide the details below		
(a) No of recharge pits/recharge wells/surface reservoirs on site		
(b) Size of recharge pits/recharge wells/surface reservoirs on site		
(c) Quantity of water percolation		
(d) Detailed Schematic plan and drawing provided in building plan (yes or no)		
9.2 Green Building certification (provide details of certification and rating)		
9.2.1 Whether Green Building certification being proposed or not (yes or no)		
9.2.2 If yes, give details		
a. Protocol being proposed (GRIHA / LEED / IGBC / Any other, please specify)		
b. Rating being proposed under the above protocol		
c. Details of the consultant engaged for the purpose		
9.3 Solar Water heating system		
9.3.1 Whether, the plinth area of proposed building having 200 square meter or more (yes or no)		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in sq meter)		
b. No of panels provided		
c. Capacity (in litres per day)		
9.4 Off Grid / Grid connected Solar Roof top System		
9.4.1 Whether, the plinth area of proposed building is more than 300 square meter (yes or no)		
9.3.2 If yes, provide details		
a. Roof area covered by solar panels (in sq meter)		
b. No of panels provided		
c. Amount of electricity production per day in KW		
9.5 Affordable Housing Provisions – To be filled up in cases of residential projects on plot sizes of more than 2000 sq. meters		

8.5 Electricity	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)	8.6 Solid Waste Management	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.5.1 Presence of grid station / electricity distribution line for drawing electricity to the site (Yes/No)			8.6.1 Whether primary transfer station for solid waste available in vicinity to site or not? (yes or no)		
8.5.2 If yes, location and type of grid station (show location on map) and distance (in Kms)	<div>Location</div> <div>Capacity (in KV)</div> <div>Accessible Distance from site (in meters)</div>		8.6.2 If yes, provide details Location of primary transfer station (show location on map/distance in metres)	<div>Location</div> <div>Distance (in meters)</div>	
8.5.3 If no, what is the plan for drawing electricity to site?			8.6.3 If no, what is the plan for solid waste management?		
8.5.4 In case of requirement of new electric supply line or grid station; whether estimates, drawings and layout plans submitted as a part of building plan or not? (yes or no)			8.6.4 In case of requirement of new primary transfer station; whether estimates, drawings and layout plans submitted as a part of building plan or not? (yes or no)		

8.3 Water supply	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)	8.4 Sewerage	TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.3.1 Whether source of public water supply available at site or not? (yes or no)			8.4.1 Whether, site connected to public Sewerage network (Yes/No)		
8.3.2 If yes, provide details	Type (municipal / rural)		8.4.2 If yes, provide details of the accessible sewerage drain	Type of Drain (earthen / masonry concrete)	
	Revenue Village			Size of Drain (Width X Depth) in meters	
	Accessible distance from site			Accessible distance from site	
8.3.3 If no, plans for water supply at site (ground water / new supply line from distant public source)			8.4.3 If no, described method of disposal of sewerage waste.		
8.3.4 In case of new pipe line or ground water coverage, estimates, drawings and layout plans submitted as a part of building plan or not? (yes or no)			8.4.4 Whether, drawing and layout plans depicting the sewerage disposal methodology has been provided or not? (yes or no)		

	Nature of the drain (earthen / masonry / concrete)		
	Whether, connected to any public drainage network for outfall? (yes or no)		
	Whether, map indicating the road side drain and its alignment and connection with public drain network submitted or not? (yes or no)		
(c) If no, give details	Distance from nearest drain, which is connected to public drainage network for outfall (in meters)		
	Feasibility to connect (yes or no)		
8.2.2 Proposed Drainage Plan			
(a) Improvement of the existing drains	Widening and Deepening of the drain (yes or no)		
	Upgradation of nature of the drain (indicate the type of upgradation)		
(b) Construction of New Drain for connection	Length (in meters)		
	Width (in meters)		
	Depth (in meters)		
	Nature (earthen / masonry / concrete, any other, please specify)		
(c) Whether, drainage plan along with drawings submitted? (yes or no)			
8.2.3 Whether site is in low lying area and subjected to water logging?			
(a) Yes or No.			
(b) If yes, details thereof			
(c) Whether plan for measures mitigating water logging submitted or not? (yes or no)			

Composting (Yes/No)

PART VIII – EXTERNAL INFRASTRUCTURE PROVISIONS

8.1 Connecting Road		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.1.1 Present Status			
(a) Whether connectivity to the site is through an existing road? (yes or no)			
(b) If yes, Width of access road to site (in feet)		Minimum	
		Maximum	
(c) Whether connected to existing CDP Road (yes or no)			
(d) Nature of existing road (kutchha / Murrom / Metalled / Blacktop / Concrete)			
(e) Status of existing approach road (public / private / others, please specify)			
8.1.2 Proposed Improvements			
(a) Widening of the Road			
(b) Upgradation of the nature of the road			
(c) Enclosed detailed drawings for proposed improvements (yes or no)			
8.1.3 Whether site located at or near road junction?			
(a) Yes or No.			
(b) If yes, distance from junction (in meters)			
8.2 Drainage		TO BE FILLED IN BY THE APPLICANT	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
8.2.1 Present Status Major drainage channel if any (show location on map)			
(a) Whether, road side public drain exists? (yes or no)			
(b) If yes, give details		Width	
		Depth	

PART VI – OTHER PLANS RELATED TO BUILDING PLAN

Sl. No.	Parameters	Whether given in the Building Plan or not? (yes or no) <small>TO BE FILLED IN BY THE APPLICANT</small>	View of the Authorised Officer ² <small>FOR OFFICE USE ONLY</small>
6.1	All floor plans		
6.2	Elevations		
6.3	Area Statement		
6.4	Structural Plan		
6.5	Foundation Plan		
6.6	Septic Tank and Soak pit location		
6.7	Ground water recharging point		
6.8	Drain Section		
6.9	Water Safety Provisions		
6.10	Fire Safety Provision Plan		
6.11	Plumbing plan		
6.12	Electric Supply Plan		
6.13	Schedule of Doors, windows and Openings		
6.14	Minimum distance between blocks / buildings		
6.15	Any other provisions, specify		

PART VII – UTILITIES

7.1 Roads/pathway	View of the Authorised Officer ² <small>FOR OFFICE USE ONLY</small>	7.2 Drainage	View of the Authorised Officer ² <small>FOR OFFICE USE ONLY</small>
<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>	<small>TO BE FILLED IN BY THE APPLICANT</small>
7.1.1 Width of internal roads proposed / category/hierarchy (in metre)		7.2.1 Width of internal drains (in metre)	
7.1.2 Internal roads	Length (in metres) Area (in sqmt)	7.2.2 Length of internal drains (in metres)	
7.1.3 Internal pathways (in	Length (in	7.2.3 Location of drain system	

PART V – BUILDING PARAMETERS

Sl. No.	Category	As per norms	Proposal	As per Approved plan (applicable for addition / alteration / renewal cases only)	View of the Authorised Officer ²
		TO BE FILLED IN BY THE APPLICANT			FOR OFFICE USE ONLY
5.1	Basement, if any				
5.2	Stilt / Ground floor				
5.3	1 st floor				
5.4	2 nd floor				
5.5	3 rd floor				
5.6	4 th floor				
5.7	Multi-storeyed (no. of storeys)				
5.8	Society Room				
5.9	Set backs				
	Front				
	Rear				
	Side 1				
	Side 2				
5.10	FAR				
5.11	Parking (in sqmt)				
5.12	Height (in mt)				
5.13	No of staircases				
5.14	Distance from farthest point of corridor to staircase				
5.15	Minimum height of floors				
5.16	Light and Ventilation shaft				
5.17	Courtyard size and area (in sq. meter)				
5.18	Approach gradient to basement/stilt				
5.19	Minimum opening area of window, door and ventilator for lighting/ventilation (in sq. meter)				
5.20	No. of lifts				
5.21	No. of Recharging pits/Size of pits				
5.22	No. of Gates and size				

Village	sqm)	Sale Deed No.	Date	sq. meters)	Officer ²
3.2 Whether the plot/site is part of an approved layout/Town Planning scheme / Development Schemes					
TO BE FILLED IN BY THE APPLICANT					
(A) Yes or No?					
(B) If yes, details thereof					
(i) Date of Approval / Permission	(ii) Approval / Permission No.	(iii) Whether map enclosed? (yes or no)			View of the Authorised Officer ² (FOR OFFICE USE ONLY)
3.3 Site Plan (to be given on revenue plan along with the layer of Development Plan) provided or not? (yes or no)					
3.4 Indicate Tenancy of land (leasehold / freehold / others , please specify)					
3.5 If on lease, share details of lease					
(i) Name of the lessor	(ii) Purpose of lease	(iii) duration of lease	(iv) Any other, please specify		

PART IV – PLANNING DETAILS

Sl. No.	Parameters	Description (TO BE FILLED IN BY THE APPLICANT)	View of the Authorised Officer ² (FOR OFFICE USE ONLY)
4.1	Land use, applied for		
4.2	Land use, as per Development Plan		
4.3	Land use, as per Layout / Town Planning Scheme / Development Scheme		
4.4.	Permissibility of the Land use applied (Permissible / Permissible on special conditions / Not permissible)		
4.5	Dwelling Units per Acre (for projects having residential components)		
4.6	Whether, plot affected by development plan (Development plans roads and drains)?		
a	Yes or No?		
b	If yes, whether affected portions have been surrendered to Government or Authority or Local Authority by way of gift deed? (yes or no)		
c	If yes, give details		
	i. Name and Details of Agency to whom the land has been surrendered		
	ii. Deed Number		
	iii. Date of execution of Deed		

No.	Technical Persons	Address	(Mobile No.)	Address	Registering / Licensing Authority	Registration / License
1.5.1	Architects					
1.5.2	Structural Engineer					
1.5.3	Electrical Engineer					
1.5.4	PH Engineer					
1.5.5	Site Supervisor					
1.5.6	Any other, specify					

PART II –BASIC DETAILS OF THE PROJECT

Sl. No.	Parameter	Details to be given TO BE FILLED IN BY THE APPLICANT	Views of the Authorised officer ² FOR OFFICE USE ONLY
2.1	Project type (New Development / Addition / Alteration / Renewal / Revalidation)		
2.2	Project Category (G to G+3, Apartment - G+4 and above, Group housing, Multi-storeyed residential/commercial/Industrial/Public-semi-public/ others Please specify)		
2.3	Project Component (Residential/Commercial/Industrial/Public-semi-public/Others (please specify)		
2.4	Total Area covered in all floors (in sq. meters)		
2.5	No. of Floors		
2.6	No. of dwelling units		

PART III – LAND DETAILS

TO BE FILLED IN BY THE APPLICANT							FOR OFFICE USE ONLY
3.1 Land Details							View of the Authorised
Sl. No.	Mauza	Name of Revenue	Khata No.	Plot No.	Area (in acres /	Kisam	Remarks
						If mutation not done, then details of sale deed	Area under Possession (in

² Authorised Officer – An official of the Authority who has been authorised to check and certify such details

FORM - I

Permission for Development

Annexure-A

(Name of the Authority) COMMON APPLICATION FORM

To be filled by the applicant:

Date of application _____

Address of the Project: 1. Revenue Village _____

2. Tehsil/ULB Name _____

Location of the Project: 1. Latitude _____ 2. Longitude _____

For Office Use:

1. File No. _____

2. Date _____

3. Details of Payment: Amount _____ Challan No. _____ Date _____

4. Signature of the Receiving Officer _____

PART I: GENERAL INFORMATION (TO BE FILLED IN BY THE APPLICANT)

1.1 Details of the Applicant

Sl. No.	Name	Postal Address	Contact No. (Mobile No.)	Email Address	Registration Number / License Number along with date of issue	Valid up to	Enclosed ID Proof

1.2 Details of the Land Owner

Sl. No.	Name of the land Owner(s)	Relationship with Recorded Tenants (Khatadars)	Postal Address	Contact No. (Mobile No.)	Email Address	ID Proof

1.3 Details of Recorded Tenants (as per RoR)

Sl. No.	Name of the Recorded Tenant ¹	Postal Address	Contact No. (Mobile No.)	Email Address	ID Proof

1.4 Details of General Power of Attorney (GPA) holders, if any

Sl. No.	Name of the GPA Holder	Postal Address	Relationship with the land owner(s)	No.	Date	Valid up to (date)	Contact No. (Mobile No.)	Email Address	ID Proof

1.5 Details of Technical Persons including Architects, structural engineers etc.

Sl. No.	Category of	Name	Postal	Contact	Email	Details of the	No. and Date of	Valid Up to	ID Proof

¹If the recorded tenant is not alive then details of legal heirs should be mentioned in other columns such as : postal address, contact no. etc.

FORM-II

Application for Occupancy Certificate

By Speed Post

File No.Development Authority

Application No:

(to be generated by CSC)

A. Applicant Particulars

1.Circle No:	
2.Name of the Applicant	
3.Father's /Husband Name	
4. Postal Address of the applicant	
5.Contact	

B. Building details

Book No. &SI No.	
Name of the applicant	
Site address	
Permit No:	
File No	
No. of floors permitted	
No. of floors constructed	
Total Built up area constructed in sqmt	
Building completion certificate issued by the licensed Engineer /Architect	Yes/No
Photographs of building enclosed	Yes/No
Copy of sanctioned plan enclosed	Yes/No
Address for correspondence with phone No:	

Applicant Undertaking

I hereby declare that all the information mentioned above is true to my Knowledge. In case of any discrepancies if arises I will be held responsible .Hence I request you to Issue Occupancy certificate.

Date :

Applicant's signature:

List of Enclosure

1. Building completion certificate
2. Photograph of building
3. Sanctioned plan
4. Compliance certificate to special condition while sanctioning building plan.

Office Use Only

I have verified that the enclosure and the application qualify for further processing.

.....Authority

E.4. Notification for establishing a dedicated conflict resolution mechanism for land and construction permits

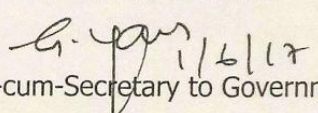
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12488 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Revenue Divisional Commissioner, Northern Division as the officer to whom appeals against the orders of the Rourkela Development Authority, Sambalpur Development Authority and Talcher Angul Meramandali Development Authority passed under sections 16 or 17 and sub-section(1) of section 91 of the said Act, shall be preferred.

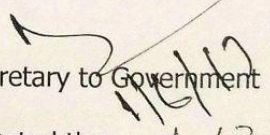
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12489 / HUD, Bhubaneswar, Dated the 1.6.17

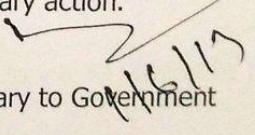
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 100 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12490 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.

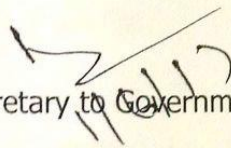

Deputy Secretary to Government

Memo No. 12491 / HUD, Bhubaneswar, Dated, the 1.6.17

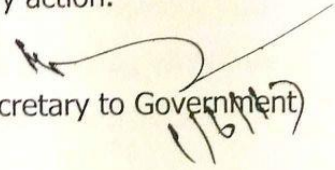
Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur/ R.D.C.(SD),

P.T.O.

Berhampur/ All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar/ P.S to Hon'ble Minister, Urban Development / P.S to Commissioner-cum-Secretary to Govt., Housing & Urban Development Department/ P.S to Special Secretary to Govt., Housing & Urban Development Department for information and necessary action.


Deputy Secretary to Government

Memo No. 12492 / HUD, Bhubaneswar, Dated the 1.6.12
Copy forwarded to all sections of the Housing & Urban Development Department / T.P. Section (20 spare copies) of the Housing & Urban Development Department for information and necessary action.


Deputy Secretary to Government

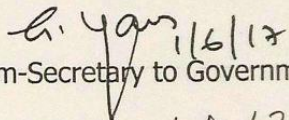
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12493 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Commissioner-cum-Secretary to Government, Housing and Urban Development Department as the officer to whom appeals against the orders of the Bhubaneswar Development Authority passed under sections 16 or 17 and sub-section (1) of section 91 of the said Act, shall be preferred.

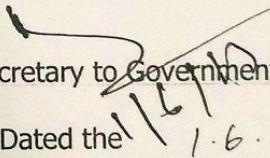
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12494 / HUD, Bhubaneswar, Dated the 1.6.17

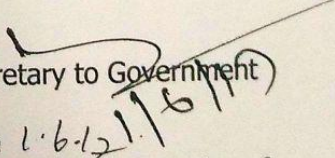
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 50 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12495 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/ the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12496 / HUD, Bhubaneswar, Dated, the 1.6.17
Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur / R.D.C.(SD), Berhampur / All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar / P.S to Hon'ble Minister, Urban Development / P.S to

P.T.O.

Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government

Memo No. 12497 / HUD, Bhubaneswar, Dated the 11/6/17 1.6.17

Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government

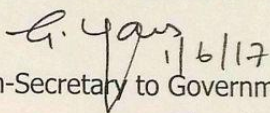
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12502 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Special Secretary to Government, Housing and Urban Development Department as the officer to whom appeals against the orders of the Cuttack Development Authority, Puri Konark Development Authority, Kalinga Nagar Development Authority and Paradeep Development Authority passed under sections 16 or 17 and sub-section (1) of section 91 of the said Act, shall be preferred.

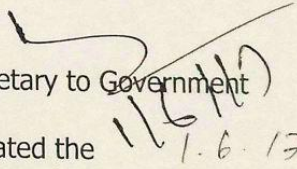
By order of the Governor


Commissioner-cum-Secretary to Government

Memo No. 12503 / HUD, Bhubaneswar, Dated the 1.6.17

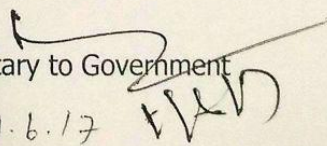
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 100 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12504 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12505 / HUD, Bhubaneswar, Dated, the 1.6.17

Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur / R.D.C.(SD), Berhampur / All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa, Bhubaneswar / P.S to Hon'ble Minister, Urban Development / P.S to

P.T.O.

Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government

Memo No. 12506 / HUD, Bhubaneswar, Dated the 11/6/17 1.6.17
Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government

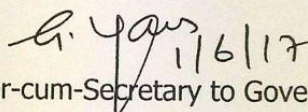
GOVERNMENT OF ODISHA
HOUSING AND URBAN DEVELOPMENT DEPARTMENT

Notification

NO. HUD-TPDev-22/2016 12507 / HUD, Bhubaneswar, Dated the 1.6.17

In exercise of the powers conferred by sub-section (1) of section 18 and sub-section (2) of section 91 of the Odisha Development Authorities Act, 1982 (Odisha Act 14 of 1982), the State Government do hereby appoint the Revenue Divisional Commissioner, Southern Division as the officer to whom appeals against the orders of the Berhampur Development Authority passed under sections 16 or 17 and sub-section (1) section 91 of the said Act, shall be preferred.

By order of the Governor

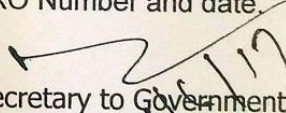

11/6/17

Commissioner-cum-Secretary to Government

Memo No. 12508 / HUD, Bhubaneswar, Dated the 1.6.17

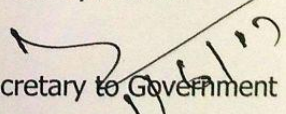
Copy forwarded to the Gazette Cell, Odisha Secretariat, C/o Commerce Department, Bhubaneswar with a request to publish this Notification in an extra ordinary issue of the Odisha Gazette on or before 03.06.2017 and supply 100 spare copies to this Department.

The Notification is statutory and will bear SRO Number and date.


Deputy Secretary to Government

Memo No. 12509 / HUD, Bhubaneswar, Dated the 1.6.17

Copy forwarded to the Vice Chairman, all Development Authorities/ Municipal Commissioner, all Municipal Corporations/the Secretary, all Regional Improvement Trusts/ all Special Planning Authorities/ the Executive Officer, all Urban Local Bodies of the State for information and necessary action.


Deputy Secretary to Government

Memo No. 12510 / HUD, Bhubaneswar, Dated, the 1.6.17

Copy forwarded to All Departments of Govt. / All Heads of Departments/ R.D.C (CD), Cuttack / R.D.C. (ND), Sambalpur/ R.D.C.(SD),

P.T.O.

Berhampur/ All Collectors, / All A.D.Ms / IGR(O), Cuttack/ D.T.P, Orissa,
Bhubaneswar/ P.S to Hon'ble Minister, Urban Development / P.S to
Commissioner-cum-Secretary to Govt., Housing & Urban Development
Department/ P.S to Special Secretary to Govt., Housing & Urban Development
Department for information and necessary action.

Deputy Secretary to Government
11/6/17

Memo No. 12511 / HUD, Bhubaneswar, Dated the 1.6.17
Copy forwarded to all sections of the Housing & Urban Development
Department / T.P. Section (20 spare copies) of the Housing & Urban
Development Department for information and necessary action.

Deputy Secretary to Government
11/6/17

F.Industries Department

F.1. Resolution with clear timelines for investor grievances

**Government of Odisha
Industries Department**

RESOLUTION

Bhubaneswar, dated the 18.06.2015.

No.XV-HI-85/2015 3937 /I., In order to ensure redressal of issues faced by Industrial Units on priority and in a time bound manner, it is felt necessary to set up an online project monitoring mechanism. After careful consideration, Government have been pleased to constitute a State Project Monitoring Group to redress the issues of the projects entailing an investment above Rs.50 Crores through an online platform. The State Project Monitoring Group (SPMG) shall consist of the following members.

- | | |
|--|-------------------|
| 1. Chief Secretary | : Chairman |
| 2. D.C.-cum-ACS | : Member |
| 3. A.C.S., Forest & Environment Department | : Member |
| 4. Principal Secretary to Government, Energy Department | : Member |
| 5. Principal Secretary to Government, Steel & Mines Department | : Member |
| 6. Principal Secretary to Government, Revenue & D.M. Department | : Member |
| 7. Principal Secretary to Government, Water Resources Department | : Member |
| 8. Principal Secretary to Government, Industries Department | : Member |
| 9. EIC-cum-Secretary, Works Department | : Member |
| 11. Special Secretary (PPP & PM), P & C Department | : Member |
| 12. Principal Chief Conservator of Forests | : Member |
| 13. Member Secretary, OSPCB | : Member |
| 14. Chairman-cum-Managing Director, IDCO | : Member |
| 15. Chairman-cum-Managing Director, IPICOL | : Member-Convenor |
| 16. Any other member to be co-opted as per requirement | |

The State Project Monitoring Group shall meet every month or at any time as required by the Chairman. The "e-CCI, Projects Management System" adopted in the State since 2014 shall function for the purpose to assist the State Project Monitoring Group.

2. Similarly, the issues of the project proponent under MSME Sector with investment up to Rs.50 crores shall be resolved through a committee under the Chairmanship of Secretary, MSME Department with the following members.

- | | |
|---|-------------------|
| 1. Secretary, MSME Department | : Chairman |
| 2. Director of Industries, Odisha | : Member Convenor |
| 3. G.M., DICs/ RICs, concerned. | : Member |
| 4. Representative of Water Resources Department | : Member |

P.T.O.

5. Representative of Energy Department : Member
6. Representative of Directorate of Factories & Boilers : Member
7. Representative of Odisha State Pollution Control Board : Member
8. Representative of IDCO : Member
9. Representative of IPICOL : Member
10. Managing Director, OSFC : Member
11. Any other member to be co-opted as per requirement

The committee shall meet every month or at any time as required by the Chairman. For faster redressal of the issues of the Projects, an online Projects Management System shall be set up at Director of Industries, Odisha to assist the above committee.

3. The Grievances/ issues of the project proponents shall be addressed within a time limit of 45 days by the above committees.

ORDER: Ordered that the Resolution be published in next issue of the extra ordinary gazette and copy thereof be forwarded to all Departments of Government, all Heads of Department and Accountant General (A&E), Odisha, Bhubaneswar.

By order of Governor

Principal Secretary to Government

Memo No. 3938 /I., BBSR, dated the 18.06.2015.

Copy forwarded to the Director of Printing, Stationary and Publication, Odisha with the request to kindly publish the Resolution in the extra ordinary issue of the Odisha Gazette and supply 100 copies to this Department immediately.

Joint Secretary to Government

Memo No. 3939 /I., BBSR, dated the 18.06.2015.

Copy forwarded to the Heads of Portal Group, IT Centre, Odisha Secretariat for information and necessary action.

He/She is requested to launch this Resolution in the website of Industries Department.

Joint Secretary to Government.

Memo No. 3940 /I., BBSR, dated the 18.06.2015.


Copy forwarded to All Departments/ All Heads of Departments/ All Revenue Divisional Commissioners/ All Districts/ Regional Industries centres/ All Public Sector Undertakings for information.

Joint Secretary to Government

- : 3 : -

Memo No. 3941 /I., BBSR, dated the 18.06.2015.

Copy forwarded to Additional Chief Secretary to Chief Minister/P.S. to All Ministers/P.S. to Chief Secretary, Odisha/P.S. to Development Commissioner-cum-Additional Chief Secretary, Odisha/OSD to Principal Secretary, Industries Department for kind information of Hon'ble Chief Minister, Odisha/Hon'ble Ministers/Chief Secretary, Odisha/D.C.-cum-ACS., Odisha and Principal Secretary to Government, Industries Department.

Memo No. 3942 /I., BBSR, dated the 18.06.2015.  17/06/2015
Joint Secretary to Government.

Copy to all Sections of Industries Department/ Guard File (10 copies) for information.

 17/06/2015
Joint Secretary to Government

G. Labour and ESI Department

G.1. Resolution for Voluntary Compliance Scheme

GOVERNMENT OF ODISHA
LABOUR & ESI DEPARTMENT

RESOLUTION

Bhubaneswar dated the 30th May, 2015

LL-II-FM-15/2015-4870/LESI, After careful consideration, the Government of Odisha is pleased to introduce a "Voluntary Compliance Scheme for Industries & Commercial Establishments" which seeks to simplify the processes involved in implementation of labour laws while ensuring a more effective system for compliance with labour statutes.

This scheme will be implemented through the Labour & ESI Department and will apply to the various labour laws being implemented by the office of the Labour Commissioner, Odisha and its subordinate offices. This scheme aims to facilitate employers to comply with the provisions of the various labour statutes while protecting the interest of workers to create a harmonious relationship between employers, workers and the labour administration.

A. DETAILS OF THE SCHEME

1. This scheme will be applicable to all factories, shops, commercial establishments, motor transport establishments and other industrial establishments, except hazardous factories/establishments.
2. Any entrepreneur or employer will be free to join this scheme, on a voluntary basis.
3. This scheme will cover inspections and compliances under the following Acts and their related Rules:
 - (i) The Contract Labour (Regulation and Abolition) Act, 1970 and Rules, 1975.
 - (ii) The Equal Remuneration Act, 1976.
 - (iii) The Industrial Disputes Act, 1947
 - (iv) The Inter State Migrant Workmen (Regulation of Employment and Condition of Service) Act 1979 and Rules 1980.
 - (v) The Labour Laws (Exemption from Furnishing Returns and Maintaining Registers by Certain Establishment) Act, 1988.
 - (vi) The Maternity Benefit Act, 1961 and Rules 1966.
 - (vii) The Minimum Wages Act, 1948 and Rules 1954.
 - (viii) The Motor Transport Workers Act, 1961 and Rules 1966

- (ix) The Industrial Employment (Standing Order) Act, 1946.
- (x) The Orissa Shops and Commercial Establishment Act, 1956 and Rules, 1958.
- (xi) The Payment of Bonus Act, 1965 and Rules 1975.
- (xii) The Payment of Gratuity Act, 1972 and Rules 1974.
- (xiii) The Payment of Wages Act, 1936 and Rules 1936.
- (xiv) The Sales Promotion Employees (Condition of Service) Act and Rules, 1976.
- (xv) The Orissa Industrial Establishment (National Festival) Holidays Act, 1969.
- (xvi) The Building and other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 (Central Act) and Rules, 2002.
- (xvii) The Beedi and Cigar Workers (Condition of Employment) Act, 1966 and Rules, 1969.
- (xviii) The Working Journalists (condition of Service) and Miscellaneous Provision Act, 1955.

4. The designated authority for this scheme will be the Labour Commissioner, Odisha or any other officer authorized by the Government in Labour & ESI Department for this purpose

5. Procedure for joining the Scheme:-

- a) Any employer/entrepreneur desiring to opt for this Scheme should apply to the Labour Commissioner, Odisha/designated authority with a copy to the concerned District Labour Officer of the district in the prescribed **Form-I** along with a declaration in shape of affidavit as prescribed in **Form-II**. Any discrepancies in the application or enclosure shall be communicated to the applicant within 30 days from the receipt of the application in the office of the Labour Commissioner/ designated authority. In case no discrepancy is so communicated, the applicant shall be deemed to have been enrolled under the Scheme.
- b) There is no fixed time limit to join with the Scheme. In other words, any employer can opt to join the Scheme at any time.
- c) The employer/entrepreneur joining the Scheme will have to submit a combined annual return in the prescribed **Form-III** for every calendar year, on or before the 1st of February of the succeeding year to the Labour Commissioner, Odisha/designated authority,

with a copy to the District Labour Officer of the concerned district. If the return is not filed within the time-limit, a reminder will be sent to employer/entrepreneur through SMS / Email / written information and 15 days extra time will be given for filing the return.

- d) The employers/entrepreneur will have to maintain the registers prescribed under different labour laws and the same should be made available at the time of inspection.

6. Inspection of the establishments joining the Scheme:-

- a) Industries / establishments covered under the Scheme will be inspected once in 3 years after giving them prior information. The selection of 30% of industries/establishments under the scheme for inspection every year would be done on random basis by the Labour Commissioner/ designated authority. The inspection conducted will be a combined inspection covering all applicable labour laws. The industries / establishments where shortcomings are noticed will be given notice to rectify the shortcomings identified within a given time-limit. If after such notice, the employer/entrepreneur fails to rectify the shortcomings, necessary legal action will be taken under the relevant labour laws.
- b) If any complaint is filed or information received about violation of labour laws by an industry/establishment covered under this Scheme, then decision will be taken at the level of the Labour Commissioner/ designated authority for additional inspection. In such cases, it will be decided by the Labour Commissioner/ designated authority as to whether such inspection will be conducted by giving prior information or not, considering the subject matter of complaint.

7. Benefits for those establishments that prepare option of voluntary compliance scheme:-

The industries/establishments covered under this Scheme will be inspected once in 3 years and will be exempted from excess inspections under various labour laws. The inspection will be conducted with prior intimation and the purpose of the inspection will be to provide guidance to the industry/establishment to comply with the provisions of the law.

8. Options of quitting the Scheme :-

- (i) If any entrepreneur or employer wants to quit the Scheme, he can do so at any time by giving one month's prior notice.
- (ii) If the compliance to a report of inspection process is pending against any industry/establishment within the time period of the Scheme or if the investigation of a complaint is pending or in process against the said industry/establishment, then the Scheme for that industry/establishment will remain suspended till submission of the compliance report satisfactorily and/or completion of the investigation of the complaint, as the case may be.

9. Penalty for submitting false information or violating the provision of the scheme:-

If it is detected that any employer/entrepreneur submitted false information in the Forms>Returns filed by him, or it is found during the course of inspection that false entries have been intentionally made in the prescribed records/registers, then necessary legal action shall be taken against such employers/entrepreneurs under the provisions of law.

10. Miscellaneous:-

- a) The entrepreneur/employer completing 3 years successfully under the Scheme will have the option to quit the Scheme or renew it for the next 3 years.
- b) The date on which the application form is submitted by the employer, will be considered as the date of commencement of the term of the Scheme. In case there is any discrepancy pointed out by the Labour Commissioner/ designated authority, the Scheme will be applicable from the date on which the approval to the revised application is given by the Labour Commissioner/ designated authority
- c) The application for joining the Scheme along with declaration can be prepared by following officers:-
 - (i) In case of a single employer / proprietorship establishment, the employer / proprietor himself.
 - (ii) Any partner of a partnership firm or the Manager.
 - (iii) Authorized Director or Managing Director of a Company.
 - (iv) Occupier or Manager of a Factory.

This resolution shall come into effect from the date of publication in the Odisha Gazette.

ORDER: Ordered that the resolution be published in Odisha Gazette and copies thereof be forwarded to all concerned.

Enclosures: Forms- **I,II and III**

By order of the Governor



Principal Secretary to Government

Memo No.4871/LESI, dated the 30th May, 2015

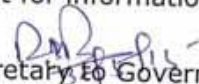
Copy forwarded to the Gazette Cell in charge, Odisha gazette Cell, C/o- Commerce Department, Odisha Secretariat, Bhubaneswar with a request to publish the above Resolution in the next issue of the Odisha Gazette and supply 100 printed copies thereof to this Department.



Under Secretary to Government

Memo No. 4872/LESI, dated the 30th May, 2015

Copy forwarded to all Departments of Government for information and necessary action.



Under Secretary to Government

Memo No.4873/LESI, dated the 30th May, 2015

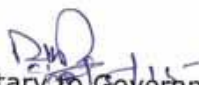
Copy forwarded to P.S to Hon'ble Minister, Steel & Mines and Labour & ESI / Pr. P.S to Principal Secretary to Govt., Labour & ESI Department / All Heads of Department under the control of Labour & ESI Department / All Officers / All Sections of Labour & ESI Department for information and necessary action.



Under Secretary to Government

Memo No.4874/LESI, dated the 30th May, 2015

Copy forwarded to State Head Portal, IT Centre, Secretariat Building, Bhubaneswar for information and necessary action. He is requested to upload the said Resolution in this Department Website.



Under Secretary to Government

***G.2. Resolution for Self-certification Scheme
under Factories Act***

GOVERNMENT OF ODISHA
LABOUR & ESI DEPARTMENT

RESOLUTION

Bhubaneswar, dated the 30.3.2016

No.LL-II-FM-13/2015/ 2577 /LESI. After careful consideration, the Government of Odisha is pleased to introduce a “**Self Certification Scheme**” for the factories established in the State for “**Ease of Doing Business**”.

1. **Objective:-** This Scheme aims at making the occupier conscious and truthful as a law abiding person willing to take care of the interest of the workers by complying with the provisions of the Factories Act, 1948.
2. **Applicability:-** This Self Certification Scheme shall be valid for all the factories coming under the Factories Act, 1948 and Rules made thereunder, except the factories covered under Section 2 (cb) and Section 87 of the Factories Act, 1948 and Rules framed thereunder and factories classified as MAH category as per The Orissa Factories (Control of Major Accident Hazard) Rules, 2001.
3. **Procedure for joining the Scheme:-** The scheme will be optional and the occupier of any factory intending to adopt this scheme shall apply in duplicate to the Director of Factories and Boilers, Odisha with a copy to the Deputy Director, Factories & Boilers of concerned Division and also to the Asst. Director of Factories and Boilers of the concerned zone in the proforma in **Form-I** along with the documents in detail. The occupier is also required to produce an Affidavit in the format in **Form-II**. Any discrepancy in the application or enclosures shall be communicated to the applicant within 30 days from the date of receipt of the application in the office of the Directorate of Factories and Boilers.

If no discrepancy is so communicated, the applicant shall be deemed to have been enrolled under the Self-Certification Scheme.

4. Filing of Return:- After being enrolled under the Self Certification Scheme, the concerned occupier shall file the Self-Certification Return in the prescribed Proforma in **Form-III** in duplicate to the Director, Factories & Boilers. The return shall be filed on any working day between 15th January to 15th February every year commencing with the succeeding year till expiry of the Scheme.

5. Validity of the Scheme:- The Scheme shall be valid till it is withdrawn or cancelled. The occupier shall file combined Annual Return in Form 21 of the Odisha Factories Rules, 1950 during the validity of Scheme. In the event of any fatal accident, the validity of the scheme will automatically cease to continue and the Occupier has to apply afresh to the authorities to join the scheme.

6. Option for quitting the Scheme:- If any occupier wants to quit the Scheme, he can do so at any time by giving one month's prior notice.

7. Penalty for submitting false information or violating the provision of the scheme:- If it comes to notice of Director, Factories and Boilers that the applicant has given false declaration or found not complying with provisions of the statute, legal action shall be initiated against the occupier and manager of the factory as per the provisions of Factories Act, 1948.

8. Inspection Procedure:- Twenty percent (20%) of the factories so covered under the "Self Certification Scheme" shall be selected at random for inspection once in a year to verify proper implementation of the provisions of Factories Act and rules made thereunder. However, in case of any accident or dangerous occurrence or specific complaint, inspection shall be carried out as per the provisions of Law.

This Resolution shall come into effect from the date of publication in the Odisha Gazette.

ORDER:

Ordered that the resolution be published in Odisha Gazette and copies thereof be forwarded to all concerned.

Enclosures:

Forms-I, II & III.

By order of the Governor

G. Srinivas

Principal Secretary to Government


Memo No. 2578 /LESI., dated the 30.3.2016

Copy forwarded to the Gazette Cell in charge, Odisha Gazette Cell, C/o- Commerce Department, Odisha Secretariat, Bhubaneswar with a request to publish the above Resolution in the next issue of the Odisha Gazette and supply 50 printed copies thereof to this Department.


Under Secretary to Government

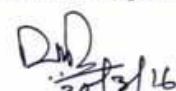
Memo No. 2579^{cyo} /LESI., dated the 30.3.2016

Copy forwarded to all Departments of Government for information and necessary action.


Under Secretary to Government


Memo No. 2580^{cyo} /LESI., dated the 30.3.2016

Copy forwarded to P.S. to Hon'ble Minister, Steel & Mines and Labour & ESI / Pr. P.S. to Principal Secretary to Government, Labour and ESI Department / All Heads of Department under the control of Labour & ESI Department / All Officers / All Sections of Labour & ESI Department for information and necessary action.


Under Secretary to Government

Memo No. 2581 /LESI., dated the 30.3.2016

Copy forwarded to State Head Portal, IT Centre, Secretariat Building, Bhubaneswar for information and necessary action. He is requested to upload the said Resolution in this Department Website.


Under Secretary to Government

Self Certification Scheme

APPLICATION FORM

To

The Director, Factories & Boilers,
Odisha, Bhubaneswar.

Subject:- Application to join under Self Certification Scheme.

Sir,

With reference to Resolution No..... dt. of Labour & ESI
Department, I / We apply to join under the Self Certification Scheme. The Details of
our establishment are as follows:-

- (i) Name, Designation & Address of the Owner. :
- (ii) Name and Address of the Factory :
- (iii) License No. issued by Director, Factories & Boilers. :
- (iv) Name and Present Address of the occupier :
- (v) Name and present address of the Factory Manager :
- (vi) Nature of the Factory (MAH / Hazardous / Non-hazardous) :
- (vii) No. of workers employed (regular, contractual and casual). :
- (viii) Details of product of the factory :

I / We have read and understood all provisions of the scheme. I / We
undertake to comply fully with the provisions of the scheme. I / We declare that the
information furnished above are true to the best of my / our knowledge and belief.

Place:

Date:

Signature of Occupier
(Name in Block Letter)

FORM - II

AFFIDAVIT

(To be filled by the Owner / Occupier / Manager on a Non judicial Stamp Paper of Rs.20/-)

I/We _____ Son/Daughter of Shri _____
_____ Resident of _____
and Occupier of M/s _____ do hereby solemnly affirm
as under :

1. That, I/We have applied and given consent to be enrolled our factory by the name of M/s. _____ situated at (Complete address of the factory) _____ under Self Certification Scheme as per the Resolution No. _____ / Dated _____ of Labour & ESI Department, Government of Odisha.
2. That, I/We have gone through the scheme and have fully understood the contents of the scheme and undertake to abide by the same.
3. That, I/We are complying and will continue to comply with all provisions of Factories Act, 1948.
4. That, I/We will intimate the Director, Factories & Boilers in advance in the event of any addition or alteration in plant, process, equipment and machinery / manpower or installed power / change in ownership and obtain prior approval from the competent authority
5. That I / we will be liable for penal action prescribed under provisions of Factories Act, 1948 for violation of provisions in the statutes and for submitting false declaration.

Deponent

Place
Date

VERIFICATION

I / We the above named deponent declare on oath that the statement made above and the information furnished in my application are true to the best of my / our knowledge and belief.

Deponent

FORM-III

Return under Self Certification Scheme.

Assessment Year

1.	Name & Designation of the Applicant	
2.	Name & address of the Factory	
3.	Licence No. issued by DF&B(O) [the manpower & installed power as per licence also to be mentioned]	
4.	Name & present address of the Occupier	
5.	Name & present address the Factory Manager	
6.	Details of raw materials (List to be submitted)	
7.	Details of finished products	
8.	Maximum quantity of hazardous chemicals/ substances, stored/ used/ generated	
9.	Nature of Factory (MAH / Hazardous / Non-hazardous)	
10.	Whether involves any dangerous operation under Sec.87 of Factories Act, 1948. If yes the detail of operation.	
11.	Total No. of workers employed during the year (regular, contractor & casual workers to be submitted in separate sheet)	
12.	Actual installed power in KW	
13.	Whether plans of all buildings/ structures have been approved. If so, mention the No. & date of last approval of building plans of the factory. If not, state the portions which have not been approved.	
14.	Total no. of latrines and urinals	
15.	Total no. of washing place along with their locations for female & male worker separately.	
16.	Total no. of fire extinguishers provided with locations	
17.	Total no. of fire hydrant landing valves with location	
18.	Total no. of first-aid boxes, and Total no. of trained first aiders (list with names to be attached)	
19.	Total no. of Safety Officers engaged. (Their names, qualification and modality of functioning to be attached)	
20.	Total no. of Welfare Officers (if applicable) (Their names, qualification and modality of functioning to be attached)	

21.	Whether Ambulance room is provided or not and the appliances are kept as per statute .	
22.	Whether ambulance van is provided or not.	
23.	Whether rest room is provided or not.	
24.	Whether canteen is provided or not with basic amenities as per statute.	
25.	Whether notice of period of work is exhibited or not and if yes, their location.	
26.	No. of personal protective equipments like shoes, helmet, aprons, face shields etc. issued to workers as per their work site.	
27.	State, whether health check up for workers has been carried out or not as per statute. Give year-wise no. of workers medically examined.	
28.	State whether safety permit system is adopted or not.	
29.	Total no. of safety committee meetings convened during the last calendar year.	
30.	Whether up-to-date On-site emergency plan is approved/ accepted by the competent authority or not. if yes, mention the no. of mock drills conducted so far. If not its present status.	
31.	Whether safety audit is undertaken or not if yes, copy of the Internal and External Safety Audit Report to be submitted.	
32.	Whether register of adult workers is maintained or not	
33.	Whether register of leave with wages is maintained or not	
34.	Whether leave books are issued to each regular, Contractual and casual workers or not	
35.	Whether over time register is maintained or not	
36.	Whether overtime wages are paid as per Factories Act or not.	
37.	Whether overtime slips are issued to all the regular, casual and contractual workers or not	
38.	Whether register of accidents and dangerous occurrences are maintained or not	
39.	Whether all the reportable accidents are investigated by the management and preventive measures taken including near miss accidents.	
40.	Whether register of compensatory holidays maintained or not	
41.	Whether periodical fire Mock drills are conducted and recorded or not. If yes no of drills conducted.	
42.	Whether cautionary notices where ever required are displayed or not at prime locations	
43.	Whether written statement of general policy with respect to health and safety of workers is prepared and followed. If yes, details to be submitted.	

44.	The present status of detection of occupational disease	
45.	No. of in house Training programme conducted during the last calendar year.	
46.	Whether National Safety Day Observed by the management.	
47.	Total manpower deployed : from the state / outside the state.	

I/We do hereby declare that the information given above are true and correct.

Place:

Date :

Signature of the Occupier
with address and official seal

G.3. Notification for third party certification of Boilers

* * *

NOTIFICATION

Bhubaneswar, dated 30th May 2015

LL-II-FM-17/2014 (Pt.) 4879/LESI. In exercise of the powers conferred by sub-section (3) of section 34 of the Boilers Act, 1923(5 of 1923), the State Government, having regard to material, design or construction of boilers and in view of the need of rapid industrialization of the State is satisfied that it is necessary so to do, hereby exempts all Boilers and Boiler Components, steam pipes and feed pipes in the whole of the State from the operation of the provision of sub-sections (2), (3) and (5) of section 7, sub-section (5) of section 8, section 9, sub-section (1) of section 10, section 12 and section 13 of the said Act subject to following conditions namely :-

1. (a) The inspection of the boiler and the boiler components and verification of addition and alteration as per the provisions of the said Act, Rules and Regulations framed thereunder, shall be carried out every year by any 'Competent Person' as defined under clause (cb) of section 2 of the Boilers Act, 1923 and recognised as such by Central Boilers Board (Department of Industrial Policy and Promotion) from time to time under regulation 4J of the Indian Boiler Regulations, 1950.
- (b) The Competent Person shall follow the instructions and guidelines issued by the Director of Factories and Boilers and be liable for any act of omission or commission against the provisions of the said Act, Rules and Regulations framed thereunder.
- (c) The Competent Person shall submit records of inspection carried out by them to the Director of Factories and Boilers, concerned Zonal Asst. Director of Factories and Boilers and to the owner of the boiler within fifteen days of carrying out the inspection and also in the Government Website. The extracts of inspection notes shall be entered in the Inspection Book by the Competent Person.

Person every month for scrutiny with copy to the Director of Factories and Boilers, Odisha for information.

- (e) Working pressure of the boiler shall not exceed to that as specified in the last certificate issued under the provisions of the said Act, Rules and Regulations framed thereunder.
 - (f) If any accident occurs to the boiler or boiler component during the use, then, the use of the boiler shall be stopped forthwith and the concerned Zonal Asst. Director of Factories and Boilers as well as the Director of Factories and Boilers, Odisha shall be informed as per the provisions of the said Act, Rules and Regulations framed thereunder.
 - (g) The boiler shall be attended to and manned by required number(s) of certified Boiler Operation Engineer(s) and / or Boiler Attendant(s) as per the provisions of the said Act, Rules and Regulations framed thereunder.
 - (h) This notification shall be applicable to such boiler and boiler components having the safeguard system for protection against over pressure, low water level, flame failure etc. for prevention of accidents of boilers as per the provisions of the said Act, Rules and Regulations framed thereunder and the provisions of these safeguards shall have to be certified by the owner of the boiler and the Competent Person.
- 2. The owner of the boiler shall get the boiler inspected either by the existing Inspector of Boilers or by the Competent Person.
 - 3. The Director of Factories & Boilers / Joint Director of Factories & Boilers / Deputy Director of Factories & Boilers / Assistant Director of Factories & Boilers appointed by the State Government to act as Inspector under the Boilers Act, 1923 shall cross-check at least 5 % of the boiler plants inspected by the Competent Person. In case of any lapse or deviation observed at any time during such inspection, the concerned defaulting Competent Person shall be proceeded upon with due process of law.

By order of the Governor



Principal Secretary to Government

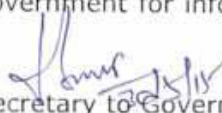
Memo No. 4880 /LESI, Bhubaneswar dated the 30th may, 2015

Copy forwarded to Odisha Gazette Cell, Commerce Department with a request to publish the said Notification in extra-ordinary Odisha Gazette and furnish one hundred (100) spare copies of the said notification to this Department for official use.


Joint Secretary to Government

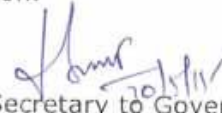
Memo No. 4881 /LESI, Bhubaneswar dated the 30th may, 2015

Copy forwarded to All Departments of Government for information & necessary action.


Joint Secretary to Government

Memo No. 4882 /LESI, Bhubaneswar dated the 30th may, 2015


Copy forwarded to P.S to Hon'ble Minister, Steel & Mines and Labour & ESI / Principal P.S. to Principal Secretary to Govt. Labour & ESI Department / All Heads of Department under the administrative control of Labour & ESI Department / All Officers / All Sections of Labour & ESI Department for information and necessary action.


Joint Secretary to Government

Memo No. 4883 /LESI, Bhubaneswar dated the 30th may, 2015

Copy forwarded to the Head, State Portal Group, IT Centre, Odisha Secretariat for information and necessary action.

He is requested to upload this Notification in Department website.


Joint Secretary to Government

G.4. Notification for renewal of Factory License for a duration of ten years

GOVERNMENT OF ODISHA
LABOUR & ESI DEPARTMENT

NOTIFICATION

Bhubaneswar, dated the 29th April, 2016

No. LL-II-FM-11/15 3372 /LESI, Whereas the draft of certain rules, further to amend the Odisha Factories Rules, 1950, was published as required by section 115 of the Factories Act, 1948 (63 of 1948) in the extra ordinary issue No.53 of the Odisha Gazette, dated the 2nd January, 2016 under the notification of the Government of Odisha in the Labour and ESI Department No. 10824, dated the 23rd December, 2015 inviting objections and suggestions from all persons likely to be affected thereby till the expiry of a period of forty-five days from the date of publication of the said notification in the Odisha Gazette.

And whereas, the objections and suggestions received within the specific period of 45 days in respect of said draft have been duly considered by the State Government.

Now, therefore, in exercise of the powers conferred by section 112 of the said Act, the State Government do hereby make the following rules further to amend the Odisha Factories Rules, 1950, namely :-

- 1.(1) These rules may be called the Odisha Factories (Amendment) Rules, 2016.
- (2) They shall come into force on the date of their publication in the Odisha Gazette.
2. In the said rules, in rule 7, for sub-rule (4), the following sub- rule shall be substituted, namely:-

"(4) The occupier shall have the option to apply for renewal of license by the Chief Inspector in form 4-A for a term of five consecutive calendar years or ten consecutive calendar years with five times of usual license fee or ten times of usual license fee in vogue respectively, and the occupier is not required to pay the differential fee, if any, in the event of revision of fee during the said five years or ten years period, as the case may be."

By order of the Governor

G. Srinivas

Principal Secretary to Government

Memo No. 3373 /LESI, Bhubaneswar, dated the 29th April, 2016

Copy forwarded to the Gazette Cell In-charge, Odisha Gazette Cell, C/o: Commerce Department, Odisha, Secretariat, Bhubaneswar with a request to publish the said notification in an extra ordinary issue of Odisha Gazette and supply 100 (one hundred) copies of the same to this Department.


Additional Secretary to Government


Memo No. 3374^{CM)} /LESI, Bhubaneswar, dated the 29th April, 2016

Copy forwarded to All Departments of Government for information and necessary action.


Additional Secretary to Government

Memo No. 3375^{CS)} /LESI, Bhubaneswar, dated the 29th April, 2016

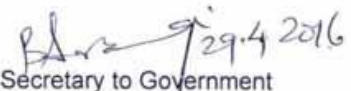
Copy forwarded to P.S. to Hon'ble Minister, Labour & ESI / Principal P.S. to Principal Secretary to Govt. Labour & ESI Department / All Heads of Department under the administrative control of Labour & ESI Department / All Officers / All Sections and Cells of Labour & ESI Department for information and necessary action.


Additional Secretary to Government

Memo No. 3376 /LESI, Bhubaneswar, dated the 29th April, 2016

Copy forwarded to the Head, State Portal Group, IT Centre, Odisha Secretariat, Bhubaneswar for information and necessary action.

He is requested to upload the said notification in this Department website.


Additional Secretary to Government

***G.5. Notification for mandatory submission
of combined annual return amended under
Rule 25 of Odisha Shops and Commercial
Establishments (amended) Rules, 2009***

The Orissa Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 403, EXTRAORDINARY, PART III, 2009 CHRISTIAN L. ERA

LABOUR & EMPLOYMENT DEPARTMENT

NOTIFICATION

The 20th March 2009

No.2079-LL-4-50-50862.— Whereas draft of certain rules whether to amend the Orissa Shops and Commercial Establishments Rules, 1958 was published as required by sub-section (3) of section 42 of the Orissa Shops and Commercial Establishments Act, 1958 (Orissa Act 30 of 1958) in the extra ordinary issue No.2007 dated the 18th December, 2008 under the notification of Government of Orissa in the Labour & Employment Department No.10761- LL-4-50-508, dated the 18th December, 2008 inviting objections and suggestions from all persons likely to be affected thereby within a period of 45 (Forty-five) days from the date of publication of the said notification in the Orissa Gazette;

And whereas, no objection or suggestion has been received during the stipulated period in respect of the said draft;

Now, therefore, in exercise of the powers conferred by section 42 of the said Act the State Government do hereby make the following rules further to amend the Orissa Shops and Commercial Establishments Rules, 1958, namely :—

1. (1) These rules may be called the Orissa Shops and Commercial Establishments (Amendment) Rules, 2009.

(2) They shall come into force on the date of their publication in the Orissa Gazette.

2. In the Orissa Shops and Commercial Establishments Rules, 1958, (hereinafter referred to as the said rules), in rule 12, for sub-rule (f), the following sub-rule shall be substituted, namely:—

(f) Every Employee shall maintain Combined Register of Overtime Working and Payment in Form 12, '.

3. In the said rules, in rule 13, —
 - (i) item (7) shall be deleted;
 - (ii) in item (2), for figure '9', the figure '9' shall be substituted; and
 - (iii) for item (3), the following item shall be substituted, namely—

'(3) A Combined Master Roll-cum-Register of Shops in Form 13 retainable for three years.'
4. In the said rules, rule '22' shall be deleted.
5. In the said rules, rule '23', '24' and '25' shall respectively be read as rule '22', '23' and '24'.
6. In the said rules, rule '26' and '27' shall be deleted.
7. In the said rules, rule '28' shall be renumbered as rule '25' and for rule '27' as so renumbered, the following rule shall be substituted, namely—

'25. Every employer shall send to the Inspector the combined Annual return in Form 14 for the calendar year so as to reach him not later than the 31st March of the year next following year to which such return relates.'
8. In the said rules, rule '29' shall be renumbered as rule '26' and after rule '26' as so renumbered, the following rule shall be inserted, namely—

'27. Submission of Self Certification Undertaking— (7) The Employer/Owner/authorized executive/prescribed authority, within the ambit of section 34A, (7) (8) (14) and (15) of the Act shall submit a Self Certification Undertaking for the ensuing calendar year, in respect of their Shops and Commercial Establishments in Form 15 to the specified Authority of the area incorporating therein, the required details cum Self Certification Undertaking in duplicate before 31st December of each calendar year.

(2) In the event of any subsequent change of variation of the facts and figures incorporated in the annual self certification undertaking referred to above, it shall be mandatory / obligatory on the part of the concerned person(s) to communicate the same by way of submission of modified self certification undertaking sheet, within a months period from the date of occurrence of such change and variation to the concerned specified authority.

Provided in course of subsequent verification / check up inspection by the concerned specified Authority, if the information cum self certification undertaking including modified undertaking so furnished subsequently as the case may be,

found to be incorrect, erroneous and defective, the concerned persons shall inevitably be jointly & severally liable for violation of the provision of the sub-section (3) of the section 42 of the Act.

8. In the said rules, Form 'E', shall be deleted and Form 'F' shall be renumbered as Form 'E'.

9. In the subrules, for Form 'G', the following Form shall be substituted, namely:—

Form G
(See Rule 18 (3))

10. In the subrules, Form 'H' shall be deleted.

11. In the subrules, for Form 'I', the following Form shall be substituted, namely:—

Form I
(See Rule 21)

By order of the Governor

(A548/5425)

Commissioner cum-Secretary to Government

G.6. Notification for delegation of authority to approve plans, renew factory licenses, renew certificate of recognition of competent persons and approve steam pipeline drawings to Joint Directors

GOVERNMENT OF ODISHA/
LABOUR & ESI DEPARTMENT

NOTIFICATION

Bhubaneswar, dated the 23rd July, 2013

No.LL-II-FE-17/2013-9744 / LESI, In exercise of the powers conferred by sub-section 2-A of section 8 of the Factories Act, 1948(63 of 1948) read with sub-section(3) of Section 5 of the Boilers Act, 1923(5 of 1923) and in supersession of all previous notifications issued in this regard by the Government of Odisha in Labour and E.S.I Department, the Government do hereby assign the Joint Director of Factories and Boilers, Level-I and Joint Director of Factories and Boilers, Level-II to exercise such powers and perform such duties of the Director of Factories and Boilers under the said Act, as specified in the Schedule below within their respective jurisdiction under the general superintendence and control of the Director of Factories and Boilers, Odisha namely:-

SCHEDULE

Powers and functions

- 15765
25.7.13
- (A) Approval of plans under the Factories Act, 1948 and rules made thereunder in respect of factories employing upto 50 workers.
 - (B) Renewal of factory licences for 'one year' term under section 6(1)(b) of the Factories Act, 1948 read with rule-7 of the Odisha Factories Rules, 1950, except cases of amendment, transfer and 'five -year' term licence under the Factories Act, 1948 and rules made thereunder.
 - (C) Renewal of certificate of recognition of competent persons employed in the factories under the Factories Act, 1948 and rules made thereunder.
 - (D) Approval of steam pipeline drawings upto maximum working pressure of 10.54 Kg/Cm² (150 PSI) along with permission for erection and acceptance thereof under the Boilers Act, 1923 and rules and regulation made thereunder.

By order of the Governor

CTM. Suguna

Commissioner-cum-Secretary to Government

[P.T.O.]

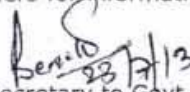
Memo No. 9745 / LESI, Bhubaneswar, dated the 23rd July, 2013

Copy forwarded to the Director, Printing, Stationary and Publication, Odisha Cuttack with a request to publish the above notification in the next issue of Odisha Gazette and supply 100 (hundred) copies of the same to this Department early.


Under Secretary to Govt.

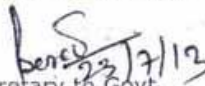
Memo No. 9746(37) / LESI, Bhubaneswar, dated the 23rd July, 2013

Copy forwarded to the Director Factories and Boilers Odisha Bhubaneswar/All Joint Directors Factories and Boilers/All Deputy Directors Factories and Boilers/All Assistant Directors Factories and Boilers for information and necessary action.


Under Secretary to Govt.

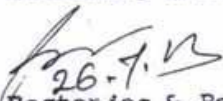
Memo No. 9747 / LESI, Bhubaneswar, dated the 23rd July, 2013

Copy forwarded to Technical Advisor, Central Boilers Board, 251-B, Udyog Bhawan, New Delhi-110011 for his information and necessary action. He is requested to circulate the above notification of the Govt. of Odisha to all the Director Factories and Boilers/ Chief Inspector of Boilers of other State/Union Territories.


Under Secretary to Govt.

DIRECTORATE OF FACTORIES AND BOILERS: ODISHA: BHUBANESWAR: 751001:
PH: NO: 2396070:

Memo No. 13996 (45) Dated, the 26/7/2013
III.K.31/2011. Copy to all Heads of field Offices of the Directorate/all Officers/Section Officers/Dealing Assistants of Headquarters Organisation for information and necessary action.


Director of Factories & Boilers,
Odisha.

(-)Office Order file.

Bkn.

G.7. Notification for delegation of authority to approve extension plans and renew factory licenses to Deputy Directors

The Odisha Gazette



EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 945, CUTTACK, FRIDAY, JUNE 19, 2015/ JAISTHA 29, 1937

LABOUR & ESI DEPARTMENT

NOTIFICATION

The 12th June, 2015

No.5215-LL-II-FE-03/2015/LESI.— In exercise of the powers conferred by sub-section (2-A) of Section 8 of the Factories Act, 1948 (63 of 1948), and in partial modification of notification of the Government of Odisha in the Labour & ESI Department No. 9744-LL-II-FE-17/2013/LESI., dated the 23rd July, 2013, the State Government do hereby specify that the Deputy Director of Factories and Boilers in-charge of different Divisions of the State, shall exercise such powers of the Director of Factories and Boilers to the extent mentioned in the Schedule below within their respective jurisdictions under the general superintendence and administrative control of the Director of Factories and Boilers, Odisha.

Schedule Powers

- (A) Approval of Extension plan under rule 3 of the Odisha Factories Rules, 1950 in respect of factories with manpower up to 100 workers.
- (B) Renewal of factory licence for 'one year' term under rule 7 of the Odisha Factories Rules, 1950 for factories with manpower up to 100 persons, except cases of amendment, transfer and 'five-year' term under the Factories Act, 1948 and rules there under.

By Order of the Governor

G. SRINIVAS

Principal Secretary to Government

***G.8. Notification for delegation of authority
to issue certificate of stability in respect of
buildings and structures to Executive
Engineers***

The Odisha Gazette

EXTRAORDINARY

PUBLISHED BY AUTHORITY

No. 1341. CUTTACK, THURSDAY, SEPTEMBER 24, 1970 A.M. 2. 1970

LABOUR & HR DEPARTMENT

NOTIFICATION

The 24th September, 1970

No. 8778-42,442-11(2015),215.—Whereas, the draft rules to be, further to amend the Odisha Factories Rules, 1950, was published as supplementary Section 115 of the Factories Act, 1948 (21 of 1948) in the Extraordinary issue No. 545 of the Odisha Gazette dated the 4th June, 1970 under the notification of the Government of Odisha in Labour & HR Department No. 4484 dated the 10th May, 1970 taking objections and suggestions from all persons likely to be affected during the expiry of a period of twelve days from the date of publication of the said notification in the Odisha Gazette;

And, whereas, no objection or suggestion has been received during the aforesaid period in respect of the said draft;

Now, therefore, in exercise of the powers conferred by Section 115 of the said Act, the State Government do hereby make the following rules further to amend the Odisha Factories Rules, 1950, namely:

1. (1) These rules may be called the Odisha Factories (Amendment) Rules, 1970.
- (2) They shall come into force on the date of their publication in the Odisha Gazette.
2. In the Odisha Factories Rules, 1950 (hereinafter referred to as the said rules), the first appearing in rule 141 shall be renumbered as "Noted" (inserted) and after "Noted" as renumbered, the following "Noted" shall be inserted, namely:—

"Noted: Notwithstanding anything contained in Section 141 of the Government of Odisha in the Works Department (Public) or in the Rural Development Department not below the rank of Executive Engineer the minimum experience with other requirements as stipulated in the respective order rule 141, may be deemed as 'competent person' for issue of Certificate of Safety in respect of buildings and structures under rule 141 for factories employing upto 100 workers in manufacturing category";

6. In the last row, for the estimate or estimate for rule 5, the following formulas shall be substituted, respectively—

“ESTIMATE”

(Estimate 50% of the Global Exclusion Rules, 1995)

(Amount of Fee in Fee)

Total amount of fees collected (in A.M.U.)	Maximum number of persons to be employed during any one day of the year not exceeding—							
	40	700	800	9,000	9,000	10,000	20,000	Approx. 25,000
(%)	10	10	10	10	10	10	10	10
Not exceeding 100	9,000	10,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	
Exceeding 100 but not exceeding 100	10,000	10,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Exceeding 100 but not exceeding 1,000	10,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Exceeding 1,000 but not exceeding 1,000	10,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Exceeding 1,000 but not exceeding 1,000	10,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Exceeding 1,000 but not exceeding 1,000	10,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Exceeding 1,000 but not exceeding 1,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Exceeding 1,000 but not exceeding 1,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Exceeding 1,000 but not exceeding 1,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Exceeding 1,000 but not exceeding 1,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000

	1991	1992	1993	1994	1995	1996	1997	1998	1999
Population (millions)	120.0	121.0	122.0	123.0	124.0	125.0	126.0	127.0	128.0
Population (millions)	129.0	130.0	131.0	132.0	133.0	134.0	135.0	136.0	137.0
Population (millions)	138.0	139.0	140.0	141.0	142.0	143.0	144.0	145.0	146.0
Population (millions)	147.0	148.0	149.0	150.0	151.0	152.0	153.0	154.0	155.0
Population (millions)	156.0	157.0	158.0	159.0	160.0	161.0	162.0	163.0	164.0
Population (millions)	165.0	166.0	167.0	168.0	169.0	170.0	171.0	172.0	173.0
Population (millions)	174.0	175.0	176.0	177.0	178.0	179.0	180.0	181.0	182.0
Population (millions)	183.0	184.0	185.0	186.0	187.0	188.0	189.0	190.0	191.0
Population (millions)	192.0	193.0	194.0	195.0	196.0	197.0	198.0	199.0	200.0

© 2005 Blackwell Publishing Ltd, *Journal of Internal Medicine* 257: 105–112

Q: The concept of self-regulation refers to using strategies of control to the characteristics of an individual to guide the individual's actions and thoughts. One of the characteristics that is crucial for self-regulation is emotions to help the individual manage his life in the best possible way possible.

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1. *Journal of the American Medical Association*, 1997; 277: 1001-1005.

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Received 20 January 2006; accepted 12 April 2006
Published online 12 May 2006 in Wiley InterScience (www.interscience.wiley.com). DOI: 10.1002/anie.200600000

G.9. Notification for Composite Inspection Scheme

K. Srinivas, IAS
Principal Secretary to Govt.,
Labour & ESI Deptt.,
Office, Bhuvanagiri- 761006



URGENT
Ph. No. 0474- 2238776 (O)
2235377 (R)
Cell No. 8280044448
Fax No. 2284981

no. 7473x/986, gpo
L-6000 32/18
Dated March/April, 2018

To

All Collectors,
All Deputy Labour Commissioners,
All Assistant Labour Commissioners,
All District Labour Officers

Sub: Composite Inspection Scheme.

Sir/Madam,

You are aware that the field officers of the labour directorate are required to undertake inspections of different types of establishments under various labour laws. Although Labour Directorate issues month-wise targets to each inspecting officer for conducting inspections under different Acts, the same is not carried out in the field in a systematic manner. The inspectors sometimes visit a single establishment more than once, for inspection under different Acts while many establishments are left uninspected for years together.

In order to ensure that field inspections are conducted in a systematic and efficient manner, it has been decided to adopt a **Composite Inspection Scheme**, the details of which are at **Annexure-1**. Under this Scheme, for each calendar year (January to December) a schedule of inspections will be drawn up for each labour district, listing out all the establishments in the district and the month wise schedule of inspection for those establishments by a specific inspector. Every inspection shall be held so as to cover all the labour statutes applicable to that establishment. The report of inspection will be submitted in a common inspection form as per a

prescribed format. The Schedule of Inspection is to be put up by the Assistant Labour Commissioner / District Labour Officer to the Collector & District Magistrate for approval by the 1st of December of the preceding year and may be approved by the Collector latest by 15th December, marking one copy to the Labour Commissioner, Odisha. In case the Collector fails to approve the schedule by 15th December, the same shall be sent by the Assistant Labour Commissioner / District Labour Officer to the Labour Commissioner, Odisha for approval. The list of labour laws requiring inspection is at **Annexure-2**. The format for preparing the Schedule of Inspection is at **Annexure-3**. The format for the report of the combined inspection under different labour laws is at **Annexure-4**.


For the calendar year 2015, the Schedule may be approved by the Collectors by 15th May, 2015. For the calendar year 2016 the schedule is to be approved by the Collectors by 15th December 2015.

You are therefore, requested to take immediate action for preparing and approving the said Schedule of Inspection for your district. The list of establishments requiring inspection are first to be consolidated for the district with inputs from the Labour Officer, Factories Inspector, G.M., DIC, Pollution Control Board, R.T.O., District/Block Officers undertaking construction work, DFO, Urban Local Bodies and Rural Local Bodies in the district. The identified establishments should include all the industrial establishments, shops and commercial establishments, construction sites, beedi and cigar establishments, news paper establishments and motor transport establishments in the district. The list is to be revised each year due to opening of new establishments and closing of some establishments.

The approved Schedule of Inspection for the current year 2015 should be submitted to this office by 3rd week of May, 2015.

Yours faithfully,

Encl.: - As Above.


Principal Secretary to Government

Memo No. 3535 (3) /LESI, Bhubaneswar, dated the 22.4.2015

Copy alongwith copy of enclosures forwarded to P.S. to Hon'ble Minister, Labour & ESI / OSD to Chief Secretary, Odisha / P.S. to D.C.-cum-ACS, Odisha for information of Hon'ble Minister, Chief Secretary, DC-cum-ACS respectively.

[Signature]
22-4-15

Additional Secretary to Government

Memo No. 3536 (2) /LESI, Bhubaneswar, dated the 22.4.2015

Copy alongwith copy of enclosures forwarded to Labour Commissioner, Odisha, Bhubaneswar / Director, Factories & Boilers, Odisha, Bhubaneswar for information and necessary action.

[Signature]
22-4-15

Additional Secretary to Government

Memo No. 3537 /LESI, Bhubaneswar, dated the 22.4.2015

Copy alongwith copy of enclosures forwarded to Labour Commissioner(O)-cum-Member Secretary, Odisha Building & Other Construction Workers Welfare Board, Bhubaneswar for information and necessary action.

[Signature]
22-4-15

Additional Secretary to Government

Memo No. 3538 (5) /LESI, Bhubaneswar, dated the 22.4.2015

Copy alongwith copy of enclosures forwarded to Labour Law-II

Section / IR Section / Audit Section / Social Security Section / Plan & Budget Section of this Department for information and necessary action.

[Signature]
22-4-15

Additional Secretary to Government

COMPOSITE INSPECTION SCHEME

A. Objective

This Inspection Scheme aims to achieve the objective of simplifying business regulations and bring in transparency and accountability in labour inspections. It envisages objective criteria for selection of units for inspection.

B. Criteria for Inspections

The District Collector would, through the district labour administration, collect and analyse field level data for a transparent and accountable labour inspection system. The Collector will formulate objective criteria for selection of establishments for inspection, keeping in view the industrial situation in the district.

1. Mandatory inspections:

In the following cases, the inspections will be mandatory for all units:-

- i. The establishments where fatal or serious accident has occurred in last two years.
- ii. The establishments where strikes/lock out/retrenchment has taken place in last two years.
- iii. Closed establishments till their workers' dues are settled.

2. Optional inspections:

In following cases, the inspections would be generated randomly, either through a computer or manually, taking into account the following factors:-

- i. The establishment is falling in the category of hazardous industry [20%].
- ii. The establishments employing 50% Contract Labour or minimum of 20 number of Contract Labour [20%].
- iii. The establishments where total number of worker is more than 200 [20%].
- iv. All other establishments, as per priority criteria fixed by the Collector [40%].

C. Methodology

1. Master data on establishments to be collected and consolidated at district level.
2. Annual Inspection Schedule to be finalised taking into account criteria for inspections.
3. Inspectors to visit establishments as per pre-fixed schedule, and cover all applicable labour laws during a single inspection.
4. Inspectors to submit detailed inspection report as per prescribed format, within 3 days of inspection, to the next higher authority.

D. General Instructions

1. The inspecting officer has to maintain registers of the establishments.
2. He has to record the statement of workers present at the time of inspection.
3. In case of contradiction in the statements of employer's, worker and entries in the record, the inspecting officer will seize the relevant records.
4. Notices/findings of inspection should be handed over to the employer's representative on the work-spot by the inspecting officer himself.
5. The inspection should be carried out during the normal working hours as far as possible.

List of Labour Laws that mandate inspection

- 1) The Minimum Wages Act, 1948 and Rules 1954.
- 2) The Payment of Wages Act, 1936 and Rules 1936.
- 3) The Payment of Bonus Act, 1965 and Rules 1975.
- 4) The Contract Labour (Regulation and Abolition) Act, 1970 and Rules 1975.
- 5) The Inter State Migrant Workmen (Regulation of Employment and Condition of Service) Act 1979 and Rules 1980.
- 6) The Child Labour (Prohibition and Regulation) Act, 1986 and Rules 1994.
- 7) The Orissa Shops and Commercial Establishment Act, 1956 and Rules 1958.
- 8) The Orissa Industrial Establishment (National Festival) Holidays Act, 1969 and Rules 1972.
- 9) The Motor Transport Workers Act, 1961 and Rules 1966.
- 10) The Equal Remuneration Act, 1976.
- 11) The Maternity Benefit Act, 1961 and Rules 1966.
- 12) The Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996 (Central Act) and Rules 2002.
- 13) The Building and other Construction Workers' Welfare Cess Act, 1996 and Rules, 1998
- 14) The Beedi and Cigar Workers (Condition of Employment) Act, 1966 and Rules 1969.
- 15) The Working Journalists (Condition of Service) and Miscellaneous Provision Act, 1955.
- 16) The Sales Promotion Employees (Condition of Service) Act and Rules 1976.
- 17) The Payment of Gratuity Act, 1972 and Rules 1974.

COMPOSITE INSPECTION FORMAT**Report on inspection conducted under various labour laws**

- 1) Date & time of inspection :
- 2) Date of last inspection and by whom :
- 3) Name and address of the establishment :
- 4) Name of the Act under which the establishment is registered with Regd. No. & Date :
- 5) Brief description of the trade / business / work/product :
- 6) Name and address of the employer with Telephone Number (Off./Res.) & Email address :
- 7) Name and address of the Manager / Occupier or person responsible for supervision and control of the establishment :
- 8) Number of workers employed :

	Regular Worker		Temporary / Casual Worker		Contract Labour	
	Male	Female	Male	Female	Male	Female
Unskilled						
Semi-skilled						
Skilled						
Highly Skilled						
Supervisors						

- 9) Rate of wage paid :

	Regular Worker		Temporary / Casual Worker		Contract Labour	
	Male	Female	Male	Female	Male	Female
Unskilled						
Semi-skilled						
Skilled						
Highly Skilled						
Supervisors						

- 10) Date of commencement of establishment / production / manufacturing :
- 11) Name and address of the person representing the employer / management present at the time of inspection :

4) Payment of Wages Act, 1936 and Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether the wages have been paid within prescribed time limit ? If not, details of unpaid wages.
 - b) Whether prescribed registers are maintained and kept ? If not, extent of violations :
 - c) Whether prescribed notices are displayed ?
 - d) Whether prescribed Return has been submitted within prescribed time limit ?
 - e) Any other violation of the provisions of the Act and Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

5) Payment of Bonus Act, 1965 and Rules made thereunder

- 1) Whether provision of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether bonus has been paid to all eligible employees within prescribed time limit ?
 - b) Whether prescribed Registers are maintained & kept; If not, specify the extent of violations.
 - c) Whether prescribed Return has been submitted within prescribed time limit ?
 - d) Any other violation of the provisions of the Act and Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

6) Equal Remuneration Act, 1976 & Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether remuneration at equal rates paid to men and women workers for performing the same or similar nature of work ? If not, specify the details of differential wages in a separate sheet.
 - b) Whether prescribed Register has been maintained and kept ?
 - c) Whether prescribed return has been submitted within prescribed time limit.
- 3) Summary of violation (mention relevant Sections and Rules) :

7) Child Labour (Prohibition and Regulation) Act, 1986 and Rules made thereunder

- 1) Whether provision of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether any child has been employed in any occupation and/or process set forth in Part-A and Part-B of the Schedule ?
 - b) Whether any child has been employed in employment other than the occupations or processes set forth in Part-A and Part-B of the Schedule ? If yes, whether the conditions as set forth in Sec.-7, Sec.-8 have been complied with and whether the Occupier has sent written notice to the Inspector as required under Section-9.
 - c) Whether prescribed Register has been maintained and kept ?

- 3) Summary of violation (mention relevant Sections and Rules) :

8) Contract Labour (Regulation and Abolition) Act, 1970 and Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether the establishment has been registered ? If yes, Regd. No. & date, maximum number of contract labour for which registration made.
 - b) Details of contractors and number of contract labour employed by them.
 - c) Whether the contractors to whom this Act is applicable, obtained licence ? If yes, the details of licence No. and date, period of validity, maximum number of contract labour for whom licence obtained should be specified contractor wise ?
 - d) Whether the welfare amenities as per this Act have been provided ? If not, extent of violations ?
 - e) Whether the principal employer ensured the presence of his authorized representative at the time & place of the disbursement of wages by the contractors to the workmen ?
 - f) Whether prescribed registers are maintained and kept ? If not, extent of violations.
 - g) Whether prescribed notices have been displayed ?
 - h) Whether prescribed returns have been submitted by the principal employer and the contractors within prescribed time limit ?
 - i) Any other violation of the provisions of the Act and Rules noticed.

- 3) Summary of violation (specify the Sections and Rules) :

9) Inter State Migrant Workmen (Regulation of Employment and Condition of Service) Act, 1979 and Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether the establishment has been registered ? If yes, Regd. No. & date, details of contractors and maximum number of inter-state migrant workmen to be employed for whom registration obtained.
 - b) The details of contractors and maximum number of inter-state migrant workmen employed by them.
 - c) Whether the contractors to whom this Act is applicable, obtained licence ? If yes, specify the license no. and date, maximum number of inter-state migrant workmen for whom license is obtained ?
 - d) Whether displacement allowance and journey allowance are paid to the inter-state migrant workmen ?
 - e) Whether facilities as per this Act have been provided to the inter-state migrant workmen ? If not, extent of violation.
 - f) Whether prescribed registers are maintained and kept by the principal employer and the contractor(s) ? If not, extent of violations.
 - g) Whether prescribed returns have been submitted by the principal employer and contractor(s) within prescribed time limit
 - h) Any other violation of provisions of this Act and Rules noticed.

- 3) Summary of violation (mention relevant Sections and Rules) :

10) Maternity Benefit Act & Rules made thereunder

- 1) Whether the provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether the provisions of this Act & Rules made thereunder relating to payment of maternity benefit to women employed in the establishment are complied with ? If not, extent of violations.
 - b) Whether prescribed register, record has been maintained and kept ?
 - c) Whether abstract of the Act & the Rules made thereunder has been exhibited ?
 - d) Any other violation of the provisions of the Act & Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

11) Payment of Gratuity Act, 1972 and Rules made thereunder

- 1) Whether the provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether gratuity has been paid to eligible employees as per Sec. - 4 of the Act ?
 - b) Whether prescribed notices have been displayed.
- 3) Summary of violation (mention relevant Sections and Rules) :

12) Beedi and Cigar Workers (Condition of Employment) Act, 1966 and Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether licence has been obtained to use or allow to be used any place or premises as an industrial premises ? If yes, specify the licence number, date and maximum number of employees for whom licence obtained.
 - b) Whether provisions relating to cleanliness, ventilation, overcrowding, latrines & urinal, washing facilities, crèche, First-Aid and Canteen have been complied with ? If not, extent of violations.
 - c) Whether provisions relating to working hours wages for overtime work, interval for rest, spreadover, weekly holidays, annual leave with wages have been complied with ? If not, extent of violation.
 - d) Whether any child or women or young person has been employed in contravention of the provisions of Sections 24 and/or 25 ?
 - e) Whether prescribed registers, records have been maintained and kept ?
 - f) Whether prescribed notices have been displayed ?
 - g) Whether prescribed return has been submitted within time limit ?
 - h) Any other violation of provisions of the Act & Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

13) Building & Other Construction Workers (RE&CS) Act & Rules made thereunder

- 1) Whether the provisions of the Act & Rules are applicable to the establishment ?
- 2) If yes;
 - a) Whether the establishment has been registered ? If yes, Regd. No. & date, maximum no. of workers for whom registration obtained.
 - b) Whether the provisions of the Act and Rules made thereunder pertaining to hours of work, rest intervals, weekly off, payment of wages etc. have been complied with ? If not, extent of violation.
 - c) Whether the provisions of the Act & Rules, made thereunder pertaining to safety and health measures have been complied with ? If not, extent of violation.
 - d) Whether prescribed notices have been displayed ?
 - e) Whether prescribed registers, records are maintained & kept ?
 - f) Whether prescribed return has been submitted within time limit ?
 - g) Any other violation of provisions of the Act & Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

14) Building & Other Construction Workers Welfare Cess Act & Rules made thereunder

- 1) Whether the provision of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether the employer has paid cess within the prescribed time period ? If not, specify the details of unpaid cess amount.
 - b) Whether the employer has furnished information in Form – 1 ?
- 3) Summary of violation (mention relevant Sections and Rules) :

15) Working Journalists & Other Newspaper Employees (Conditions of Service) and Miscellaneous Provisions Act, 1955 & Rules made thereunder

- 1) Whether the provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether working journalists and non-journalists have been paid wages as per notified rate ? If not, specify details of less payment.
 - b) Whether the provisions of the Act & Rules relating to hours of work, leave, payment of gratuity etc. have been complied with ? If not, specify detail violation.
 - c) Whether prescribed registers, records and muster rolls are maintained and kept.
 - d) Any other violation of the provisions of the Act & Rules noticed.
- 3) Summary of violation (mention relevant Sections and Rules) :

16) Sales Promotion Employees (Condition of Service) Act and Rules made thereunder

- 1) Whether provisions of this Act are applicable to the establishment ?
- 2) If yes;
 - a) Whether letter of appointment in Form-A has been furnished to sales promotion employees ?
 - b) Whether leave facilities as provided under this Act and Rules have been allowed to sales promotion employees ?
 - c) Whether prescribed registers and records are maintained & kept ?
- 3) Summary of violation (mention relevant Sections and Rules) :

Signature of the Employer /
Representative of the employer

Signature of the witness, if any

Signature of the Inspector
with name and designation

OFFICE OF THE

No. _____ / Date _____

Copy forwarded to Sri _____ (Employer)

of M/s. _____, Address : _____

_____ for information. He is requested to rectify the defects as mentioned in the above said report and submit report of compliance to the undersigned within seven days of receipt of this letter positively, failing which legal action shall be initiated for contravention of the provisions of the aforesaid labour law.

Signature of the Inspector

No. _____ / Date _____

Copy forwarded to the Collector & District Magistrate, _____ / Labour Commissioner, Odisha for favour of information.

Signature of the Inspector

G.10. Order mandating that the same inspector will not inspect the same establishment in consecutive inspections

GOVERNMENT OF ODISHA
LABOUR & ESI DEPARTMENT

No. LL-II-FM-26/2015-10652 /LESI, dated the 19/12/2015

From :

Sri Bibhu Prasad Sarangi,
Additional Secretary to Government

To

The Principal Secretary to Govt.,
Industries Department.

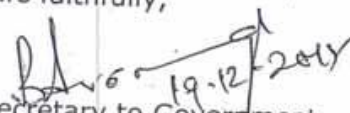
Sub: CIG framework Development and allotment of units for inspection by Authorities.

Ref: Industries Department letter No 7481 dated 27.11.2015.

Sir,

With reference to the Letter and the subject cited above, I am directed to inform that the proposal has been examined and it is decided that in order to be compliant with the DIPP action points on "Ease of Doing Business" and ensure that the same inspector will not inspect the same establishment twice consecutively, the first inspection of a factory shall be made by the Assistant Director and subsequent inspection of the same unit shall be made in succession by the higher officers i.e. Deputy Director / Jt. Director / Director of Factories & Boilers as appropriate having jurisdiction over the said area.

Yours faithfully,


Additional Secretary to Government

**OFFICE OF THE
LABOUR COMMISSIONER : ODISHA : BHUBANESWAR**

Order No. 4952 dtd. 30.3.2016

OFFICE ORDER

In order to be compliant with the DIPP action points on "Ease of Doing Business" and ensure that the same Inspector will not inspect the same establishment twice consecutively, except in case of emergency due to accident or receipt of any complaint against an establishment or specific orders from the Government / Court of Law, the same Inspector shall not inspect the same establishment twice consecutively.

This supersedes all previous orders and shall come into force with immediate effect.

Labour Commissioner, Odisha

Memo No. 4953 Date 30.3.2016

Copy to all Deputy Labour Commissioners / Assistant Labour Commissioners / District Labour Officers / Assistant Labour Officers for information and necessary action.

Labour Commissioner, Odisha

Memo No. 4954 Date 30.3.2016

Copy to the Joint Labour Commissioner, Odisha / all Assistant Labour Commissioners, Hqrs. / Deputy Director, I/c., Hqrs. / Labour Officers, Hqrs. / Assistant Labour Officers, Hqrs. for information and necessary action.

Labour Commissioner, Odisha

Memo No. 4955 Date 30.3.2016

Copy submitted to the Principal Secretary to Government, Labour & ESI Department, Odisha, Bhubaneswar for favour of kind information.

Labour Commissioner, Odisha

Memo No. 4956 Date 30.3.2016

Copy submitted to the Principal Secretary to Government, Industries Department, Odisha, Bhubaneswar for favour of kind information.

Labour Commissioner, Odisha

G.11. Notification for inspection report submission within 48 hours

**OFFICE OF THE
LABOUR COMMISSIONER, GEORGIA, BRUBAKER**

Order No. 11149/1792 Date 2.2.2017

OFFICE ORDER

As part of the initiative for 'State of Being Business' it is directed that all Inspecting Officers conducting inspection under OHS Framework shall issue and upload the inspection Reports in OHS Web Portal within 24 hours of completion of inspection in all cases. It is explicit to 10 above and mentioned at Annexure - 4.

The supersession of previous orders and shall come into force with immediate effect.

[Signature]
Labour Commissioner, Odisha

Order No. 11149/1792 Date 2.2.2017

Copies to all Deputy Labour Commissioners / Assistant Labour Commissioners / Deputy Labour Officers / Assistant Labour Officers for information and necessary action.

[Signature]
Labour Commissioner, Odisha

Order No. 11149/1792 Date 2.2.2017

Copies to the Joint Labour Commissioner, Odisha, / all Assistant Labour Commissioners, Hqs. / Deputy Director, Hq. Hqs. / Labour Officers, Hqs. / Assistant Labour Officers, Hqs. for information and necessary action.

[Signature]
Labour Commissioner, Odisha

Order No. 11117 Date 2.2.2017

Copies submitted to the Principal Secretary to Government, Labour & HR Department, Odisha and Government for record of this information with reference to the office memo No. 4881 and 48.01.2016.

[Signature]
Labour Commissioner, Odisha

Order No. 11117 Date 2.2.2017

Copies submitted to the Principal Secretary to Government, Industries Department, Odisha and Government for record of this information with reference to the office memo No. 4881 and 48.01.2016.

[Signature]
Labour Commissioner, Odisha

Annexure A

List of Labour Laws

- 1) Group Shops and Commercial Establishments Act, 1946 & Rules made thereunder
- 2) Group Industrial Establishment (National & Festival) Holidays Act, 1948 and Rules made thereunder
- 3) Minimum Wages Act, 1948 and Rules made thereunder
- 4) Payment of Wages Act, 1946 and Rules made thereunder
- 5) Payment of Bonus Act, 1965 and Rules made thereunder
- 6) Equal Remuneration Act, 1976 & Rules made thereunder
- 7) Child and Adolescent Labour (Prohibition and Regulation) Act, 1986 and Rules made thereunder
- 8) Contract Labour (Regulation and Abolition) Act, 1970 and Rules made thereunder
- 9) Inter State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979 and Rules made thereunder
- 10) Maternity Benefit Act & Rules made thereunder
- 11) Payment of Gratuity Act, 1972 and Rules made thereunder
- 12) Beedi and Cigar Workers (Condition of Employment) Act, 1966 and Rules made thereunder
- 13) Building & Other Construction Workers (REGATE) Act & Rules made thereunder
- 14) Building & Other Construction Workers Welfare Cess Act & Rules made thereunder
- 15) Working Journalists & Other Newspaper Employees (Condition of Service) and Miscellaneous Provisions Act, 1978 & Rules made thereunder
- 16) Sales Promotion Employees (Condition of Service) Act and Rules made thereunder
- 17) Industrial Disputes Act, 1947
- 18) Motor Transport Workers Act, 1961
- 19) The Unlawful Labour Welfare Fund Act, 1985 & Unlawful Rules, 2011 made thereunder



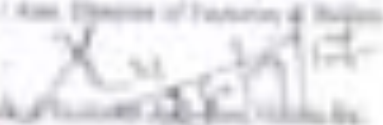
No. 3231 - 26/7/77
 1977.2.30.22.2

In pursuance of the "Code of Factory Rules", it is directed that Inspection Reports of all factories covered under the Central Inspection Framework shall be issued and submitted to the F.I.W. West Bengal within 14 days of completion of such inspection under the provisions of The Factories Act, 1948.

This copy of all reports shall be submitted to the Director and shall also be sent to the concerned officer.


 Director, F&W, West Bengal

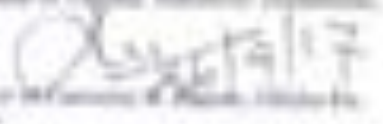
No. 3232 (10) 26/7/77
 Copy forwarded to Joint Director of Factories & Works, Level II: Joint Director of Factories & Works, Level II: all Districtal Deputy Directors of Factories & Works: Deputy Director of Factories & Works (Safety): all Joint Fact. Directors of Factories & Works: Asst. Director of Factories & Works (Sps.): Asst. Director of Factories & Works (Safety) for information and necessary action.


 Joint Director, F&W, West Bengal

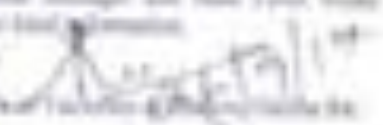
No. 3233 26/7/77
 Copy forwarded to Additional Secretary to Government of India, Labour & I.S.I. Department, New Delhi for kind information of the Government. (1977.2.30.22.2.2.2)


 Additional Secretary, Labour & I.S.I. Department

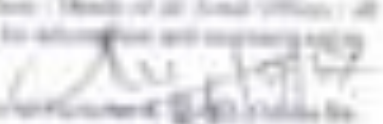
No. 3234 26/7/77
 Copy forwarded to Joint Director of Factories, Industries Department, Government for kind information of the Government.


 Joint Director, Industries Department

No. 3235 26/7/77
 Copy forwarded to Mr. S. T. Mahanta, General Manager and Joint Fact. Dir. Office for F.I.W. West Bengal, for kind information.


 General Manager, F&W, West Bengal

No. 3236 (10) 26/7/77
 Copy forwarded to Heads of all Districtal Offices: Heads of all Joint Offices: all Districtal Offices and District Industries & Factories Office for information and necessary action.


 Head of Districtal Office

G.12. Order with provision for Third Party Audit under Factories Act and all applicable Labour Laws for industries

No. VI (G)(a)2/15 8620 / Dt.

17/6/2016

OFFICE ORDER

Whereas Rule 9(2) of Odisha Factories (Control of Major Accident Hazard) Rules, 2001 provides for safety audit of certain category of factories by a competent third party agency and being satisfied about the need of third party audit for overall improvement of safety standards of a factory as envisaged under Rule 12[AA](3)(e) of Odisha Factories Rules 1950, it is decided that all factories who opt for **third party audit** by a competent agency accredited by an accreditation board constituted by the Ministry of Labour of Govt. of India; shall get the benefit of risk based inspection under CIG frame work as per details given below.

Sl. No	Categories of Factories	Frequency of Inspection
1	Factories other than those categorized as Major Accident Hazard and/or having hazardous process as defined under section 2(cb) of Factories Act, 1948.	Once in every three years.
2	Factories with hazardous manufacturing process as defined under section 2(cb) of Factories Act, 1948.	Once in a year
3	MAH(Major Accident Hazard) factories	Twice in a year

This will be implemented with immediate effect.


Director of Factories & Boilers,
Odisha

Memo No. 8621(64) / Dt. 17/6/2016

Copy forwarded to all officers and staff of Head Office / all Divisional officers / all Zonal officers / Heads of Field Offices for information and necessary action.


Director of Factories & Boilers,
Odisha

Memo No. 8622 / Dt. 17/6/2016

Copy forwarded to Additional Secretary to Government of Odisha, Labour & E. S. I. Department, Bhubaneswar for kind information of the Government.


Director of Factories & Boilers,
Odisha

**OFFICE OF THE
LABOUR COMMISSIONER : ODISHA : BHUBANESWAR**


Order No. 8059 / Date 29.06.2016

OFFICE ORDER

It is brought to the notice of all concerned that :-

1. For the purpose of Ease of Doing Business, third party audit under the provisions of various labour laws of medium risk industry is hereby allowed.
2. The third party audit shall be over and above the inspection provisions under various labour laws without contravening the statutory provisions.
3. Third party audit will be performed by the duly empanelled agencies and shall be applicable to medium risk industries.

This shall come into force with immediate effect.


29/6
Labour Commissioner, Odisha

Memo No. 8060 Date 29.06.2016

Copy to all Deputy Labour Commissioners / Assistant Labour Commissioners / District Labour Officers / Assistant Labour Officers for information and necessary action.


29/6
Labour Commissioner, Odisha

Memo No. 8061 ⁽³⁰⁾ Date 29.06.2016

Copy to the Joint Labour Commissioner, Odisha / Deputy Labour Commissioner, Hqrs. / all Assistant Labour Commissioners, Hqrs. / Assistant Labour Commissioner, OB&OCWW Board / Deputy Director, I/c., Hqrs. / Assistant Director, Statistics / Labour Officers, Hqrs. / Assistant Labour Officer, Hqrs. for information and necessary action.


29/6
Labour Commissioner, Odisha

Memo No. 8062 Date 29.06.2016

Copy submitted to the Principal Secretary to Government, Labour & ES, Department, Odisha, Bhubaneswar for information with reference to letter No. 4959 dtd. 28.06.2016.


29/6
Labour Commissioner, Odisha

***G.13. Introduce a provision for issuing
Factory License and all subsequent renewals
with validity of 10 years or more***

GOVERNMENT OF ONTARIO
LAWSON & SULLIVANT
ATTORNEYS

NOTIFICATION

The 10th day, 2017

TO: ALL PERSONS **REGD** & OR The following draft of certain rules before to amend the Ontario Fisheries Rules 1985, which the State Government propose to make in exercise of the powers conferred by section 112 of the Fisheries Act, 1985 (S. 62 of 1985) is hereby published as required by section 112 of the said Act, for information of all persons likely to be affected thereby and notice is hereby given that the said draft will be taken into consideration by the State Government on or after the expiry of a period of forty five days from the date of publication of the notification in the Ontario Gazette.

Any objection or suggestion which may be received from any person in respect of the said draft before expiry of the period so specified above will be considered by the State Government.

DRAFT

1. (1) These rules may be called the Ontario Fisheries (Amendment) Rules, 2017.
(2) They shall come into force on the date of their publication in the Ontario Gazette.
2. In the Ontario Fisheries Rules 1985 (herein after referred to as the said rules) to read as after the words "grant of license", the following words shall be inserted namely: "with an option to apply for one year term or two year term or **for joint term license**".
3. In the said rules, in rule 6, after a sub-rule (1), the following sub-rule shall be inserted, namely:-

"(1) as a license for two year or two year term shall be granted in Form No. 48 by the Chief Inspector on payment of **two times** or as the case may be one times of the license fee or **up to**".
4. In the said rules, after Form 48, the following form shall be inserted, namely:-

REGISTRATION AND PATENT PROCEEDINGS OF LAUREATE TO GRANT A PATENT

Registration No. _____ Date No. _____ per minute
 Serial No. _____

License is granted to _____ with pay for the _____ process shown on
 per minute not below the _____ of _____ and situated at
 _____ of _____ that _____ for use as a factory
 manufacturing _____

_____ under the name
 of _____ employing not
 more than _____ persons on any one day during the period not using motive
 Power not exceeding _____ H.P. subject to the provisions of the Factories Act,
 1947 and Rules made there under. The license is hereby granted inasmuch as a period of
 five years **from year**.

The license shall remain in force until _____ in _____

(Chief Inspector of Factories,
 Madras)

(A) Any change in the process or motive power or manufacturing process or machine or
 promptly notified to the prescribed officer to the Chief Inspector)

(In the said rules in rule 7, the form B & C in subrule 4 shall be substituted by in
 Rule 6 (1) (a))

By order of the Governor
G. S. Srinivasan
 Minister (Industry & Commerce)

H. Odisha State Pollution Control Board

H.1. Office Order for Classification of Industries into Green, Orange and Red categories

**GOVERNMENT OF ORISSA
FOREST AND ENVIRONMENT DEPARTMENT**

ORDER



No. Env. I-40/2007 6194 /F&E. Dated Bhubaneswar 24th April, 2007.

Whereas the State Government have fixed the fee for application for consent for establishment and consent for operation of different industrial plants in the notifications of the Government of Orissa in the Forest and Environment Department No.26974, No.26977, No.26980 and No.26983 dated the 29th December, 1998 published in the Extraordinary issue No.1322 of the Orissa Gazette dated the 7th September, 1999;

And whereas the Notification No.26980 dated the 29th December, 1998 has been amended in the Notification No.11755/F&E. dated 5th August, 2004 ;

And whereas for the purpose of the aforesaid notifications, the State Government have identified the industrial unit as "Marginally polluting" and "polluting industries" in the Order of the Government of Orissa in the Forest and Environment Department No.1877 dated the 9th May, 2000 for the purpose of the fees for application for the aforesaid consent ;

And whereas in the guidelines, for Management for consent and authorization by the State Pollution Control Boards under the Water (Prevention and Control of Pollution) Act, 1974, the Air (Prevention and Control of Pollution) Act, 1981 and the Hazardous Waste (Management and Handling) Rules, 1989, issued by the Central Pollution Control Board, the categorization of the industries for such consent or authorization have been made into Red, Orange, Green and non-polluting depending upon the pollution potential ;

Now, therefore, after careful consideration, the State Government in supersession of the Order of the Government of Orissa in the Forest and Environment Department No.1877/F&E. dated the 9th May, 2000, do hereby identify the industries described in the Schedule below into Red, Orange, Green and non-Polluting categories for the purpose of Management of consent or authorization of industries under the aforesaid Act and the Rules:

SCHEDULE

1. RED (High Pollution Potential)

(I) Industries identified by Ministry of Environment & Forests, Govt. of India as heavily polluting and covered under Central Action Plan, viz:

1. Aluminium smelter.
2. Cement.
3. Chlor alkali.
4. Copper smelter.
5. Distillery including Fermentation industry.
6. Dyes and Dye-intermediates.
7. Fertiliser.
8. Iron and Steel (involving processing from ore/scrap/Integrated steel plants).
9. Oil refinery (Mineral oil or Petro refineries).
10. Pesticides (Technical) (excluding formulation).
11. Petrochemicals (Manufacture of and not merely use of as raw material).
12. Pharmaceuticals (Basic) (excluding formulation).
13. Pulp & Paper (Paper manufacturing with or without pulping).
14. Sugar (excluding Khandsari).
15. Tanneries.
16. Thermal power plants.
17. Zinc smelter.

(II) Industries manufacturing following products or carrying out following activities:

18. Anodizing.
19. Asbestos and asbestos-based industries.
20. Automobile manufacturing/assembly.
21. Ceramic/refractories.
22. Chemical, petrochemical and electrochemicals including manufacture of acids such as sulphuric Acid, Nitric Acid, Phosphoric Acid etc.
23. Chlorates, perchlorates and peroxides.
24. Chlorine, fluorine, bromine, iodine and their compounds.
25. Coke making, coal liquefaction, coal tar distillation or fuel gas making.
26. Common Effluent Treatment Plant.
27. Dry coal processing/Mineral processing industries like ore sintering, palletization etc.
28. Explosive including detonators, fuses etc.
29. Fermentation industry including manufacture of yeast, beer etc.
30. Fire crackers.
31. Foundries.
32. Glass and fibre glass production and processing (excluding moulding).
33. Glue and gelatine.
34. Heavy Engineering.

35. Hospitals.
36. Hot Mix plants.
37. Hydrocyanic acid and its derivatives.
38. Incineration plants.
39. Industrial carbon including electrodes and graphite blocks, activated carbon, carbon black etc.
40. Industrial or inorganic gases namely (a) Chemical Gases: Acetylene, Hydrogen, Chlorine, Fluorine, Ammonia, Sulphur dioxide, Ethylene, Hydrogen Sulphide, Phosphine, (b) Hydrocarbon Gases: Methane, Butane, Ethane, Propane.
41. Industry or process involving electroplating operations.
42. Industry or process involving foundry operations.
43. Industry or process involving metal treatment or process such as picking, paint stripping, heat treatment, phosphating or finishing etc.
44. Lead re-processing & manufacturing including lead smelting.
45. Lime manufacturing.
46. Lubricating oils, greases or petroleum-based products.
47. Milk processing and dairy products (Integrated Project)
48. Mining and ore-beneficiation.
49. Organic Chemical manufacturing.
50. Parboiled rice mills.
51. Paints and varnishes (excluding blending/mixing).
52. Petroleum products manufacturing & oil/crude oil/residues reprocessing.
53. Phosphate rock processing plants.
54. Phosphorous and its compounds.
55. Photographic films and chemicals.
56. Pigments and intermediates.
57. Potable alcohol (IMFL) by blending or distillation of alcohol.
58. Power generating plants (excluding D.G.Sets).
59. Processes involving chlorinated hydrocarbons.
60. Ship-breaking.
61. Slaughter houses and meat processing units
62. Steel and steel products including coke plants involving use of any of the equipment's such as blast furnaces, open hearth furnace, induction furnace or arc furnace etc. or any of the operations or processes such as heat - treatment, acid pickling, rolling or galvanizing etc.
63. Stone Crushers.
64. Surgical and medical products involving prophylactics and latex.
65. Synthetic detergent and soap (not covered under Orange and Green list).
66. Synthetic fibre including rayon, tyre cord, polyester filament yarn.
67. Synthetic resins.
68. Synthetic rubber excluding moulding.
69. Tobacco products including cigarettes and tobacco processing.
70. Vegetable oils including solvent extracted oils, hydro-generated oils
71. Yarn and textile processing involving scouring, bleaching, dyeing, printing or any effluent/emission generating process.

2. ORANGE (Medium Pollution Potential)

1. Automobile servicing and repairs stations.
2. Brick manufacturing.
3. Cashewnut processing plants (dry process).
4. Cement clinker grinding units.
5. Cotton ginning, spinning and weaving.
6. Fish processing.
7. Flour mills (excluding Domestic Aatta Chakki).
8. Food additives, nutrients and flavours.
9. Food including fruits and vegetable processing.
10. Fragrances and industrial perfumes.
11. Hotels and restaurants.
12. Instant tea/coffee, coffee processing.
13. Khandsari Sugar.
14. Laboratory Chemicals involving distillation, purification process.
15. Laboratory-wares.
16. Lead-acid battery reconditioning/assembling.
17. Malted food.
18. Manufacture of mirror from sheet glass and photoframing.
19. Manufacture of synthetic detergent intermediates (other than formulated synthetic detergent products).
20. Manufacture of soaps (process generating trade effluent).
21. Metal treatment or process involving surface coating and paint baking.
22. Non-alcoholic beverages (soft drinks).
23. NPK Fertilisers/Granulation.
24. Organic nutrients.
25. Pesticides/Insecticides/Fungicides/Herbicides/Agrochemical formulation.
26. Petroleum products/crude oil storage and transfer excluding cross-country pipeline.
27. Pharmaceuticals formulation.
28. Plywood and Board manufacturing.
29. Pre-boiled rice mills.
30. Pulping and fermenting of coffee beans.
31. Pulverizing units.
32. Surgical and medical products not involving effluent/emission generating process.
33. Tyres and tubes vulcanization, vulcanization, retreading moulding.
34. Wire drawing (cold process) and bailing straps.

GREEN (Low Pollution Potential)

(I) Industries in Small scale, Cottage/Village category suggested under notification of the State Government for issuance of simplified NOC/ Consent from State Pollution Control Board.

(II) All those industries or processes which are not covered under the “Red” and/ or “Orange” category; An illustrative list is provided below.

- 1.Apparel making.
- 2.Assembly of air coolers, conditioners.
- 3.Assembly of bicycles, baby carriage and other small non- motorized vehicles.
- 4.Atta-chakkies.
- 5.Bakery products, biscuits confectionery.
- 6.Bamboo and cane products (only dry operations).
- 7.Block making for printing.
- 8.Bulk Cement terminal.
- 9.Cardboard or corrugated box and paper products (Paper or pulp manufacturing excluded).
- 10.Carpet weaving.
- 11.Chilling plants and cold storage.
- 12.Cotton and woolen hosiery.
- 13.Dal mills.
- 14.Electronics and Electrical goods.
- 15.Electronics equipment (Assembly).
- 16.Footwear (rubber and PVC).
- 17.Fountain pens.
- 18.Garments stitching, tailoring.
- 19.Gold and Silver smithy.
- 20.Gold and Silver thread zari work.
- 21.Groundnut decorticating (dry).
- 22.Ice-cream or Ice-making.
- 23.Industrial Gases, namely; Air, Oxygen, Nitrogen, Argon, Helium, Carbon Dioxide, Nitrous Oxide.
- 24.Insulation and other coated papers (Paper or pulp manufacturing excluded).
- 25.Jobbing and machining.
- 26.Leather footwear and leather products excluding tanning and hide processing.
- 27.Light engineering.
- 28.Manufacture of formulated synthetic detergent products.
- 29.Manufacture of soaps involving process without generation of trade effluent (saponification of fats and fatty acids only).
- 30.Medical and Surgical instruments.
- 31.Mineralised water.
- 32.Musical instruments manufacturing.
- 33.Oil ginning/expelling (no hydrogenation/refining).
- 34.Optical frames.

35. Paint (by mixing process only).
36. Paper pins and U-clips.
37. Plastic & PVC processed goods.
38. Polythene, plastic and PVC goods through injection/extrusion moulding.
39. Powerlooms/handlooms (without dyeing & bleaching).
40. Printing press.
41. Radio assembling.
42. Rice Millers.
43. Rope (cotton and plastic).
44. Rubber goods industry.
45. Scientific and mathematical instruments.
46. Shoelace manufacturing.
47. Sports goods.
48. Steeping and processing of grains.
49. Supari (Betelnut) and masala grinding.
50. Thermometer making.
51. Toys.
52. Wasting of used sand by hydraulic discharge.
53. Water softening and demineralised plants.

4. Non-Polluting Industrial Activities (exemption from Consent)

1. Tailoring/garment making.
2. Handloom weaving.
3. Furniture (wooded & steel).
4. Assembly of domestic electrical and electronic appliances/ equipment.
5. Candles.
6. Carpentry (excluding saw mill).
7. Manufacture of steel trunks and suit cases.

Note:

Industries which do not fall in any of the above mentioned categories (i.e. Red/Orange/Green/Non-polluting), decision with regard to their categorization will be taken by the State Pollution Control Board.

By order of the Governor

S. P. Nanda 24.4.03
Principal Secretary to Government

Memo No. 6195 / F & E .

Date 24/4/07

Copy forwarded to the Director, Printing, Stationery and Publication, Orissa, Cuttack for favour of information and necessary action. He is requested to publish the Order in the Extra-ordinary issue of Orissa Gazette today and supply 100 copies of the Gazette to this Deptt. for reference and further action.


Director, Environment-cum-Special Secretary to Govt.

Memo No. 6196 / F & E .

Date 24/4/07

Copy forwarded to the Member Secretary, State Pollution Control Board, Orissa, Bhubaneswar for information and necessary action.


Director, Environment-cum-Special Secretary to Govt.

Memo No. 6197 / F&E.

Dated 24/4/07

Copy forwarded to All Departments of Government of Orissa for information and necessary action.


Director, Environment-cum-Special Secretary to Govt.

Government Odisha
Forest and Environment Department

ORDER

ENV-I-01/2012 13434 /F&E., Dated the 16-7-12

Whereas industrial plants have been categorized into high, medium, low and non-polluting on the basis of pollution potentiality by the order of the Government of Odisha in the Forest and Environment Department No. ENV-I-40/2007 - 6194/ F&E Dated the 24th April, 2007 for the purpose of fixation of fee for application for consent for establishment and operation of different such industrial plants under sub-section (2) of section 21 of the Air (Prevention and Control of Pollution) Act, 1981 and sub-section (2) of section 25 of the Water (Prevention and Control of Pollution) Act, 1974 and for authorization by the State Pollution Control Board under the provisions of the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules, 2008.

Now, after careful consideration of the matter and in partial modification of the said order, the State Government in consultation with the Board do hereby identify the following industrial plants into different categories in addition to the existing categories of industrial plants, namely:-

SCHEDULE

1. RED (High Pollution Potential)

1. DG set of capacity 15 KVA or more under Air (PCP) Act, 1981.
2. Building and construction projects having built up area $\geq 20,000$ sq mt and $< 150,000$ sq mt.
3. Townships and area development project covering an area ≥ 50 Ha and or built up area $\geq 1,50,000$ sq mtrs.
4. River valley project (irrigation / hydro power projects)
5. Nuclear power projects and processing of nuclear fuel
6. Highway projects
7. Airports

EECB/12
20/7/12

SECRET (N)

20/7/12
18/7/12

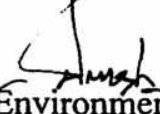
8. Isolated storage and handling of hazardous chemicals as per threshold planning quantity indicated in column 3 of the schedule 2&3 of MSIHC Rules 1989 as amended in 2000.
9. All transportation pipelines (oil & gas including crude and refinery / petrochemical products / mineral slurry).
10. Industrial estates / parks / complexes / areas, Export Processing Zones (EPZs), Special Economic Zones (SEZs), Biotech Parks, leather complexes.
11. Common hazardous waste, treatment, storage and disposal facilities (TSDFs)
12. Dumping of ash/char/slog/other non-hazardous industrial waste outside factory premises (including mine void and low laying area filling)
13. Common Municipal Solid waste Management Facility
14. Ports, Harbours
15. Aerial ropeways
16. Granite polishing units
17. Fishing harbour
18. Common effluent treatment plant / common sewage treatment plant
19. Coal / Coke briquettes plant
20. Ship building , rig manufacturing and assembling
21. Any other project which does not find a place here but comes under the schedule of Environment Impact Assessment Notification, 2006
22. Railway siding and mineral stackyard
- 2. ORANGE (Medium Pollution Potential)**
 1. Fish landing centre
 2. Chuda mill
- 3. GREEN (Low Pollution Potential)**
 1. Fly ash based product manufacturing unit

R.K.Sharma

Principal Secretary to Government

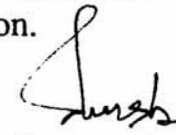
Memo No. 13/32 /F&E.,dt. 16-7-12

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack for favour of information and necessary action. He is requested to publish the Notification in the Extra-ordinary issue of Odisha Gazette and supply 100 copies of the Gazette to this Department for reference and further action.

 16.7.12
Director, Environment-cum-
Spl. Secretary to Government


Memo No. 13/33 /F&E.,dt. 16-7-12

Copy forwarded to the Member Secretary, State Pollution Control Board, Odisha, Bhubaneswar for information and necessary action.

 16.7.12
Director, Environment-cum-
Spl. Secretary to Government

Memo No. 13/34 /F&E.,dt. 16-7-12

Copy forwarded to All Departments of Government of Odisha for information and necessary action.

 16.7.12
Director, Environment-cum-
Spl. Secretary to Government



H.2. Circular for categorization and minimum frequency of inspection and sampling of industries under Water and Air Acts



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 9968 /Ind-II-NOC-Misc.- 170

Date 17-06-15

CIRCULAR

1. The Board vide office order No. 6456 dt. 15.4.2015 classified the industrial projects as following.

Investment in Rs.	Green	Orange	Red
Up to 5.0 Crores	C	C	C
More than 5.0 Crores and up to 50.0 Crores	C	C	B
More than 50.0 Crores	C	B	A

The mining projects were also classified in the following manner.

Mining Projects	Category
Coal, Bauxite, Iron, Manganese, Limestone, Dolomite and Chromite	A
Other than Coal, Bauxite, Iron, Manganese, Limestone, Dolomite and Chromite	B

For the industrial project 'investment' means the capital investment in plant and machinery, land and building etc. exclusive of working capital. The 'Red', 'Orange' and 'Green' category projects are to be determined as notified by the F & E Deptt., Govt. of Odisha and amended from time to time.

2. The Board in its 111th meeting (Special) held on 30.05.2015 approved to adopt following minimum frequency of inspection and sampling.

Project Category	Minimum Inspection frequency	Minimum Sampling frequency
A	At least once in 6 months	Every month
B	At least once in 2 years on random check basis	Once in 6 months
C	At least once in 3 years on random check basis	Once in a year

3. In the case of any allegation of pollution against a particular unit, the inspection and sampling can be done at a frequency higher than the above minimum frequency prescribed for a class of industry. In such case the frequency shall be determined by the Member Secretary / Regional Officer as the case may be.

4. For the units which are in the exempt category (as notified by the State Govt.), the sampling and inspection shall be done only if any allegation of pollution by the concerned industries are received by the Board.

This order supersedes all previous office orders/circular brought out by the State Pollution Control Board in this matter and will come into force with immediate effect.

By Order of the Board



MEMBER SECRETARY

Memo No. 9969 /Dt. 17-06.15

Copy forwarded to the Director(Env.)-cum-Special Secretary, Govt. of Odisha, Forest & Environment Department, Bhubaneswar for kind information and necessary action.



MEMBER SECRETARY

Memo No. 9970 /Dt. 17-06.15

Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs / All DESs / All AEEs / All AESs / Administrative Officer / All Regional Officers / Sr. Law Officer / Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.



MEMBER SECRETARY

Memo No. 9971 /Dt. 17-06.15

Copy forwarded to "Make in India" (File No. Ind.II-NOC-Misc.196) for record.



MEMBER SECRETARY

H.3. Office Order for exemption of all green industries from consent management

22/12/15



GOVERNMENT OF ODISHA
FOREST AND ENVIRONMENT DEPARTMENT

ORDER

ENV-I-82/2015 14/78/F&E, Dated the 7-8-15

Whereas Industrial Plants have been categorised into red, orange, green and non-polluting industrial activities vide Forest & Environment Department Order No. Env.I-40/2005-6194/F&E, dt. 24.4.2007 and No. Env.-I-01/2012-13131/F&E, dt. 16.7.2012 for the purpose of determination of Application fees for consent to establish & operate such industrial plants under Sub-section(2) of Section 21 of Air (PCP) Act, 1981 and Sub-section (2) of Section 25 of the Water (PCP) Act, 1974 and for authorisation by the State Pollution Control Board under the provision of the Hazardous Wastes (Management , Handling & Transboundary Movement) Rules, 2008.

*SEE(N)
SEE(C)
SEE(B)
14/8*

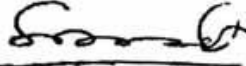
Now, after further consideration of the matter, the State Government in consultation with the State Pollution Control Board do hereby decide that the Green Category of Industries shall be exempted from consent administration of the SPCB and need not apply for consent to Establish and Consent to operate to the State Pollution Control Board. However, the green category of industries shall be governed by self regulatory regimes and will have to follow the general guidelines for best environmental management practices in this category of industries.

*Sri Padmaiah
Immediate
18/8/15*

By order of the Governor
[Signature]
Addl. Chief Secretary to Government

Memo No. 14199 /F&E, dt. 7-8-15

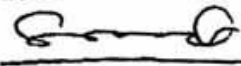
Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack for favour of information and necessary action. He is requested to publish the Notification in the Extra-ordinary issue of Odisha Gazette and supply 100 copies of the Gazette to this Department for reference and further action.


07.08.15

Director, Env.-cum-Spl.Secy.to Government

Memo No. 14200 /F&E, dt. 7-8-15

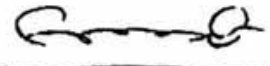
Copy forwarded to the Member Secretary, State Pollution Control Board, Odisha, Bhubaneswar for information and necessary action.


07.08.15

Director, Env.-cum-Spl.Secy.to Government.

Memo No. 14201 /F&E, dt. 7-8-15

Copy forwarded to All Departments of Government of Odisha for information and necessary action.


07.08.15

Director, Env.-cum-Spl.Secy.to Government.

H.4. Order with validity period for Consent to Establish



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar - 751012

No. 10209 /IND-II-NOC- Misc.-200

Date 23.06.2016

OFFICE ORDER

VALIDITY PERIOD OF CONSENT TO ESTABLISH UNDER THE PROVISIONS OF WATER (PREVENTION & CONTROL OF POLLUTION) ACT, 1974 AND AIR (PREVENTION AND CONTROL OF POLLUTION) ACT, 1981

The Board grants consent to establish to industries and mines under section 25 of Water (Prevention and Control of Pollution) Act, 1974 and section 21 of Air (Prevention and Control of Pollution) Act, 1981. Such consent to establish is valid for a period of five years from the date of issue of consent to establish order.

Under Ease of Doing Business programme, the Department of Industrial Policy and Promotion (DIPP), Govt. of India has suggested action point that consent to establish shall be issued for a validity for a minimum period of five years or more.

In compliance to the above action point of Department of Industrial Policy and Promotion (DIPP), Govt. of India, Consent to establish shall be granted to industrial and mining projects for a validity period of minimum 05 (Five) years.

Memo No. 10210 /dt. 23.06.2016

Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs / All DESs / All AES / Administrative Officer / All Regional Officers / Sr. Law Officer-L-II / Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.


MEMBER SECRETARY


MEMBER SECRETARY

***H.5. Notification with guidelines for
Revalidation/Modification of Consent to
establish order based on Self-certification***



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 10534 /Ind-II-NOC-Misc.-68

Date 27.06.16

NOTIFICATION

GUIDELINES FOR AUTO REVALIDATION OF CONSENT TO ESTABLISH

- 1) The Board grants consent to establish to industries and mines under section 25 of Water (Prevention & Control of Pollution) Act, 1974 and section 21 of Air (Prevention & Control of Pollution) Act, 1981. Such consent to establish is valid for a period of five years from the date of issue of consent to establish order provided substantial physical progress of the project has not taken place in the meantime.
- 2) The proponents who are unable to achieve substantial physical progress of the project within this five years period of consent to establish, are required to revalidate the consent to establish for another five years. The procedure for revalidation of consent to establish under different conditions are laid down in the guidelines issued vide No. 5187 dtd. 28.3.2009.
- 3) This guidelines lays down the procedure to revalidate / modify consent to establish without going through a detailed process of scrutiny as required in the case of a fresh application.
- 4) The Department of Industrial Policy and Promotion (DIPP), Govt. of India under 'Ease of Doing Business' programme has suggested an action point to allow for auto-renewal of consent to establish under Water(PCP) Act, 1974 and Air (PCP) Act, 1981 based on self-certification or third party certification.
- 5) In compliance to the above action point of DIPP, Govt. of India, following provisions of auto-revalidation is made, so that, the revalidation can be effected on the basis of self-declaration and without any site inspection.
 - a) The consent to establish shall be auto-revalidated for a period of five years in the following cases :
 - i) A project whose consent to establish has become invalid but its environmental clearance is valid.
 - ii) A project which does not require environmental clearance, but its consent to establish has become invalid.
 - b) Projects falling within the categories specified in para (a) shall make a request on the online consent management portal of State Pollution Control Board alongwith applicable one time consent to establish fee, upload

- relevant document in support of the project cost and a signed copy of self declaration form in the format enclosed as **Annexure-A** of this notification.
- c) After verification of the documents and self-declaration, Sr. Env. Engineer / Sr. Env. Scientist in charge of consent to establish cell in the Head Office or the Regional Officer (as the case may be) shall issue a revalidation order through online system without seeking any further approval from the Member Secretary or the Regional Officer (as the case may be).
 - d) The proponent shall be allowed for auto-revalidation of consent to establish only once after the expiry of first consent to establish for a maximum period of five years.
- 6) Application for auto-revalidation of consent to establish shall be made not later than six months from the date of validity of consent to establish.
 - 7) No application received after the expiry of six months from the date of validity shall be considered by the Board for revalidation of consent to establish. The applicant has to make a fresh application after the expiry of six months from the date of validity.
 - 8) The guidelines No. 5187 dtd. 28.3.2009 is modified accordingly by incorporating the above modification and is enclosed as **Annexure-B** of this notification.

By order of the Chairman

Encl : Annexure - A & B


MEMBER SECRETARY

Memo No. 10535 dt. 27.06.16
Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / Administrative Officer / All R.Os / Sr. Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.

Encl : As above


MEMBER SECRETARY

Memo No. 10536 dt. 27.06.16
Copy alongwith Guidelines forwarded to Mrs. Mamata Patnaik, Env. Engineer-cum-System Administrator, SPC Board, Bhubaneswar for information and necessary action. She is requested to display the guidelines in the web site of the Board replacing the old guidelines. She is also requested to develop facility for online submission of application for Auto revalidation as per the guidelines.

Encl : as above


MEMBER SECRETARY

ANNEXURE - A

**FORMAT FOR SELF CERTIFICATION BY THE INDUSTRY FOR AUTO
REVALIDATION OF CONSENT TO ESTABLISH**

To,

The Member Secretary
State Pollution Control Board, Odisha. } For Head Office
Bhubaneswar

Or
The Regional Officer, SPC Board, _____ } For Regional Office

Sub: Self Certification for Auto Revalidation of the Consent to Establish under
Water (PCP) Act, 1974 and Air (PCP) Act, 1981.

Ref: Consent to establish issued by the Board vide letter No _____
dated which is valid up to _____

Dear Sir,

We wish to apply for the auto revalidation of consent to establish referred above. We undertake the following:

1. We have consent to establish from SPCB, Odisha which is valid upto _____ vide above referred letter and copy of the same is enclosed.
2. The project capacity and configuration remains the same as submitted vide our original application No _____ dated _____.
3. The capital investment of the industry, as per SPCB, Odisha vide above referred consent to establish was ₹..... (Rupees _____). The Capital Investment for the proposed consent to establish auto revalidation is ₹..... (Rupees _____). (The change in capital Investment, if any, is only due to investments in infrastructure development, clean technology, pollution control systems and better production management).
4. There is no increase in production or pollution load than as referred in the earlier consent to establish granted vide letter no. _____, dated _____.
5. We are submitting a fees of ₹..... (Rupees _____) for consent to establish corresponding to the present cost of the project duly supported by the Chartered Accountants certificate to that effect.

6. We undertake to comply with any further condition which may be stipulated by SPCB, Odisha in future and also, undertake to pay all the charges/fees/demands in future.
7. We hereby declare that the information furnished here is true as per the records. We further understood that suppression of information or giving any false information is punishable under section 42(1)(f) of Water (PCP) Act, 1974 and under section 38 (f) of Air (PCP) Act, 198.1

It is requested to approve the auto revalidation of the consent to establish in favour of our unit for the period upto _____.

Thanking You

Encl: As above.

Signature of occupier, Name and
designation with phone and email
address and Seal of the Company

ANNEXURE - B

**GUIDELINES FOR
AUTO REVALIDATION / MODIFICATION OF CONSENT
TO ESTABLISH ORDER**

JUNE, 2019



STATE POLLUTION CONTROL BOARD, ODISHA

Parade Ground, A-115, Bhubaneswar, 751 005,
Odisha - 751 015, India

GUIDELINES FOR AUTO REVALUATION / MODIFICATION OF CONSENT TO ESTABLISH

The Board grants consent to establish industries and mines under section 25 of Water (Prevention & Control of Pollution) Act, 1974 and section 21 of Air (Prevention & Control of Pollution) Act, 1986. Consent to establish is valid for the product, quantity, manufacturing process and raw materials as mentioned in the application for a period of five years from the date of issue of consent to establish order provided substantial physical progress of the project has not taken place in the meanwhile. Some proponents who are unable to do substantial physical progress of the project within this five years period of consent to establish, request for revocation of consent to establish. Some proponents are also requesting to issue modify consent to establish for change in plant configuration as well as correction in consent to establish. The proposals of revocation / modification of consent to establish are broadly fed within the following category:

1. Issue consent to establish as well as environmental clearance after lapse of 5 years.
2. Issue consent to establish after lapse of 5 years but environmental clearance is valid.
3. Consent to establish is issued after 5 years, process of EA (i.e. public hearing etc.) has been completed long back but environmental clearance has not been accepted by MoEFCC, Govt. of India.
4. Issue consent to establish after lapse of 5 years but the project does not require environmental clearance.
5. Change in plant configuration without exceeding normal capacity for which consent to establish granted.
6. Major change in plant configuration as well as converted capacity for which consent to establish granted.
7. Correction sought in conditions stipulated in consent to establish order.

The guideline after all resolving the issues arising in above circumstances and puts forth a uniform procedure to be adopted by the Head Office as well as the Regional Office while modifying or reissuing consent to establish.

6. Issue consent to establish as well as Environmental Clearance

In the case when the consent to establish (CTE) and environmental clearance (EC) are issued the consent to establish issued earlier can not be revalidated.

Guidelines for the Revocation/Modification of Consent to Establish



This type of proposal shall be treated as not used and the proponent shall be advised to apply again for consent to establish, operating and maintain and conduct their EIA study for securing environmental clearance (if required).

B. Renewal consent to establish and valid Environmental Clearance :

A. 1. If the proponent fails to do substantial physical progress of the project within 5 years period of consent to establish, consent to establish shall be auto-renewal for 5 years after receipt of the following from the proponent:

- a. Adequate and true consent to establish fees as per present fees structure of the Board for the project.
- b. Supportive documents as a present project area.
- c. Signed copy of self-certification / declaration form indicating that the project capacity and configuration has not changed with respect to the original application.
- d. After verification of the documents and self-certification, Sr. (Ex. Engineer) / Sr. (Ex. Scientist) in charge of consent to establish cell in the Head Office or the Regional Office (as the case may be) shall issue a notification order through online system without seeking any further approval from the Member Secretary or the Regional Officer (as the case may be).
- e. The proponent shall be allowed for auto-renewal of consent to establish only once after the expiry of first consent to establish for a maximum period of five years.
- f. Application for auto-renewal of consent to establish shall be made not less than six months from the date of expiry of consent to establish.
- g. The application received after the expiry of six months from the date of expiry shall be considered by the Board for re-grantation of consent to establish. The applicant has to make a fresh application after the expiry of six months from the date of expiry.

B. 1. If the proponent fails to do substantial physical progress of the project within 5 years of auto-renewal period, the proponent shall be notified to assess if any substantial changes in environmental setting have taken place in and around the proposed project area. If the development in the proposed area is not significant then consent to establish shall be renewed for another 5 years after receipt of the following from the proponent:

- a. Adequate and true consent to establish fees as per present fees structure of the Board for the project.

Signature for Auto Renewal/Re-grantation of Consent to Establish:



- b. Supportive documents w.r.t present project cost.
 - c. Signed copy of self certification / declaration form indicating that the project capacity and configuration has not changed with respect to the original application.
- ii) If the development in the proposed area is significant then the proponent shall be asked to apply afresh for consent to establish for the proposal.
- C. In case the project configuration has changed then the proponent shall make a fresh application for consent to establish.
- 3. **Invalid consent to establish, process of EIA (i.e. public hearing etc.) has been completed but environmental clearance has not been accorded:**
 - i) The proposed site shall be verified to assess if any substantial changes in basic environmental setting have taken place in and around the proposed project area. If the development in the proposed area is not significant than consent to establish shall be revalidated after receipt of the following from the proponent :
 - a. Adequate consent to establish fees as per present fees structure of the Board for the proposal.
 - b. An undertaking that the project capacity and configuration has not changed with respect to the original application.
 - c. In case the project configuration has changed then the proponent shall make a fresh application for consent to establish.
 - ii) If the development in the proposed area is significant then the proponent shall apply afresh for consent to establish and conduct fresh EIA in the project for obtaining environmental clearance.
- 4. **Invalid consent to establish of a project which does not require environmental clearance :**
 - A. i) If the proponent fails to do substantial physical progress of the project within 5 years period of consent to establish, consent to establish shall be **auto revalidated** for 5 years after receipt of the following from the proponent.
 - a. Adequate one time consent to establish fees as per present fees structure of the Board for the proposal.
 - b. Supportive documents w.r.t present project cost.

- c. Signed copy of self certification / declaration form indicating that the project capacity and configuration has not changed with respect to the original application.
 - ii) After verification of the documents and self-declaration, Sr. Env. Engineer / Sr. Env. Scientist in charge of consent to establish cell in the Head Office or the Regional Officer (as the case may be) shall issue a revalidation order through online system without seeking any further approval from the Member Secretary or the Regional Officer (as the case may be).
 - iii) The proponent shall be allowed for **auto-revalidation** of consent to establish only once after the expiry of first consent to establish for a maximum period of five years.
 - iv) Application for **auto-revalidation** of consent to establish shall be made not later than six months from the date of validity of consent to establish.
 - v) No application received after the expiry of six months from the date of validity shall be considered by the Board for revalidation of consent to establish. The applicant has to make a fresh application after the expiry of six months from the date of validity.
- B. i)** If the proponent fails to do substantial physical progress of the project within 5 years of auto-renewal period, the proposed site shall be verified to assess if any substantial changes in environmental setting have taken place in and around the proposed project area. If the development in the proposed area is not significant then consent to establish shall be revalidated for another 5 years after receipt of the following from the proponent :
- a. Adequate one time consent to establish fees as per present fees structure of the Board for the proposal.
 - b. Supportive documents w.r.t present project cost.
 - c. Signed copy of self certification / declaration form indicating that the project capacity and configuration has not changed with respect to the original application.
- ii) If the development in the proposed area is significant then the proponent shall be asked to apply afresh for consent to establish for the proposal.
- C.** In case the project configuration has changed then the proponent shall make a fresh application for consent to establish.

5. Change in plant configuration where overall capacity remains within the consented quantity for which consent to establish granted :

The proponent shall be issued a modified consent to establish incorporating the change in plant configuration after surrendering the original consent to establish order issued earlier. However, validity of the modified consent to establish shall be with effect from the date of issue of the original consent to establish.

6. Change in major plant configuration as well as consented capacity for which consent to establish granted:

The proponent shall apply afresh for consent to establish for the proposal and also obtain fresh environmental clearance if proposal requires environmental clearance.

7. Correction in stipulated conditions of consent to establish :

- i) In case the proponent seeks to modify or drop any condition stipulated in the consent to establish order, the merit of such modification or exemption shall be evaluated by the competent authority. In case the competent authority is satisfied that the desired modification or exemption is not compromising the desired environmental quality then such modification and/or exemption can be granted by the Authority.

(N.B.: In this case the competent authority means the office which has the authority to grant consent to establish for the project in question).

- ii) The proponent shall be issued a modified consent to establish incorporating the necessary correction after surrendering the original consent to establish issued earlier. However, validity of the modified consent to establish shall be with effect from the date of issue of earlier consent to establish order.

H.6. Circular for auto-renewal of Consent to Operate for industries



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 10142 /Ind-II-NOC-Misc. - 170

Date 19.06.15

CIRCULAR

1. Under Make in India Programme the Department of Industrial Policy & Promotion (DIPP) has suggested for auto renewal of consent to operate under Water (PCP) Act. 1974 and Air (PCP) Act, 1981 based on self-certification / third party certification.
2. Auto renewal of consent to operate based on self-certification / 3rd party certification can be defined as renewal of consent to operate without making application in prescribed format and without physical verification of compliance to consent conditions, but only depositing adequate consent fees and furnishing self-certification / 3rd party certifications that the unit complies to all the consent conditions.
3. The Board in its 111th meeting (Special) held on 30.05.2015 approved for auto renewal of consent to operate for Red category of industries (2-5 years) and Orange category of industries (10 years) with the following manner:
 - i. Orange category of industries is of medium pollution potential and it has been approved by the Board to increase the consent period for such industries for 10 years subject to payment of consent fees. In many cases the industries prefer to pay the fee for a lesser period for internal reason. In such cases auto renewal of consent to operate based on self-certification / 3rd party certification for balance period within a block period upto 10 years shall be considered in case the industry pays for the remaining fees for the desired period.
 - ii. Red category industry being higher in pollution potential is required to be rigorously monitored. At present Board gives consent to the red category of industries for 5 years except 17 category of highly polluting industries and Sponge iron plant for which consent is being provided for 2 years. Auto renewal of consent to operate based on self-certification / 3rd party certification for red category industries shall be considered for balance period within a block period of upto 5 years (depending upon different category) in case the industry pays fees for lesser period and pays the fee for desired period.
 - iii. The Board has approved for exemption of green category of industries from consent administration of the Board. This will be implemented after the approval of the Govt. in Forest & Environment Department. Hence, auto-renewal of consent to operate may not be necessary for green category industries. However, till Govt.

approval is obtained for exemption of green category of industries from consent administration of the Board, validity of consent to operate for green category of industries will be 5 years with auto-renewal of consent to operate as per above procedure.

- iv. Above auto-renewal of consent to operate will not be applicable when the existing unit will go for expansion activities. Before starting operation of expansion project / alteration in emission / discharge / disposal of solid waste, the industry has to submit separate consent to operate application online to obtain prior consent to operate of the Board.
4. The third party inspection should be made through agencies which are empanelled by the State Pollution Control Board based on their competence and capacity.
5. Consent to operate after the prescribed block period (i.e. upto 2, 5 & 10 years) will be provided on receipt of fresh application, adequate fees and exhaustive inspection.

This order will come into force with immediate effect.

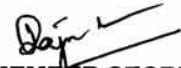
By Order of the Board



MEMBER SECRETARY

Memo No. 10143 /Dt. 19.06.15

Copy forwarded to the Director (Env.)-cum-Special Secretary, Govt. of Odisha, Forest & Environment Department, Bhubaneswar for kind information and necessary action.



MEMBER SECRETARY

Memo No. 10144 /Dt. 19.06.15

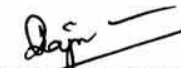
Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs / All DESs / All AEEs / All AESs / Administrative Officer / All Regional Officers / Sr. Law Officer / Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.



MEMBER SECRETARY

Memo No. 10145 /Dt. 19.06.15

Copy forwarded to "Make in India" (File No. Ind.II-NOC-Misc.196) for record.



MEMBER SECRETARY

***H.7. Circular for validity duration increase
of Consent to Operate for industries***



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 10146 /Ind-II-NOC-Misc. - 170

Date 19.06.15

CIRCULAR

In partial modification to this office circular issued vide No. 4150 dt. 1.3.2006 and in pursuance of the decision taken in the 110th meeting of the Board held on 26.2.2015 and 111th meeting (Special) of the Board held on 30.5.2015, validity period for consent to operate for industries, mines and other installation under Red, Orange and Green category as per clause (III) of sub-section 4 of section 25 of the Water (PCP) Act, 1974 and sub-section 4 of section 21 of Air (PCP) Act, 1981 shall be regulated in the following manner.

- a) Consent to operate in respect of 17 categories of highly polluting industries including sponge iron plants shall be granted for minimum period of two years having fair compliance on payment of required fees, subject to condition that the updated compliance status of the concerned industries will be uploaded on their own website to bring the same on public domain at regular intervals.
- b) Consent to operate for projects under red category other than para (a) above shall be granted for a maximum period of five years on payment of the required fees adequate for five years.
- c) Consent to operate for projects under orange category shall be granted for a maximum period of 10 years on payment of the required fees adequate for 10 years.
- d) The Board approved for exemption of green category of industries from consent administration of the Board. This will be implemented after the approval of the Govt. in Forest & Environment Department. Hence, consent to operate may not be necessary for green category industries once the Govt. approves the proposal of the Board. However, till Govt. approval is obtained for exemption of green category of industries from consent administration of the Board, consent to operate for green category of industries shall be granted for a maximum period of five years on payment of the required fees adequate for five years as per this office circular No. 4150 dt. 1.03.2006.

- e) The project proponent has to undertake that in case the consent fee is revised upward during this period, they shall pay the differential fees to the Board (for the remaining years) to keep the consent order in force. If they fail to pay the amount within the period stipulated by the Board the consent order will be revoked without prior notice.
- f) The project proponents shall have to submit a declaration by 30th April every year that all the pollution control systems are in good condition and are being maintained properly, the emissions and effluent are conforming to the prescribed standard, and all the consent conditions have been complied with.
- g) The Board reserves the right to grant consent to operate for above mentioned category of projects for a period less than the validity period mentioned above if the status of compliance and track record of the industry is found to be not satisfactory.
- h) The Board reserves the right to revoke / refuse consent at any time during this period in case any violation is observed.

This order will come into force with immediate effect.

By Order of the Board


MEMBER SECRETARY

Memo No. 10147 /Dt. 19.06.15
Copy forwarded to the Director (Env.)-cum-Special Secretary, Govt. of Odisha, Forest & Environment Department, Bhubaneswar for kind information and necessary action.


MEMBER SECRETARY

Memo No. 10148 /Dt. 19.06.15
Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs / All DESs / All AEEs / All AESs / Administrative Officer / All Regional Officers / Sr. Law Officer / Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.


MEMBER SECRETARY

Memo No. 10149 /Dt. 19.06.15
Copy forwarded to "Make in India" (File No. Ind.II-NOC-Misc.196) for record.


MEMBER SECRETARY



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STATE POLLUTION CONTROL BOARD, ODISHA

[DEPARTMENT OF FOREST & ENVIRONMENT, GOVERNMENT OF ODISHA]

Paribesh Bhawan, A/118, Nilakantha Nagar, Unit - VIII

Bhubaneswar - 751 012, INDIA

No. 9775 /

Ind-I-Con- (M)-1377

Date 18-06-2016

CIRCULAR

In partial modification of the office circular issued by the Board vide No.10146/Ind-II-NOC (Misc)-170, dtd. 19.06.2015 as per suggestion on the action point of DIPP, Govt. of India under 'Ease of Doing Business Programme' Consent to Operate in respect of 17 category of highly polluting industries including sponge iron plants shall be granted for a validity period of 5 (Five) years, subject to fair compliance on payment of requisite fees and subject to condition that the updated compliance status of the concerned industries will be uploaded on their own website to bring the same on public domain at regular intervals. All other conditions stipulated in the above referred circular dtd. 19.06.2015 will remain unchanged.

This order will come into force with immediate effect.

By Order of the Chairman


MEMBER SECRETARY

Memo No 9776 /dtd 18-06-2016 /

Copy forwarded to the Director, (Env)-cum- Special Secretary, Govt. of Odisha, Forest & Environment Department, Bhubaneswar for kind information and necessary action.


MEMBER SECRETARY

Memo No 9777 /dtd 18-06-2016 /

Copy forwarded to All Sr. Env. Engineers/All Sr. Env. Scientists/ All EEs/ All ESs/All DEEs/ All DES/ All AESs/ Administrative Officer/ All Regional Officers/ Sr. Law Officer/ Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.


MEMBER SECRETARY

Memo No 9778 /dtd 18-06-2016 /

Copy forwarded to "Make in India" (File No. Ind-II-NOC-Misc-196) for record.


MEMBER SECRETARY



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STATE POLLUTION CONTROL BOARD, ODISHA

[DEPARTMENT OF FOREST & ENVIRONMENT, GOVERNMENT OF ODISHA]

Paribesh Bhawan, A/118, Nilakantha Nagar, Unit - VIII

Bhubaneswar - 751 012, INDIA

No. 9835 /

Ind-I-Con- (M)-1377

Date 18-06-2016

CIRCULAR

In supersession of notice of the Board vide No. 18630/IND-I-CON (M)-1366, dtd. 01.12.2015, it is to bring to the notice of all concerned that State Pollution Control Board, Odisha vide its circular No. 10146/IND-II-NOC-(Misc) 170, dtd. 19.06.2015 and circular No. 9775/ IND-I-CON-(M)-1377, dtd. 18-06-2016 has brought out circulars making provision (Circulars available in the website www.ospcboard.org) to regulate the validity period of consent to operate granted by the Board in the following manner a fresh;

- (A) Consent to operate shall be granted to the following category of units on payment of required consent to operate fees for the block period depending on the category of industry / project / mines / installations;
- (i) The industry / projects/ mines / installations under Red category for a period of 5 years.
- (ii) The industries / projects / installations under Orange category for a period of 10 years.
- (B) The Green category of industry / projects/ installations have been exempted from obtaining consent to operate from the Board vide F&E Dept., Govt. of Odisha, order No. ENV-I-82/2015/14198/F&E, dtd. 07.08.2015.
- (C) The Board has made a provision for **Auto Renewal of Valid existing consent to operate for balance period** on submission of adequate fees vide it's Circular No. 10142/Ind-II-NOC(M)-170, dtd. 19.06.2015. Now, therefore, the Board lays down the following procedure for auto renewal for different categories of units as explained in the following paragraphs. The block period for grant of consent to operate of different categories of projects through auto renewal are as follows.

P.T.O

(i) **Red category of projects- Block period - 5 years**

If existing valid CTO has been granted for 2013-14 and 2014-15 and 2015-16 then the block period for auto renewal of CTO will be from 2013-14 to 2017-18. If the existing valid CTO has been granted for 2014-15 and 2015-16 then the block period for auto renewal of CTO will be 2014-15 to 2018-19 and auto renewal of CTO can be made for the balance period i.e., 2016-17, 2017-18 and 2018-19.

(ii) **Orange category of projects : Block period -10 years.**

If the exiting valid CTO has been granted for 2013-14, 2014-15 and 2015-16, then the block period for auto renewal of CTO will be from 2013-14 to 2022-23 and auto renewal of CTO can be made for the balance period i.e, 2016-17 to 2022-23. If the existing valid CTO has been granted for 2014-15 and 2015-16 then the block period for auto renewal will be 2014-15 to 2023-24 and auto renewal of CTO can be made for the balance period i.e., 2016-17 to 2023-24.

(iii) In case any industry / project / installation / mines opts for auto renewal of consent to operate for a period within the above mentioned block period, it has to deposit the required amount of fees for the balance period of the block period and submit Self – Auto – Renewal declaration and self-certification of compliance of stipulated conditions in the prescribed format of the Board (available in the website www.ospcboard.org. Auto renewal of consent to operate will be considered for a period for which fees is adequate.

(iv) Auto renewal of CTO will not prevent the Board from taking appropriate action against the defaulting units including revoking the CTO.

(D) In case, any industry is under obligation to obtain consent to operate from the Board does not want to opt for consent under auto –renewal, it can apply for consent to operate online by submitting the online consent application form along with consent fees adequate for the block period as applicable (starting from 2016-17). The block period of different categories of industries has been explained as Paragraph –A. Applications for consent to operate for such cases shall be disposed following procedure and on merit.

By order of Chairman


Member Secretary
P.T.O

//3//

Memo No. 9836 /Dt. 18-06-2016

Copy forwarded to All Regional Officers for information and necessary action. They are requested to guide the units operating under their jurisdiction accordingly.


Member Secretary

Memo No. 9837 /Dt. 18-06-2016

Copy forwarded to all Branch Officers/ Administrative Officer for information and necessary action.


Member Secretary

Memo No. 9838 /Dt. 18-06-2016

Copy forwarded to Er. M. Patnaik, EE-cum- System Administrator for information and necessary action. She is requested to upload the notice in the website of the Board.


Member Secretary

o/c

H.8. Office Order for Timeline for Disposal of Consent Application



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 6456 / Ind-II-NOC-Misc.198

Date 15-04.15

OFFICE ORDER

1. Consent to Establish and Consent to Operate is processed under the provisions of Water (Prevention & Control of Pollution) Act, 1974 and Air (Prevention & Control of Pollution) Act, 1981. The above Acts stipulates that if Consent to Establish or Consent to Operate is not granted within the period of 120 days from the date of receipt of complete application, the consent be considered deemed to have been granted.
2. In order to rationalize the processing of consent application the Board vide order No.20961, Dt.16.07.2005, classified the industrial projects into A, B and C categories on the basis of investment and pollution potential. The A category project, being large in scale of operation and higher in pollution potential are subjected to rigorous scrutiny while Category B and C projects are subjected to less rigorous and simplified evaluation process for consent.
3. In order to facilitate industrial development the Govt. of Odisha enacted Odisha Industries Facilitation Rule, 2005 wherein it is stipulated that Consent to Establish application shall be disposed of in 120,60 and 30 days in the case of Category A, B and C projects respectively, whereas, the disposal period for Consent to Operate application remained at 120 days.
4. Department of Industrial Policy and Promotion (DIPP) , Govt. of India through 'Make in India' Program desires to adopt a faster process for disposal of consent application. It is therefore desired that the decision making process has to be hastened and the time limit for disposal of Consent to Establish and Consent to Operate application be made public.

5. Considering the necessity of fast disposal of consent application, it is desired to adopt a risk-based consent application processing framework. For this purpose, the projects shall be categorized on the basis of its environmental risk. The projects involving high environmental risk will be evaluated rigorously and the low risk projects will be subjected to faster process.
6. In the above framework the industrial projects are classified as following.

Investment in Rs.	Green	Orange	Red
Up to 5.0 Crores	C	C	C
More than 5.0 Crores and up to 50.0 Crores	C	C	B
More than 50.0 Crores	C	B	A

The mining project shall be classified in the following manner.

Mining Projects	Category
Other than Coal, Bauxite, Iron, Manganese, Limestone, Dolomite and Chromite	B
Coal, Bauxite, Iron, Manganese, Limestone, Dolomite and Chromite	A

For the industrial project 'investment' means the capital investment in plant and machinery, land and building etc. exclusive of working capital. The 'Red', 'Orange' and 'Green' category projects are to be determined as notified by the F & E Deptt., Govt. of Odisha and amended from time to time.

7. The time limit for disposal of consent application is hereby revised as following

Category	Disposal period in days	
	Consent to Establish	Consent to Operate
A	60	60
B	45	45
C	30	30

This order supersedes all previous office orders brought out by the State Pollution Control Board in this matter and with effect from 01.05.2015.

8. All the officers of the Board who has been delegated the power to grant Consent to Establish and Consent to Operate shall ensure that the consent application is disposed of within the stipulated period from the date when the application is considered to be 'duly made and complete'.

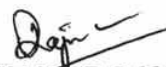
By order of Chairman



MEMBER SECRETARY

Memo No. 6457 /Dt. 15-04.15

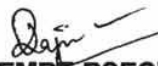
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MEMBER SECRETARY

Memo No. 6458 /Dt. 15-04.15

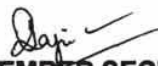
Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs/ All DESs / All AEEs/ All AESs / Administrative Officer / All Regional Officers / Sr. Law Officer / Law Officer, SPC Board, Odisha, Bhubaneswar for information and necessary action.



MEMBER SECRETARY

Memo No. 6459 /Dt. 15-04.15

Copy forwarded to "Make in India" (File No.Ind.II-NOC-Misc.196) for record.



MEMBER SECRETARY

H.9. Order mandating timelines for approval of Authorization for Hazardous Waste Management application



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E-mail: hwmd@ospcboard.org /
paribesh1@ospcboard.org
Website: www.ospcboard.org

STATE POLLUTION CONTROL BOARD, ODISHA

[DEPARTMENT OF FOREST & ENVIRONMENT, GOVERNMENT OF ODISHA]

*Paribesh Bhawan, A/118, Nilakantha Nagar, Unit - VIII
Bhubaneswar - 751012, INDIA*

No 10209 /IND-IV-HW (Misc)-316

Date 23.06.16

OFFICE ORDER

Time Line for Disposal of Authorization Application under "Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016"

As per industries (facilitation) Act, 2004, vide notification dtd. 22-03-2005 of Industry Department, Govt. of Odisha, time line for issuing hazardous waste management authorisation was fixed as 30 days.

Subsequently, the Hazardous Wastes (Management, Handling and Transboundary Movement) Rules, 2008 was notified on 24-09-2008 by MoEF, Govt. of India with provision for disposal of authorisation within 120 days.

In supersession of Wastes (Management, Handling and Transboundary Movement) Rules, 2008, a new rule i.e. Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 was notified by MoEF & CC, Govt. of India on 04-04-2016. This new rule stipulates that authorisation shall be granted within a period of 120 days with effect from the date of receipt of application complete in all respect.

Department of Industrial Policy and Promotion (DIPP), Govt. of India under "Ease of doing Business" action points vide letter No. 2765, dtd. 03-05-2016 of Industry Department, Govt. of Odisha desires to adopt a faster process for disposal of authorisation application under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 and fix up clear time line for faster disposal of authorisation application be made public.

[1/2]

The Board has already adopted online disposal of authorization applications. Further considering the necessity of fast disposal of authorization application in order to regulate the management of Hazardous and Other Wastes in the State, the time limit for disposal of authorization under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 is hereby fixed as 60 days with effect from the date of receipt of online applications complete in all respect against the statutory period of 120 days.

By Order of Chairman


Member Secretary

Memo 10205 /

Dtd 23.06-16

Copy forwarded to the **Principal Secretary to Govt., Industry Department, Govt. of Odisha, Bhubaneswar** for information.


Member Secretary

Memo 10206 /

Dtd 23.06-16

Copy forwarded to the **Director (Env.)-cum-Special Secretary, Govt. of Odisha, Forest & Environment Department, Bhubaneswar** for kind information and necessary action.


Member Secretary

Memo 10207 /

Dtd 23.06-16

Copy forwarded to **All Sr. Env. Engineers/All Sr. Env. Scientists/ All EEs/ All ESs/ All DEEs/ All DESs/ All AEES/ All AESs/ Administrative Officer/ All Regional Officers/ Sr. Law Officer/ Law Officer, SPC Board, Odisha, Bhubaneswar** for information and necessary action.


Member Secretary

Memo 10208 /

Dtd 23.06-16

Copy to **"Make in India"** (File No. Ind-II-NOC-Misc.196) for record.


Member Secretary

H.10. Order exempting Orange category industries from departmental inspections based on third party audit report prepared by OSPCB empaneled auditor



18-03-2018
Mr. Jyoti Choudhary
State - Government
Email: jyoti@odisha.gov.in
Phone: 0674-2555555

STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Environment, Government of Odisha)

Parade Ground, 15th Milestone, Bhubaneswar - 751 005

Registration No. - 182/2018/2019

No. 182/2018 Date of issue 18/03/2018

Date 24/03/2018

CIRCULAR

Sub: Final levy/ suspension of business and industries (Change category) in place of notice suspension for compliance violation under Water (PCTB act 1974) and air (PCTB act 1982)

1. The Forest & Environment Department, Govt. of Odisha (as attached) dated 26/04/2017, and the PCTB (act 1974, 1982) has classified the industries as Red, Orange and Green on the basis of pollution control and environmental compliance with the sector. The State Pollution Control Board has fixed a minimum suspension frequency and monitoring frequency for Red (Orange and Green category) of industries vide its notification no. SPB dt 1.06.2017.
2. As per this above, there is a provision to suspend the Change category of industries with an investment up to Rs. 10 crores, once in every 3 years, and Orange category of industries with an investment of Rs. 10 crores and above, once in 2 years.
3. In order to create an atmosphere of trust of doing business and without compromising the environmental need, it is hereby decided in the public interest that the Change category of industries are exempted from notice suspension of the State Pollution Control Board, provided they submit an audit report prepared by an auditor appointed by SPB for each financial year by 30th September of the following year.
4. The status of notice for a specific industry shall be made by the SPB on a regular periodic basis from the pool of notices submitted by the SPB. The notices shall be paid by the SPB for their judgement at a rate which shall be determined by the SPB from time to time.
5. Category 'B' Change industries (With an investment of Rs. 10 crores and above) shall pay an audit fee of Rs. 25,000/- (Twenty five thousand only) every year, and category 'C' Change industries (With investment up to Rs. 10 crores) shall pay an audit

for of the 1987/88-1989/90 seasons when financial audit was carried by IAFI. The audit for shall be in addition to the income tax payable under Water (pollution and Control) Act 1974 and the generation and Control of Pollution Act 1986.

6. The authority or the auditing firm shall have valid, accreditation or should have valid certification / recognition under Environment Management Act 1986 from ISO14001, and under specific Model 14001 accreditation for being eligible to be incorporated in the 1987/88-audit.
7. The manner of conducting an environmental audit, and their role and responsibility shall be prescribed by the IAFI/8 from time to time. However, the auditors shall submit an audit report, which is consistent with the Inspection report format provided by IAFI/8, and the Inspection report shall be consistent with the guidelines issued by IAFI/8. From time to time, and should submit the following details:
 - a. Whether the industry has put in place necessary pollution control equipment, efficient treatment systems, which are adequate for water resources, based on economic and efficiency, if so, the extent of deviation from the norms.
 - b. Whether the industry has complied with the conditions of the Consent to Operate issued by IAFI/8 under the Water (pollution and Control) Act 1974 and the generation and Control of Pollution Act 1986.
 - c. Whether the pollution management practice adopted by the industry is environmentally sound and the activities of waste management is properly functioning.
8. It shall be open to the authority to make such recommendations as they may deem fit for improvement of the existing environmental management system. The audit report submitted by the auditors shall be submitted by the responsible officer to the Regional Officer and the same may be the subject of appropriate decisions. For such recommendations shall serve leading in the 1987/88-audit.
9. The companies that require inspection in the case of change ownership will not be applicable to the industries, except where there is a public complaint, legal case, or where in the opinion of the Board do not deserve such inspection. In these cases, special inspection will be made by the Board.

10. In the case it is found by the CDFI that an auditor has submitted a false report, the firm shall be brought to the notice of the state board of the industry, with the recommendation of the concerned auditor firm to withdraw and there may be action for blacklisting the auditor after due process of investigation by the people committee constituted by CDFI in this regard.

11. This scheme is in addition to, and, not in derogation of the powers vested with the CDFI under the provision of these guidelines and Contract of Indenture for SPV, and the guidelines and Contract of Indenture for SPV relating to return statements and rules relating to provision and control of policies and provision of statements. This scheme is also subject to provision in and action thereon by the state regulatory authorities and by the CDFI.


MANOJ K. MEHTA

Date: 20/06/2018 at 27-06-2018
 Copy furnished to all Board Officers / All Regional Offices / Administrative
 Officer in Law Office / Legal Officer / Finance Officer for information and necessary action.


MANOJ K. MEHTA

Date: 20/06/2018 at 27-06-2018
 Copy furnished to the S.I. & Finance Officer / All Regional Offices, SPV Board,
 (Under the Board members of the Companies & Finance Committee members).


MANOJ K. MEHTA

Date: 20/06/2018 at 27-06-2018
 Copy furnished to the S.I. & Finance Officer / All Regional Offices, Administrative Officer
 and necessary action. This is required to update the register in the website of the Board.


MANOJ K. MEHTA

H.11. Procedural guideline for conducting inspection in connection with grant of Consent to Operate under Water and Air Acts



Fax: 2564573/2562822
EPABX-2561909/2562847
Tel: 2564033/2563924

STATE POLLUTION CONTROL BOARD, ODISHA
(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakantha Nagar, Unit-VIII, Bhubaneswar-751012
email: Paribesh1@dataone.in, website: www.ospcboard.org

No. 10280 / Ind-II/NOC-M-196 Dt. 22-06-15
To

All Regional Officers
State Pollution Control Board
Odisha

Sub: Procedural guideline for conducting inspection in connection with grant of Consent to Operate.

Sir,

Please find enclosed herewith the "procedural guideline for conducting inspection in connection with grant of Consent to Operate" prepared by the Board for information and reference of all inspecting officers of the Board. The points contained in the guideline should be scrupulously followed while conducting inspection of the industries and mines in connection with grant of CTO.

Yours faithfully,


Member Secretary

Encl: As above

Memo No. 10281 /Dt. 22-06-15

Copy alongwith the enclosures forwarded to All Sr. Env. Engineers/Sr. Env. Scientists/All EEs/All ESs/All DEEs/All DESs/All AESs/All AEEs/Administrative Officer/Sr. Law Officer/Law Officer, S.P.C. Board, Odisha, Bhubaneswar for information & necessary action.


Member Secretary

Encl: As above

PROCEDURAL GUIDELINE FOR CONDUCTING INSPECTION IN CONNECTION WITH GRANT OF CONSENT TO OPERATE.

A programme for inspection of any industry is to be made only if order/instruction from appropriate authority has been obtained in writing. If there is a verbal order, it needs to be recorded in the concerned file.

Preparedness before proceeding for inspection.

- ☞ Prepare the tour programme and get it approved by concerned authority.
- ☞ Go through the concerned file (and CTO order in particular) in detail and have a comprehensive idea on actions/ activities/ monitoring to be carried out during inspection.
- ☞ Prepare notices of inspection and sample collection.
- ☞ Carry photocopies of the latest consent order, latest show cause notice/ directions/ Bank guarantee other statutory clearances or any other important documents.
- ☞ Mobilize Lab. Personnel for stack and/or AAQ Monitoring and effluent sample collection. Check the fitness of stack monitoring kits, high volume samples etc.
- ☞ Carry sufficient thimbles/filter papers/chemical solutions etc. after conditioning in lab. Ensure that the chemical solutions are freshly prepared.
- ☞ Take the assistance of other officials/ staff for inspection/ monitoring if, felt necessary with consent of the concerned authority.
- ☞ In normal circumstances, conduct inspection without prior intimation. In case prior intimation is felt essential, then the intimation should be made with a shortest notice time. In case of surveillance inspection, always maintain confidentiality.
- ☞ Plan the travel and overnight stay.

Activities during inspection.

- ☞ Before entering in to the plant, have a visual look around the plant periphery from outside and assess emission status from the stacks as well as on fugitive emission. Have a look on effluent discharge channel to ascertain any abnormality in the flow and discharge.
- ☞ Serve the notices of inspection to the person in-charge of the Plant/in the helm of the affairs of pollution control matters immediately after entering into the plant. Get acknowledgement of receipt of notices from the concerned person of the industry on the body of office copy (of notices).
- ☞ Take stock of operational status of various process units which are potentially polluting and have relevance to pollution.
- ☞ Based on operational status, decide and plan the details of stack & AAQ Monitoring activities to be conducted. Mobilize the logistics by taking assistance of manpower of the plant and their monitoring equipment, if required. Form teams and assign specific jobs of monitoring to each team with proper instruction.
- ☞ Proceed to the effluent treatment plant (ETP) or any such treatment facilities and verify the operational status. Verify the log book on discharge quantity and inspect the flow measuring device, if any available to confirm it.
- ☞ Verify the log book on ETP operation to ascertain it's operational status on the preceding days/weeks and also ask for any other document, as felt necessary to ascertain it's functioning in the preceding period. Collect grab samples from the inlet, outlet and any other intermediate point(s) of ETP to ascertain the efficacy of ETP and compliance to discharge norms stipulated in the consent order. Procedure circulated by the Central Lab. needs to be followed scrupulously while collecting and preserving the samples.
- ☞ Inspect the key process areas which have the potential of air emission, fugitive emission or effluent generation or solid waste generation.
- ☞ Verify the status of process/operations from the control room to ascertain the rate of production and collect information relevant for the purpose of monitoring/ sampling.

Visit the vital process areas to verify if there is any fugitive emission or leakage/discharge of any effluent using properly using the EOP.

Evidence of discharge of process effluent, if any, found to be taking place, then the point of final discharge needs to be verified and sample of such discharge needs to be collected as per the procedure prescribed by Central Lab.

Inspect storm water drainage network and collect samples, if discharge of effluent is noticed to taking place.

Verify the water management reports to verify the water conservation figures. Water demand reports like water meter readings are to be checked for it's consistency in connection with water usage and as EOP.

Management for solid waste disposal should verify the compliance status of current conditions. Verify the log book of disposal or utilization of waste is taking place.

Inspect the area where the hazardous waste generated / disposed and verify the compliance status of the conditions stipulated by the authorization.

Ask for the documents in support of hazardous waste generation, storage, processing and disposal. (Where required relevant documents shall necessary be record in this report).

Collect the operational conditions with emission and effluent discharge.

Verify the conditions stipulated in the consent order and make specific observations.

Verify the status of effluent treatment.

All the air and water samples as collected during the inspection are to be properly covered and sealed in a manner as prescribed by the Central Laboratory and introduced to the Regional Office/ District Office (at the earliest possible time).

Get the acknowledgment of the industry's representative on behalf of various attended for sample collection in respect of air / effluent samples as collected.

Take photographs for better comprehension and comprehension.



In case of inspection of mines the following specific activities should also be verified in detail:

Whether wet drilling/billing with dust extraction system is place

Controlled blasting practice followed or not

Dust suppression facilities available for haulage roads, mineral handling plants, mineral stock yard, railway siding and mineral mineral transportation roads etc.

Verify whether the haulage road/ mineral transportation roads are devoid of run and pollutes and properly graded for prevention of dust emission.

In order to assess the adequacy of air pollution control systems

(i)Negative emission (NPE) monitoring need to be conducted at a distance of 20+ Jm from the sources of pollution in case of iron mines and 30Jm from the sources of pollution in case of coal mines for NPE,NPPE,NAL, NQm (as per the stipulated conditions of consent order).

(ii)Ambient air quality monitoring for the parameters such as PM10 and PM2.5 shall also be conducted at suitable locations (locations decided on the basis of consultation stipulated in CTO order) for other categories of mines as well as Iron and Coal mines.

Verify the top soil and CRM management facility

Size of active and inactive top soil and CRM dumps.

Reclamation practices.

Cover roads with plantation

Only with plantation

Extension wall to prevent the washout during monsoon around top soil and CRM dumps.

Enclosures surrounding with settling pond around the top soil/CRM dumps for surface runoff management.

Verify whether check dams and silt check dams are constructed at the appropriate places of the mine (Preferably natural drainage channels of the mine) for surface runoff management during monsoon.



Verify the adequacy of surface runoff management system/ water storage tank.

Collect the surface runoff water of the mine discharged through the various facilities available across the compliance of standards stipulated in consent order.

Verify the treatment facilities/management facilities available for mine drainage water/mineral effluent/ workshop effluent/ effluent generated from beneficiation plants etc. and collect the treated wastewater discharge if any for verification of compliance to the stipulated standards.

Verify the impact of surface runoff, mining activities on the water bodies, streams/ rivers etc. situated in & around the mining area.

Windup activities.

After completion of the inspection, conduct a brief meeting with the senior level officials/management representative and apprise them of all major deficiencies/lapses/non-compliance/observed during inspection and suggest remedial measures.

Instruct them to take immediate corrective action without waiting for communication from/through the Director/ report compliance.

Report/Communication.

An inspection report needs to be prepared comprising the following:

- 1.Date and time of inspection
- 2.Constitution of team
- 3.Representation of the industry/company/department.
- 4.Background of inspection in brief containing name of CTA, place, zone, nature/description/location, if, any in force, Bank Guarantee conditions pending if any etc.
- 5.Production process/facilities granted under CTA, mine work operational status during inspection.
- 6.Name and designation of inspecting officer.

Precautionary/instructive/reminder notice impact of air pollution, water pollution, solid waste generation etc. are to be mentioned. Deficiencies/lapses/non-compliance in respect of pollution control measures leading to cause of pollution, if any, are to be reflected under the respective process area.



Descriptive water/soil water samples, stack emission and AQS Monitoring etc. collected during inspection needs to include detail. Attach copies of analysis reported all the samples collected during inspection.

Make a clear cut observation if there was/production is excess of consented quantity, excessive/effluent discharge made through any unauthorised outlet (i.e. not granted under CTO) or discharge/operation made in excess of permitted quantity. This is to be reflected in the report as "non-compliance".

Analysed domestic monitoring results on the content of production load, ETP operational status etc. and draw a conclusion.

Detail compliance status on hazardous waste management and specific comments on non-compliance, if any.

Target and achievement made on plantation

Selected photographs, which are felt necessary to support the observations.

A separate paragraph containing summary of relevant observations highlighting the non-compliance and issues leading to problems of environmental pollution needs to be prepared. Specific achievements in respect of environmental management and pollution control are to be highlighted.

Report on any other activities to be taken up for further improvement of environment.

Point wise compliance status to the direction if issued by the Board.

Point wise compliance status without guarantee conditions if imposed by the Board.

A paragraph summarisation containing specific actions required to be taken by the industry to remove the non-compliance (if any). Actions required to be taken by the Board on the above content as well as on disposal of CTO needs to be made clearly.

The inspection report is to be submitted on-line within 72 hrs. after completion of the inspection if there is no Lab. analysis work is involved. In case Lab. analysis work is involved, then the complete report is to be submitted within 72 hrs. from the date of receipt of analysis report from the Lab.

The inspection report is to be signed by the all the inspecting officers clearly mentioning their name, designation and the date.



H.12. Instruction for online submission of inspection reports within 48 hours and mandating that the same inspector will not inspect the same establishment consecutively



STATE POLLUTION CONTROL BOARD, ODISHA

(Department of Forest & Environment, Govt. of Odisha)
Paribesh Bhawan, A/118, Nilakanthanagar, Unit-VIII
Bhubaneswar – 751012

No. 3182 /Ind-II-NOC-Misc.-1 ~~96~~

Date 20.02.16

To

All Regional Officer,
SPC Board, Odisha.

Sub: Inspection under Central Inspection Framework online portal – regarding.

Ref: This office letter no. 2526, dated 08.02.2016.

Sir,

Govt. of Odisha has developed a frame work to conduct synchronized inspections for industrial establishments. This frame work has been developed into an online portal for use by the departments such as State Pollution Control Board, Factories and Boiler and Labour. In this connection, you have been instructed vide letter under reference to undertake inspections of unit covering under central inspection framework online portal based on the scheduled date generated on the online portal. Further, you are instructed the following:

1. While going for inspection on the scheduled date generated on the online portal, you have to carryout a single inspection under various regulations like Water (PCP) Act, 1974, Air (PCP) Act, 1981 and Hazardous Waste (Management, Handling and Transboundary Movement) Rules, 2008.
2. After the inspection is completed, prepare a comprehensive inspection report in the format available on the online portal covering all aspects related to the various regulations for the particular industry. You have to upload inspection report on the online portal within 48 hours of closing the inspection. However, you have to upload additional informations based on scientific laboratory analysis results within 7 days of closing the inspection(In case where sample has been collected for which more time is required for its analysis)
3. The online portal has been designed to allocate inspectors randomly from the list of authorised inspectors and the inbuilt logic for allocation of inspector will not allow an inspector to insepct an unit in two consecutive occasion. However, you have to ensure that same person will not inspect the same unit for two consecutive occasion.

Please treat this as urgent.

Yours faithfully,


Member Secretary

P.T.O...

Memo No. 3183 /dt. 20.02.16

Copy forwarded to the Principal Secretary to Govt., Industries Department, Odisha, Bhubaneswar / Sri K. C. Mohanty, General Manager, IPICOL, Bhubaneswar for information and necessary action.


MEMBER SECRETARY

Memo No. 3184 /dt. 20.02.16

Copy forwarded to All Sr. Env. Engineers / All Sr. Env. Scientists / All EEs / All ESs / All DEEs / All DESs / All AEEs / All AESs / Mrs. M. Patnaik, Nodal Officer, Central Inspection Framework online portal, SPC Board, Odisha, Bhubaneswar for information and necessary action.


MEMBER SECRETARY



STATE POLLUTION CONTROL BOARD, ODISHA

Department of Environment & Forests
Parade Grounds, 4/10, Bhubaneswar-751005
Odisha-751005

No. 1111 Sub: SPCC-Office-100 Date: 02.11.2018

To,
All Regional Offices,
SPC Odisha

Sub: Online submission of inspection reports by the inspectors on the Central Inspection Management online portal within 24 hours of completion of inspection reporting.

Ref: The office order no. 1102 dated 02.02.2018.


Re: Govt. of Odisha has developed a frame work to conduct synchronized inspections for industrial establishments. This frame work has been developed into an online portal for use by the departments such as State Pollution Control Board, Fisheries and Water and Labour. In this connection, you have been instructed with letter under reference to undertake inspections of all existing under verbal inspection framework online portal based on the scheduled date generated on the online portal and upload the inspection report on the online portal within 24 hours of ending the inspection.

The Industries Department, Govt. of Odisha has communicated new 'Business Reporting System Part-1' of Department of Industrial Policy and Promotion (DIPP), Govt. of India for the year 2017 under 'Ease of Doing Business in the State' wherein it is mandated to upload inspection report on online portal within 24 hours of completion of the inspection.

In order to comply with the mandate of 'Ease of Doing Business' in the State, it is instructed to upload inspection report on the online portal within 24 hours of completion of the inspection. Moreover, you have to upload additional information based on scientific laboratory analysis results within 7 days of closing the inspection in case where sample has been collected for which time is required for its analysis.

Yours faithfully,

Yours faithfully,


MEMBER SECRETARY
P.T.O.

Source No. 7728... 100-742, 1019

Copy furnished to the Principal Executive to Court, including Department of State, Department of
War, U. S. Navy, General Manager, AFSA, Department for information and necessary action

[Signature]
SECRETARY

Source No. 7752... 100-742, 1019

Copy furnished to the Principal Executive to Court, including Department of State, Department of
War, U. S. Navy, General Manager, AFSA, Department for information and necessary action

[Signature]
SECRETARY

I. Revenue and Disaster Management Department

I.1. Notification enabling the issuance of e-Stamp Certificates

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

NO. 1007 GAZETTE, EXTRAORDINARY, DECEMBER 04, 2019/PART- II

SECTION 3, CHARTER MANAGEMENT DEPARTMENT

NOTIFICATION

Dt: 04 December 2019

As, ~~in~~ ~~the~~ ~~Government~~ ~~of~~ ~~Odisha~~ ~~has~~ ~~been~~ ~~in~~ ~~the~~ ~~process~~ ~~of~~ ~~the~~ ~~present~~ ~~under~~ ~~the~~ ~~Section~~ ~~34~~ ~~and~~ ~~75~~ ~~of~~ ~~the~~ ~~Stamp~~ ~~Duty~~ ~~Act~~ ~~1909~~ ~~(2)~~ ~~of~~ ~~1909~~, as ~~amended~~ ~~in~~ ~~the~~ ~~State~~ ~~of~~ ~~Odisha~~ ~~and~~ ~~in~~ ~~consequence~~ ~~of~~ ~~the~~ ~~notification~~ ~~of~~ ~~the~~ ~~Government~~ ~~of~~ ~~Odisha~~ ~~No.~~ ~~107~~ ~~of~~ ~~1909~~ ~~(2)~~ ~~of~~ ~~1909~~, dated ~~the~~ ~~10th~~ ~~October~~ ~~1919~~, in ~~the~~ ~~reference~~ ~~of~~ ~~the~~ ~~Charter~~ ~~Management~~ ~~Department~~, ~~published~~ ~~in~~ ~~the~~ ~~extraordinary~~ ~~issue~~ ~~of~~ ~~the~~ ~~Odisha~~ ~~Gazette~~ ~~No.~~ ~~1078~~ ~~dated~~ ~~the~~ ~~10th~~ ~~October~~ ~~1919~~, the ~~State~~ ~~Government~~ ~~is~~ ~~hereby~~ ~~making~~ ~~the~~ ~~following~~ ~~rules~~ ~~namely~~ :-

CHAPTER I

THE RULES

1. Short Title and Commencement

- (1) These rules may be called the Odisha Stamp (Payment of Duty by means of self-levying) Rules, 2019.
- (2) They shall come into force on the date of their publication in the ~~Official Gazette~~.
- (3) These rules shall be applicable only to the method of payment of stamp duty by means of ~~self-levying~~ generated impression of paper to denote the payment of Stamp Duty.
- (4) An endorsement on stamp under these rules through self-levying shall have the same effect as if the duty of an amount equal to the amount stated in the endorsement has been paid in respect thereof and such payment has been indicated on such stamp by means of stamp in accordance with the requirements of sub-section (2) of Section 10 of the Act.

2. Definitions

- (1) In these rules, unless the context otherwise ~~requires~~ ~~required~~ :-
 - (a) "Act" means the Stamp Duty Act, 1909 (2) of 1909;

- (ii) "Agreement" means the Agreement concluded under Rule 6;
- (iii) "Reporting Authority" means the Inspector-General of Registration appointed under sub-section (1) of Section 3 of the Registration Act, 1908 (No. 4 of 1908) and included the Chief Controlling Revenue Authority under the Act;
- (iv) "Subscribed/Collector/Central" means an agent appointed by the Central Record Keeping Agency with prior approval of the Chief Controlling Revenue Authority to act as an intermediate link between the Central Record Keeping Agency and the stamp duty payer for collection of Stamp Duty and forwarding a Stamp Certificate;
- (v) "Central Record Keeping Agency" means an agency appointed under Rule 4 for computerisation of stamp duty administration system;
- (vi) "Chief Controlling Revenue Authority (CCRA)" means the Member, Board of Revenue, Centre, Lucknow;
- (vii) "Central Support System" means the computerised information system of Central Record Keeping Agency which shall collate through and analyse the entire database for completion of information to be used to solve problems and to take correct decisions;
- (viii) "Department" means the Department of Revenue & Revenue Management of the Government of Odisha;
- (ix) "Deposit amount" means a bank deposit or recording of transfer or deposit or deposit of stamp certificate or a Stamp Certificate electronically;
- (x) "Depository Services" means and includes Depository related services rendered in electronic format, trading account in respect of derivative securities, and other ancillary services;
- (xi) "e-Stamp" means an electronically generated impression on paper to denote the payment of stamp duty, by the Central Record Keeping Agency;
- (xii) "Form" means a Form appended to these rules;
- (xiii) "Grievance Redressal Officer" means the Superintendent of Stamps or any other Officer authorised by the Chief Controlling Revenue Authority to be the Grievance Redressal Officer;
- (xiv) "Management Information System" means the computer based system of the Central Record Keeping Agency which shall organise, maintain and efficiently manage the whole database relating to issuance of a Stamp Certificate and the accounts maintained at different levels of Central Record Keeping Agency;
- (xv) "NETT" means electronic transfer of money through network from one bank or financial institution to another bank or financial institution;

- (2) "Public Financial Institution" shall mean and include the organisations such as banks, post offices, insurance companies and investment features;
 - (3) "Real Time Gross Settlement" means transfer of money or securities being done from the books of one bank to that of another on a real time and on gross basis settlement which is subjected to any waiting period;
 - (4) "Scheduled Bank" shall mean and include the bank which is listed in the Second Schedule of the Reserve Bank of India Act, 1934;
 - (5) "State" means the State of Odisha;
 - (6) "Stamp duty" means the duty payable under the Act;
 - (7) "Superintendent of Banks" means any officer of the rank of Special Secretary or Additional Secretary appointed by the State Government to perform the functions of Superintendent of Banks; and
 - (8) "Trading account" shall mean a bank or non-bank account holding cash and securities which is administered by the Central Record Keeping Agency;
- (2) The words and expressions used in these rules, but not defined, shall have the same meanings as assigned to them in the Act, the Information Technology Act, 2008 (21 of 2008) and the Registration Act, 1955 (16 of 1955) and the rules framed thereunder.

CHAPTER II

CENTRAL RECORD KEEPING AGENCY

3. Eligibility for appointment as Central Record Keeping Agency—Any Public Financial Institution, Scheduled Bank, Body Corporate engaged in providing depository services appointed by the Central Government or recognised by the State Government or any Body Corporate where not less than fifty per centum of equity capital is held by any of the entities mentioned above, either singly or in consortium, shall be eligible for appointment as Central Record Keeping Agency.

4. Appointment of Central Record Keeping Agency—The Government shall appoint, by notification published in the Official Gazette, an agency to function as the Central Record Keeping Agency for the State or for the specified districts or places in the State, from time to time, by adopting any of the following method in order of preference, namely:—

- (a) on the basis of calls done published in the Official Gazette of the Government as required under Section 4-A of the Information Technology Act, 2008 (21 of 2008);

(b) on the basis of recommendations, if any, of the Central Government regarding appointment of (with a Record Keeping Agency issued from time to time) or

(c) the recommendation referred to in sub-rule (b) is available, by testing technical and commercial bids through a duly constituted expert Selection Committee, by the Appointing Authority.

5. Terms of appointment —The terms of appointment of the Central Record Keeping Agency may be for two years or such period as may be decided by the Appointing Authority.

6. Agreement undertaking and indemnity bond —

(1) The Central Record Keeping Agency shall execute an Agreement in Form as set in Service Level Agreement supplementary to the said Agreement which is annexed to this Agreement.

(2) The terms and conditions of the Agreement as well as that of the Service Level Agreement may be modified by mutual consent of both the parties.

(3) The Central Record Keeping Agency shall execute a indemnifying sure indemnity bond as Form 2.

7. Termination of appointment of Central Record Keeping Agency —

(1) The appointment of the Central Record Keeping Agency may be terminated at any time by the Appointing Authority before the expiry of the term of appointment stipulated in Rule 5 on the ground of any breach of obligations or terms of Agreement or financial irregularity or for any other good and sufficient reason.

(2) The decision to terminate the appointment under sub-rule (1) shall be made after the Central Record Keeping Agency has been given one month's notice specifying the details of grounds for termination.

(3) If the Appointing Authority is of the opinion that any or all the provisions of the Act have been violated, after following the procedure under sub-rule (2), he may also impose a penalty in accordance with the provisions of Chapter VI of the Act.

8. Renewal of appointment —

(1) The application for renewal of appointment of the Central Record Keeping Agency shall be submitted before the Appointing Authority at least three months before the date of expiry of the term of appointment.

(2) The Appointing Authority, before taking any decision on the application, may call for any information or record from the concerned offices of Central Record Keeping Agency or Authorised Collection Centre or any other person or institution or authority, constituted under any law for the time being in force.

- (3) The Appointing Authority may, if satisfied, renew the terms of appointment made under Rule 1.
 - (4) If the Appointing Authority decides to renew the appointment, a fresh agreement in Form 1 and a fresh undertaking not to marry under Form 2, shall be executed by the Central Record Keeping Agency.
 - (5) The Appointing Authority may, for reasons to be recorded in writing, refuse to renew if appointee is:—
- 8. Duties of the Central Record Keeping Agency—**The Central Record Keeping Agency shall be responsible for:—
- (a) providing office infrastructure, in consultation with the Appointing Authority, including its proximity with the institutions, inspection districts or places such as the office of Sub Registrar, District Sub Registrar, Additional Collector, Collector (the point of point for payment of stamp duty) and at such places in the State as may be specified, from time to time, by the Appointing Authority;
 - (b) providing transport facilities for members of the Department, otherwise (i) Chapter Management;
 - (c) facilitating collection of Authorized Collection Centres for collection of stamp duty and issuing a Stamp Certificate;
 - (d) co-ordinating between the Central Secret and the Authorized Collection Centres and the offices of the Sub Registrar, District Sub Registrar or any other office or place in the State, as may be specified, from time to time, by the Appointing Authority;
 - (e) collecting stamp duty and remitting it to the prescribed head of account of the State in accordance with these rules; and
 - (f) preparing and providing various reports as required under these rules unless the terms of the Appointing Authority from time to time.
- 9. Commission allowable to the Central Record Keeping Agency—**
- (1) The Central Record Keeping Agency shall be entitled to such agreed percentage of commission on the amount of stamp duty collected by the Authorized Collection Centres, not exceeding 5.05 per centum as may be specified in the terms of the Agreement.
 - (2) The Appointing Authority may allow the commission payable to Central Record Keeping Agency only after deducting from the commission the compulsory duties or fees payable to the Central or the State Government.

18. Specification of software to be used by the Central Record Keeping Agency and The Central Record Keeping Agency, in consultation with the Appointing Authority, shall design and use such software, with the following minimum details on the e-Stamp Certificate and that comply with such other requirements as may be directed by the Appointing Authority, namely:—

- (a) (distinguishable) serial number or unique identification number of the e-Stamp Certificate so that, it is not repeated on any other e-Stamp Certificate during the life time of the e-stamping system;
- (b) date and time of issue of the e-Stamp Certificate;
- (c) amount of stamp duty paid through the e-Stamp Certificate, in words and figures;
- (d) name of the purchaser or authorized person of the e-Stamp Certificate;
- (e) name of the parties to the instrument;
- (f) brief description of the instrument on which stamp duty is intended to be paid;
- (g) brief details of the property which is subject matter of the instrument;
- (h) name of the official issuing the e-Stamp Certificate;
- (i) code/location of the e-Stamp Certificate issuing agent of the Central Record Keeping Agency or Authorized Collection Centre;
- (j) any other distinguishing mark of the e-Stamp Certificate e.g. bar code or security code;
- (k) space for signature and seal of the e-Stamp Certificate issuing officer or authorized signatory of the Central Record Keeping Agency;
- (l) providing facilities to the Registering Officers, District Registers or any other officers authorized in this behalf by the Chief Controlling Revenue Authority to enable or test the e-Stamp Certificate, to prevent the repeated use of any e-Stamp Certificate;
- (m) providing facility to cancel the 'issued' or 'unused' or 'not required, for use' e-Stamp Certificate;
- (n) providing for passwords and codes to the designated or authorized officials of the Department to search and view any e-Stamp Certificate and to access Management Information System and Database System System Reports;
- (o) availability of details of the issued e-Stamp Certificate on the e-stamping server maintained by the Central Record Keeping Agency; and
- (p) availability of officers/information details and reports relating to e-stamping, as mentioned in Rule 49 of the Statutes of the Central Record Keeping Agency which will be accessible to the officers designated or authorized by the Appointing Authority.

F
CHAPTER - 81

AUTHORIZED COLLECTION CENTRES

12. Appointment of the Authorized Collection Centres—The Central Record Keeping Agency shall appoint Authorized Collection Centres with the prior approval of the Appointing Authority to act as an intermediary between the Central Record Keeping Agency and the stamp duty payer for collection of Stamp Duty and for issuing a Stamp Certificate.

13. Eligibility for appointment of Authorized Collection Centres—Any Scheduled Bank or Financial Institution controlled by the Central or State Government or that Officer or such other specified persons as approved by the Appointing Authority shall be eligible to be appointed as Authorized Collection Centre.

14. Central Record Keeping Agency to collect stamp duty—All the offices or branches of the Central Record Keeping Agency or Authorized Collection Centres authorized to collect stamp duty by the Appointing Authority, shall be entitled to collect the amount of stamp duty charged upon the instruments according to the rates as applicable to such instruments as per the provisions of the Act, from the stamp duty payer of any certificate and as may be specified by the Appointing Authority from time to time.

15. Infrastructure—The Authorized Collection Centres shall be adequately equipped with the required computer systems, printers, internet connectivity, uninterrupted power backup facilities and other related infrastructure which is a necessary to implement the e stamping system as specified by the Central Record Keeping Agency, from time to time, in consultation with the Appointing Authority.

16. Cost of Infrastructure—Provision of providing equipment and infrastructure referred to in Rule 15 shall be borne by the concerned Authorized Collection Centres in the Central Record Keeping Agency, as the case may be.

17. Hardware and Infrastructure at the offices of the Department—The State Government may provide necessary hardware and infrastructure at the offices of the Inspector General of Registration, Joint Controlling Revenue Authority, District Registrar, District Sub Registrar and Sub-Registrar, or such other offices, authorized in this behalf, which would include a personal computer with internet access, printer, uninterrupted power supply system, fire safe or metal internal connection and other accessories and facilities as required for implementing the e stamping system.

18. Termination of Agency of the Authorized Collection Centres—The Appointing Authority may at any time, for reasons to be recorded in writing, direct the Central Record Keeping Agency to terminate the engagement of any Authorized Collection Centre and appoint other firm, the Central Record Keeping Agency shall terminate the engagement of such Authorized Collection Centre and upon such termination it shall cease to function any more, for all purposes of these rules.

1
CHAPTER - IV

RESPONSIBILITY OF THE STATE GOVT. TO STATE GOVERNMENT ACCOUNT

19. Responsibility of Stamp Duty by the Central Record Keeping Agency (see the specified commutation) :-

(1) The Central Record Keeping Agency shall liability to remit to the State Government the consolidated amount of stamp duty collected by its offices or branches and by its Authorized Collection Centres in the Head of Account of the State Government as may be notified by the Accounting Authority, in the manner mentioned hereunder, namely :-

(i) In case the stamp duty is collected by way of cash or Real Time Gross Settlement or NEFT or Electronic Clearance System or any other mode of Electronic Transfer of funds, the Central Record Keeping Agency shall remit the consolidated amount of stamp duty (less the specified commutation) to the notified Head of Account of the State Government, not later than the closing of the next working day after the day of such collection of the amount of stamp duty; and

(ii) In case the stamp duty is collected by way of Pay Order or Demand Draft, the Central Record Keeping Agency shall remit the consolidated amount of stamp duty (less the specified commutation) to the notified Head of Account of the State Government, not later than the closing of the next working day after the day of such collection of the amount of stamp duty.

(2) The remittance of remittance of the stamp duty by the Central Record Keeping Agency to the notified Head of Account of the State Government shall be through Electronic Clearing System, (Indian or otherwise as may be decided), or wiring, to the Accounting Authority from time to time.

(3) The remittance referred to in this rule shall be made to the Treasury/Bank as authorised by the State Government and the Central Record Keeping Agency shall maintain the daily account of such remittance in the Register in Form 1.

CHAPTER - V

PROCEDURE FOR ISSUE OF E-STAMP CERTIFICATE

20. Application for e-Stamp Certificate—Any person paying stamp duty may approach any of the Authorized Collection Centres and furnish the requisite details in Form A along with the requisite amount for getting the e-Stamp Certificate.

21. Mode of payment of stamp duty—

(1) The payment for purchase of e-Stamp Certificate may be made by means of Cash, Pay Order, Demand Draft, Electronic Clearing System, Real Time Gross Settlement or NEFT or by any other mode of transferring funds as authorised by the Accounting Authority.

(2) The Authorized Collection Centre shall issue a Stamp Certificate for the amount received through any of the modes of payments mentioned in sub-rule (1).

(3) The Authorized Collection Centre or Central Record Keeping Agency shall keep a daily account of a Stamp Certificate issued, in a Register to be maintained by them in Form 6.

26. Issue of a Stamp Certificate :-

(1) The authorized officer of the Authorized Collection Centre shall, on the payment made under Rule 21, enter in Form 4, the requisite information and details as provided by the applicant in the computer system, get the correctness of such details verified by the applicant, take his signature in such Form as proof of verification, download the Stamp Certificate in the format as in Form 7 and take out the print, sign with date and affix the official seal on the print and issue the a Stamp Certificate to the applicant.

(2) The ink to be used in the a Stamp Certificate printer must be non-erectable permanent black.

27. Size and content of a Stamp Certificate :-

(1) The signature and seal showing name and designation of the issuing officer and name and address of the branch of the Authorized Collection Centre shall be made in black ink.

(2) The a Stamp Certificate shall be printed on a minimum of 80 GSM quality paper of the size 210 mm x 287 mm with a margin of 10 mm on the left and 15 mm on the right side of the page or such other appropriate margin and other specifications as may be determined by the Appointing Authority.

(3) The Authorized Collection Centre shall ensure that the person who has been authorized to issue a Stamp Certificate, is a regular full time employee of the Authorized Collection Centre, having suitable experience.

28. Details of a Stamp Certificate to be on website :-

(1) The details of the a Stamp Certificate issued shall be made available on the a Stamping system maintained by the Central Record Keeping Agency and shall be accessible to any person authorized by the Appointing Authority in this behalf, including the Registering Officer, District Registering Officer, Superintendent of Stamps, having a valid user-id/password which shall be provided by the Central Record Keeping Agency.

(2) The details of the a Stamp Certificate for unregularized instruments shall be maintained separately in the system and a direct "exception reporting" by the a Stamp central server to the Superintendent of Stamps and Inspector-General of Registration shall be made on daily

books without any manual intervention whereas such required documents shall be preserved in their respective local servers for additional verification and disbursement as and when required to be made under Rules 24 and 25.

24. Payment of additional or deficit stamp duty: For any reason a person, who has paid stamp duty and who is in possession of an e-Stamp Certificate of certain denomination issued for a document, needs to pay an additional or deficit stamp duty on the same document, he may make an application in Form 8 along with the payment of such required amount of additional or deficit stamp duty to the Authorized Collection Centre, in accordance with the provisions of the Act.

25. Issue of e-Stamp Certificate for additional or deficit stamp duty—

- (1) The Authorized Collection Centre shall issue an e-Stamp Certificate for each additional or deficit stamp duty on separate sheet of paper and provisions of Rules 21 to 24 shall apply mutatis mutandis.
- (2) Any party to an instrument may, at his discretion, use impressed stamp(s) together with the e-Stamp Certificate to pay the additional stamp duty chargeable on such instrument under the Act and the use of one type of stamp shall not exclude the use of other type of stamp in the same instrument.

26. Use of e-Stamp Certificate—

- (1) Every instrument written upon paper stamped with an e-Stamp Certificate shall be written in such manner that the e-Stamp Certificate may appear on the face of the instrument, and a portion of the instrument written below the 'e-stamp certificate', so that the e-Stamp Certificate cannot be used for, or applied to, any other instrument.
- (2) No second instrument chargeable with duty shall be written upon using the e-Stamp Certificate, upon which an instrument chargeable with duty has already been written.
- (3) Every instrument written in contravention of sub-rule (1) and (2) shall be deemed to be stamped.

27. The instrument to bear distinguished unique identification number of the e-Stamp Certificate—The distinguished unique identification number of the e-Stamp Certificate shall be written or typed or printed at the top centre of each page of the instrument.

Amended by Act No. 12 of 2017, Section 2, Act No. 12 of 2017.

15. Verification of e-Stamp Certificate by the Registering Officer—The Registering Officer, District Registrar or any other officer authorised by the Registering Authority, shall verify the details of the e-Stamp Certificate used in an registrable or registrable instrument by entering its distinguishing/unique identification number in the computer system by accessing the relevant website of the Central Record Keeping Agency by using the code or password provided by the Central Record Keeping Agency, and verify the details of the certificate with the details displayed on such computer system.

16. Establishment of the distinguishing serial number by the Registering Officer or District Registrar—After verifying the details, the Registering Officer, District Registering Officer, District Registrar, Superintendent of Stamps or any other officer authorised by the Registering Authority shall transfer and post the data into his/her local server by using his/her password and user ID and shall enter the distinguishing/unique identification number of the e-Stamp Certificate entered in the central database server of the Central Record Keeping Agency, whereas the transferred database stored and retained in the local server shall be used by the Government Authorities for authenticating verification of data relating to registrable and non-registrable instruments to prevent any repeated use of such e-Stamp Certificate.

CHAPTER - VI

CANCELLATION OF e-STAMP CERTIFICATE INCORPORATED IN THE INSTRUMENT

17. Procedure for refund of "spoiled" or "unused" or "not required for use" e-Stamp Certificate—The Collector may, on an application from the owner/purchaser of the original "spoiled" or "unused" or "not required for use" e-Stamp Certificate, if satisfied as to the facts and circumstances of the case, make allowance for such e-Stamp Certificate in accordance with the provisions of Sections 49 to 53 contained in Chapter V of the Act.

18. Power to cancel the e-Stamp Certificate and to refund its amount—

- (1) The Collector shall have the power to cancel the e-Stamp Certificate, after verification and to endorse the final cancellation on the e-Stamp Certificate with his signature and seal and to refund the amount as required in the said Act and shall issue such e-Stamp Certificate.
- (2) The Collector shall maintain a record of such cancelled e-Stamp Certificate in his office and send the details of the same to the Chief Controlling Revenue Authority, in the first week of every month.
- (3) The refund, if any, under sub-rule (1) shall be made by the Collector only by means of treasury cheque drawn in favour of the person to whom issue the e-Stamp Certificate was made.

CHAPTER - III

INSPECTIONS, AUDIT AND COMPARISON, OF THE PERFORMANCE, OF THE SYSTEM

30. Power to inspect—

(1) The Superintendent of Taxes, or any officer of the Department authorized in that behalf and any private or public or technical or non-technical or agency duly authorized by the Chief Controlling Revenue Authority in that behalf may inspect also any of the branches or offices of the Central Record Keeping Agency and Authorized Collection Centre located within the jurisdiction as in the "Schedule of Inspections" placed in Form B.

(2) The Chief Controlling Revenue Authority may, at any time, on receipt or receipt of a complaint, direct any official of the Department to inspect any branch or office of the Central Record Keeping Agency or Authorized Collection Centre and to submit report thereafter the regular inspections mentioned in sub-rule (1).

(3) The Accountant General, State may also conduct through or Special Audit of the receipts and remittances made by the Central Record Keeping Agency.

31. Schedule of Inspections and audit—(1) or any of the branches or offices of the Central Record Keeping Agency and the Authorized Collection Centre, in the State, may be inspected and audited, as far as possible, according to the Schedule of Inspections referred to in Rule 30.

32. Central Record Keeping Agency or Authorized Collection Centre bound to provide information—During inspection, the inspecting Officer or the expert or agency may require the official in charge of the branch or office of the Central Record Keeping Agency or the Authorized Collection Centre to provide any information or either hard copy or any documents or digital record with regard to the collection and remittance of stamp duty relating to any period and the concerned Central Record Keeping Agency or Authorized Collection Centre, as the case may be, shall be bound to provide such information.

33. Inspection reports—The inspecting Officer shall within one week and the technical or non-technical expert or agency shall, within two weeks from the date of inspection, submit his or its inspection report to the Appointing Authority or Chief Controlling Revenue Authority.

34. Chief Controlling Revenue Authority or Appointing Authority to take appropriate action—The Chief Controlling Revenue Authority or the Appointing Authority may, on receipt of such inspection report, take appropriate action including suspension of penalty to conform with Chapter - VII of the Act in termination of appointment of Central Record Keeping Agency or the Authorized Collection Centre if circumstances so warranted, after giving a reasonable opportunity of being heard.

11
CHAPTER - 10

Stamp Duty

18. Penalty for delay in remittance to State Government account—In case the Central Record Keeping Agency fails to remit the amount of stamp duty collected within the period as stipulated in Rule 16, it shall be liable, as per the terms of the agreement in Form - 1 executed between the Chief Controlling Revenue Authority and the Central Record Keeping Agency, to pay, along with the collected amount of stamp duty, an interest at the rate of twelve per centum per annum on the amount of stamp duty not collected, for the period of delay in fact and any part of a day will be treated as one day for the purpose of such calculation.

19. Resolution of disputes and place for meeting disputes—In case of any dispute on any issue, the decision of the Appointing Authority shall be final and binding and the place for meeting such disputes shall be at the place where the office of the Appointing Authority situated and function.

CHAPTER - 12

PUBLIC SURVEILLANCE REDRESSAL SYSTEM

40. Grievance Redressal Officers—

(1) The Appointing Authority may designate District Registrar, or any other officers of the Department not below the rank of District Registrar, to be the Grievance Redressal Officers to enquire into the complaints received against the misconduct or irregularities of the Central Record Keeping Agency or its Authorized Collection Centres or any other official related with the implementation of the stamping system.

(2) These Grievance Redressal Officers may be allocated specified districts or places by the Appointing Authority for entertaining the complaints.

41. Complaint to Grievance Redressal Officers—Any person who has any grievance against the services of the Central Record Keeping Agency or any of its Authorized Collection Centres or any other official related with the implementation of these rules may make a complaint to the concerned Grievance Redressal Officer.

42. Opportunity of being heard—The Grievance Redressal Officer shall conduct a fair enquiry with regard to such complaints, by giving a reasonable opportunity of being heard to the parties concerned and redress the grievance suitably and submit the enquiry report to the Appointing Authority.

43. Appointing Authority or Chief Controlling Revenue Authority to take action on enquiry reports—On the basis of the enquiry report, the Appointing Authority or Chief Controlling Revenue Authority may take appropriate action under these rules against the Central Record Keeping Agency or Authorized Collection Centre or may make suitable recommendation to the employer of the concerned official for taking appropriate action.

CHAPTER - II

Special Agent for Central Revenue Accounts Collection Certificate (SRACCC)

44. Central Record Keeping Agency to furnish reports to the Department.—The Central Record Keeping Agency shall have to furnish the following information reports to the Chief Controlling Revenue Authority or to any other officers specified in the following manner:—

- (a) Working of a computer system used in the performance of work of branches or offices of the Central Record Keeping Agency and the Authorized Collection Centres pertaining to any specified day or period;
- (b) Total collection report of all branches or offices of the Central Record Keeping Agency and Authorized Collection Centres pertaining to any specified day or period;
- (c) Reports of additional stamp duty certificates issued or requested at the branches or offices of the Central Record Keeping Agency and Authorized Collection Centres pertaining to any specified day or period;
- (d) Report of demand (issued) in Stamp Certificate relating to all the registered offices of the State or such places or districts of the State where the e-stamping system is in force, pertaining to any specified day or period;
- (e) The details of the remittances made by the Central Record Keeping Agency into the Government Account or the Authorized Account, which are required to be reported daily, weekly, fortnightly and monthly, or for any required period, in the form prescribed as, Certificate and Statement;
- (f) Report of certified e-stamp certificates relating to any period of all the districts;
- (g) Any other report or information as may be required by the Appointing Authority or the Chief Controlling Revenue Authority from time to time.

45. Issue of guidelines.—The Chief Controlling Revenue Authority shall issue, necessary guidelines or executive instructions, from time to time, and inconsistent with these rules, for the proper implementation of the e-stamping system.

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 790 CUTTACK, MONDAY, MAY 2, 2016/BAISAKHA 12, 1938

REVENUE & DISASTER MANAGEMENT DEPARTMENT

NOTIFICATION

The 2nd May 2016

No. 13340—Stamp-17/2014-R&DM.—In exercise of the powers conferred by Sections 74 and 75, read with Section 10 of the Indian Stamp Act, 1899 (2 of 1899), the State Government do hereby make the following rules further to amend the Odisha Stamp (Payment of Duty by means of e-Stamping) Rules, 2015, namely:—

1. Short title and commencement :—(1) These rules may be called the Odisha Stamp (Payment of Duty by means of e-Stamping) Amendment Rules, 2016.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. In the Odisha Stamp (Payment of Duty by means of e-Stamping) Rules, 2015, (hereinafter referred to as the said rules), for Rule 6, the following rule shall be substituted, namely:—

"6. Agreement and Undertaking-cum-Indemnity Bond—The Central Record Keeping Agency shall execute an Agreement as well as a Service Level Agreement supplementary to the said Agreement and an Undertaking-cum-Indemnity Bond containing such terms and conditions as may be decided by the State Government, from time to time."

3. In the said rules, in sub-rule (4) of Rule 8, the words and figures "in Form 1" and "in Form 2" shall be omitted.

4. In the said rules, in Rule 15, after the words "The Authorised Collection Centres" and before the words "shall be adequately" the words "as well as the offices and branches of the Central Record Keeping Agency" shall be inserted.

5. In the said rules, in Rule 38, the words and figure "in Form 1 executed between the Chief Controlling Revenue Authority and the Central Record Keeping Agency" shall be omitted.

6. In the said rules, "Form 1" and "Form 2" appended thereto, shall be omitted.

By order of the Governor

MONA SHARMA

Principal Secretary to Government

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 1015 CUTTACK, FRIDAY, JUNE 3, 2016/JAISTHA 13, 1938

DEPARTMENT OF REVENUE & DISASTER MANAGEMENT

NOTIFICATION

The 2nd June 2016

No. 17169—Stamp-17/2014-R&DM—In exercise of the powers conferred by Sections 74 and 75 read with Section 10 of the Indian Stamp Act, 1899 (2 of 1899), the State Government do hereby make the following rules further to amend the Odisha Stamp (Payment of Duty by means of e-Stamping) Rules, 2015 namely:—

1. Short title and Commencement.—(1) These rules may be called the Odisha Stamp (Payment of Duty by means of e-Stamping) Second Amendment Rules, 2016.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

2. In the Odisha Stamp (Payment of Duty by means of e-Stamping) Rules, 2015, (hereinafter referred to as the said rules), in Rule 2, in sub-rule (1),—

(i) for clause (d), following clause shall be substituted, namely:—

“(d) “Authorised Collection Centre” means an agent appointed by the Central Record Keeping Agency, with the prior approval of the Appointing Authority to act as an intermediary between the Central Record Keeping Agency and the stamp duty payer and includes the offices and branches of the Central Record Keeping Agency for collection of stamp duty and for issuing e-stamp certificates;”;

(ii) in clause (m), for the words “Chief Controlling Revenue Authority”, the words “Appointing Authority” shall be substituted.

3. In the said rules, for Rule 10, the following rule shall be substituted, namely:—

“(10) The Central Record Keeping Agency shall be entitled to such agreed percentage of commission on the amount of stamp duty collected by its offices, branches located at registration offices and the Authorised Collection Centres, not exceeding 0.65 per centum as may be decided by the State Government from time to time.”.

4. In the said rules, in rule 19, the expression "less the specified commission", appearing in the marginal heading, in sub-clause (i) and sub-clause (ii) of sub-rule (1), shall be omitted.

5. In the said rules, in Rule 22, in sub-rule (1), for the word and figure "Form 7", the word and figure "Form 6" shall be substituted.

6. In the said rules, in Rule 29, after the words "computer system by accessing" and before the words "the relevant website", the words "the central server or" shall be inserted.

7. In the said rules, in Rule 31, for the word and figure "Form 6" the word and figure "Form 7" shall be substituted.

8. In the said rules, for "Form 3", the following Form shall be substituted, namely:—

"FORM 3

[See Rule 19(3)]

Register of Daily Stamp Duty Collection and Remittance to Government Account[to be maintained by (name of the CRA), Central Record Keeping Agency (CRA)]

PART – I

Sl. No.	Date	No. of e-Stamp certificates issued	Amount of Stamp Duty Collected		Total Amount Collected
			By Cash	By other modes	
(1)	(2)	(3)	(4)	(5)	(6)

PART – II

Date	Opening Balance (Previous day's Balance)	Amount of Stamp Duty Collected		Total Amount Collected	Amount Remitted to Government Account	Closing Balance (11-12)	Commission payable to the CRA	TDS (Tax Deductable at Source)
		By Cash	By other modes					
(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)

By order of the Governor
Dr. MONA SHARMA
Principal Secretary to Government

I.2.Notification enabling the online payment of registration fees

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 664 CUTTACK, FRIDAY, APRIL 8, 2016/CHAITRA 19, 1938

BOARD OF REVENUE, ODISHA, CUTTACK (Registration Wing)

NOTIFICATION

The 28th March 2016

S.R.O. No. 138/2016—In exercise of the powers conferred by Section 69 of the Registration Act, 1908 (Act 16 of 1908) and after due approval of the State Government as required under sub-section (2) thereof, the Inspector General of Registration, Odisha do hereby make the following rules further to amend the Odisha Registration Rules, 1988, namely:—

1. (1) These rules may be called the Odisha Registration (Amendment) Rules, 2016
(2) They shall come into force on the date of their publication in the *Odisha Gazette*.
2. In the Odisha Registration Rules, 1988 (hereinafter referred to as the said rules), in Rule 2,—
 - (i) after clause (c), the following new clause shall be inserted, namely:—

"(cc) "Electronic Agency" means and includes an agency or a company authorized by the Government for efficient delivery of services to the public through electronic means under Section 6 or Section 6 A of the Information Technology Act, 2000 (21 of 2000);"
 - (ii) for clause (e), the following clause shall be substituted, namely:—

"(e) "Inspector" means Additional Inspector General of Registration, Joint Inspector General of Registration or Deputy Inspector General of Registration appointed under Section 8 of the Act;"
3. In the said rules, in rule 112,—
 - (i) in sub-rule (1), after the words "*in writing*", the words "*or electronically*" and after the words "*shall be paid*", the words and commas "*in cash or in other modes or electronically, as the case may be,*" shall be inserted; and

(ii) after sub-rule (1), the following sub-rule shall be inserted, namely:—

"(1-a) The manner of filing application for search, inspection or for obtaining copy, and the receipts for the fees paid, each through electronic means, shall be specified by the Inspector General of Registration".

4. In the said Rules, for rule 159 the following rule shall be substituted, namely:—

"159. Payment of fees and fines :- (1) All fees including fines, if any, shall be determined by the Registering Officer and shall be realized in cash or in the shape of Demand Draft or Pay Order drawn in any Scheduled Bank or through any electronic mode to be specified by the Government by an order and shall be accounted for in the appropriate register.

(2) Proper receipts including receipts generated electronically shall be granted for such payment.

(3) The user fees leviable shall be collected and paid in such proportion as decided by the Government, from time to time, to the electronic agency authorized by the Government or the Registering Officer.

(4) If the presenting party feels that the fees paid by him is excess and he is aggrieved on payment of such fees, he shall pray for referring the matter to the Registrar and on reference, the Registrar shall, if he finds that there has been an over charge, order the Sub-Registrar to refund the excess.

(5) Where the party is not satisfied with the Registrar's decision, he may pray for a reference to the Inspector General of Registration".

5. In the said rules, in Rule 163, after the words "*credited to accounts*", the words "also through electronic mode as specified in sub-rule (1) of Rule 159" shall be added.

6. In the said rules, for Rule 164, the following rule shall be substituted, namely:—

"164 Remittance of Collections to Treasury: - (1) Except travelling allowance, all fees and fines shall be paid without unnecessary delay, into nearest Treasury, Sub-Treasury or Banks.

(2) The Registering Officer or the electronic agency, as the case may be, shall be held responsible for the safe custody of the fees and fines until the same is credited."

[No. 1258—IX-81/2013(Pt).-Regn.]

UPENDRANATH MALLICK

Inspector General of Registration

Odisha, Cuttack

I.3. Order for Suo-motto initiation of Mutation case

GOVERNMENT OF ODSHA
REVENUE & DISASTER MANAGEMENT DEPARTMENT

No. Regn-012019- 7279 REGM, dated 23-1-13

From
Mr. Tarasul
Principal Secretary to Government

To
All Collectors

Sub: Sub-acute collection of Disaster Case on automatic transmission of Form No. 3 from DISASTER through a Registration System

Re: In view of the letter No. DIS/DRM dated 22.02.2013 of Inspector General of Registration, Odisha, You are requested to immediately follow the guide lines issued by the RDM and take all necessary action on sub-acute incidents by Tahsildars after receipt of form No.3 which has been uploaded and sent to Tahsildars by registering officers after a registration. Failure to take an initiation after receipt of form No.3 will be viewed as gross negligence and derivation of action attracting departmental action against the concerned officials under the service provisions of the OIA (OIA) Rules.

1. The number of forms uploaded and action taken by the Tahsildars on each month should be submitted in the monthly Revenue Meeting under intimation to the Government.

2. The RDM authority may also be requested to strengthen the link between Tahsil office and Registration Office.

Yours faithfully

Signature
Principal Secretary to Government
Memo No. 7240 REGM, dated 23-1-13

Copies forwarded to the Inspector General of Registration, Odisha, Cuttack with reference to his letter Memo No. DIS/DRM dated 22.02.2013 for information and necessary action.

Signature
Principal Secretary to Government
Memo No. 7241 REGM, dated 23-1-13

Copies forwarded to Chief General Manager, RDM, Odisha, Bhubaneswar for information and necessary action.

He is requested to issue necessary instructions to all the district officers to take immediate action to strengthen the link between Tahsil office and Registration Office in the district.

Signature
Principal Secretary to Government

Sent For:

Memo No. 7242 REGM, dated 23-1-13

Copies forwarded to the all RDM units District Registration and Sub-Collectors and District Sub-Registrars for information and necessary action.

Signature
Principal Secretary to Government

J. Directorate of Legal Metrology

J.1. Notification for uploading the inspection report on CIG portal within 48 hours

DIRECTORATE OF LEGAL METROLOGY
HONORARY & CONSUMER WELFARE DEPARTMENT
GOVERNMENT OF CHHIS, KARNATAKA, BANGALORE

NOTICE

NOTICE NO. 2551/2024 DATED 25-07-24

As per rule 10(1) of the Direct Legal Metrology (Enforcement) Rules, 2011 on completion of verification and stamping the Legal Metrology Officer shall issue a certificate of verification in the form set out in Schedule III.

Since no specific timeline has been prescribed in the rules, to meet the requirement of Central Inspection Framework System under Law Of Doing Business (2016) programme, in pursuance of the power conferred on me under section 10(1) of the Legal Metrology Act, 2008, I do hereby direct (Powers conferred) Controller, Legal Metrology, Chhisa to issue the verification certificate within 48 hours of the completion of verification and stamping.

Notice No. 2551/2024

By Controller, Legal Metrology, Chhisa
Dated 25-07-24

Copy forwarded to all SACs in CIG of the State for information and necessary action.

Notice No. 2552/2024

By Controller, Legal Metrology, Chhisa
Dated 25-07-24

Copy forwarded to the Add. Secretary to Govt. Industries Department for information and necessary action.

Notice No. 2553/2024

By Controller, Legal Metrology, Chhisa
Dated 25-07-24

Copy forwarded to the Add. Secretary to Govt. IT & IIT Department for information and necessary action.

By Controller, Legal Metrology, Chhisa

Notice No. 2554/2024

Dated 25-07-24

Copy forwarded to the By Controller, Legal Metrology, Chhisa for information and necessary action.

By Controller, Legal Metrology, Chhisa

<p style="text-align: center;"> DECLARATION OF INTEREST STATE OF TEXAS COUNTY OF DALLAS OFFICE OF THE CLERK FILE NO. 12345 DATE: 10/26/2023 </p>					
<p>I, the undersigned, being a duly qualified elector of the State of Texas, do hereby declare that I am not a member of, nor do I have any financial interest in, any corporation, partnership, or other entity that is a party to the cause herein. I further declare that I am not a member of, nor do I have any financial interest in, any corporation, partnership, or other entity that is a party to the cause herein. I further declare that I am not a member of, nor do I have any financial interest in, any corporation, partnership, or other entity that is a party to the cause herein.</p>					
No.	Name of the Corporation or Firm	Name of the Officer	Name of the Officer as Filed	Signature of the Officer as Filed	Signature
1	ABC Corp.	John Doe	John Doe	John Doe	
2	XYZ Inc.	Jane Smith	Jane Smith	Jane Smith	
3	DEF LLC	John Doe	John Doe	John Doe	
4	GHI Corp.	Jane Smith	Jane Smith	Jane Smith	
5	JKL Inc.	John Doe	John Doe	John Doe	
6	MNO LLC	Jane Smith	Jane Smith	Jane Smith	
7	PQR Corp.	John Doe	John Doe	John Doe	
8	STU Inc.	Jane Smith	Jane Smith	Jane Smith	
9	VWX LLC	John Doe	John Doe	John Doe	
10	YZA Corp.	Jane Smith	Jane Smith	Jane Smith	
11	BCD Inc.	John Doe	John Doe	John Doe	
12	EFG LLC	Jane Smith	Jane Smith	Jane Smith	
13	HIJ Corp.	John Doe	John Doe	John Doe	
14	KLM Inc.	Jane Smith	Jane Smith	Jane Smith	
15	NOP LLC	John Doe	John Doe	John Doe	
16	QRS Corp.	Jane Smith	Jane Smith	Jane Smith	
17	TUV Inc.	John Doe	John Doe	John Doe	
18	WXY LLC	Jane Smith	Jane Smith	Jane Smith	
19	ZAB Corp.	John Doe	John Doe	John Doe	
20	ACD Inc.	Jane Smith	Jane Smith	Jane Smith	

10	Arjun	Arjun	Arjun Arjun 2010	Arjun
11	Arjun	Arjun	Arjun Arjun 2010	Arjun
12	Arjun	Arjun	Arjun Arjun 2010	Arjun
13	Arjun	Arjun	Arjun Arjun 2010	Arjun
14	Arjun	Arjun	Arjun Arjun 2010	Arjun
15	Arjun	Arjun	Arjun Arjun 2010	Arjun
16	Arjun	Arjun	Arjun Arjun 2010	Arjun
17	Arjun	Arjun	Arjun Arjun 2010	Arjun
18	Arjun	Arjun	Arjun Arjun 2010	Arjun
19	Arjun	Arjun	Arjun Arjun 2010	Arjun
20	Arjun	Arjun	Arjun Arjun 2010	Arjun
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22	Arjun	Arjun	Arjun Arjun 2010	Arjun
23	Arjun	Arjun	Arjun Arjun 2010	Arjun
24	Arjun	Arjun	Arjun Arjun 2010	Arjun
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49	Arjun	Arjun	Arjun Arjun 2010	Arjun
50	Arjun	Arjun	Arjun Arjun 2010	Arjun

40	Chavang	Wabang	Archieve River Area ELM	Wabang Kampung Bongora Borobora	
41	Borobora	Wabang	Archieve River, ELM		
42	Utah	Wabang	Archieve River, ELM	Utah	
43	Borobora	Wabang	Archieve River, ELM	Borobora	
44	Borobora	Wabang	Archieve River, ELM	Borobora	
45	Borobora	Wabang	Archieve River, ELM	Borobora	
46	Borobora	Wabang	Archieve River, ELM	Borobora	
47	Borobora	Wabang	Archieve River, ELM	Borobora	
48	Borobora	Wabang	Archieve River, ELM	Borobora	
49	Borobora	Wabang	Archieve River, ELM	Borobora	
50	Borobora	Wabang	Archieve River, ELM	Borobora	
51	Borobora	Wabang	Archieve River, ELM	Borobora	

30	San Diego	San Diego	San Diego	San Diego
31	San Diego	San Diego	San Diego	San Diego
32	San Diego	San Diego	San Diego	San Diego
33	San Diego	San Diego	San Diego	San Diego
34	San Diego	San Diego	San Diego	San Diego
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36	San Diego	San Diego	San Diego	San Diego
37	San Diego	San Diego	San Diego	San Diego
38	San Diego	San Diego	San Diego	San Diego
39	San Diego	San Diego	San Diego	San Diego
40	San Diego	San Diego	San Diego	San Diego
41	San Diego	San Diego	San Diego	San Diego
42	San Diego	San Diego	San Diego	San Diego
43	San Diego	San Diego	San Diego	San Diego
44	San Diego	San Diego	San Diego	San Diego
45	San Diego	San Diego	San Diego	San Diego
46	San Diego	San Diego	San Diego	San Diego
47	San Diego	San Diego	San Diego	San Diego
48	San Diego	San Diego	San Diego	San Diego
49	San Diego	San Diego	San Diego	San Diego
50	San Diego	San Diego	San Diego	San Diego

Memo No. 2000 Date 10/10/00 To San Diego
 Case forwarded to all offices in the State for information and necessary action.

Memo No. 2001 Date 10/10/00 To San Diego
 Case forwarded to the Adm. Services to Gov. including Department for information and necessary action.

Memo No. 2002 Date 10/10/00 To San Diego
 Case forwarded to the Adm. Services to Gov. including Department for information and necessary action.

Memo No. 2003 Date 10/10/00 To San Diego
 Case forwarded to the Adm. Services to Gov. including Department for information and necessary action.

K. Forest and Environment

K.1. Notification for uploading the inspection report on CICG portal within 48 hours for NOC for tree cutting

Government of Odisha
Forest and Environment Department

To: 2773/ 900 10 17/09/23
(Off (T&E) (Dy. Secy))

From: Secy, A/c Environment, D.F.
Special Secretary to Government

To: The Principal Chief Conservator of Forest, Odisha
Bhubaneswar

Sub: Development and Improvement of Odisha Forest Survey System under State of Living Resources.

Re: It is mentioned under Business Rules, Action Plan-2017 that the Joint Inspection Report should be submitted within 48 hours of the joint inspection done under Section 70(2)(c) of the Odisha Forest and Other Forest Produce (Regulation) Act, 1987.

I am directed to request you to issue necessary instructions to all the District Forest Officer & Wild Life to follow the accordingly.

Yours faithfully,
[Signature]
Special Secretary to Govt.



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NEW OPPORTUNITIES

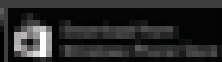
For further details, please contact:

Micro, Small & Medium Enterprises Department,
Odisha Secretariat,
Sachivalaya Marg, Bhubaneswar: 751001
Tel: +91-674-2393055 / 2394121
Fax: +91-674-2394051
e-mail: secy-msme.od@nic.in

Industrial Promotion & Investment Corporation of Odisha Limited (IPICOL)

IPICOL House, Janpath, Bhubaneswar - 751022, Odisha
Tel.: +91- 674 254 2601-03/ 254 2607-08
Fax: +91- 674 254 3766
e-mail: cmd@investodisha.org

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