

Proactive Disclosure Under Section 4 (1) (B) of the RTI Act, 2005, District- Subarnapur

1. a. All the records of Dist. Social Welfare Office Subarnapur under Department of W&CD and Mission Shakti Odisha have been catalogued and indexed. The same are being computerized so as to be uploaded in the website.

b.(i) The District Social Welfare wing of Subarnapur Collectorate was started functioning w.e.f. 01.04.1993, soon after creation of Subarnapur District with 4 ICDS Projects at Block headquarters Sonepur, Tarbha, Ullunda & Birmaharajpur. In other 2 Block headquarters of the district i.e. Binka and Dunguripali ICDS Projects have been created during the year 1995-96. The major functions and duties of this office are implementation of different schemes/ programmes for Child Welfare, Women Welfare, Women Empowerment in addition to the usual works on establishment and financial matters prescribed by concerned Department.

(ii) The powers and duties of officers and employees will be uploaded very soon.

(iii) In this Office decisions are taken after initiation of the matter duly processed from dealing assistant to SO to DSWO and then the process is completed at the level of DSWO. However important matters are submitted to the Hon'ble Collector for kind approval of the same.

(iv) The functions are being discharged followings the usual norms and rules.

(v) The following rules, regulations, instructions, manuals and records are followed for discharging functions.

(1) Odisha Service Code

(2) OCS(CC&A) Rules 1962

(3) Odisha Pension Rules & Other Rules

(vi) The documents which are held in this Department are as under

(1) Personal Files of Employees.

(2) Service Books of Employees and

(3) Other Records.

(vii) For formulation of policy and implementation thereof, the members of the Public are associated when rules require so.

(viii) The meeting of following Committees, open to the public are held as per rule.

(1) Covid Task Force Committee.

(2) Dist. Task Force Committee.

(3) Local Complaint Committee under Sexual harassment at work place.

(4) Dist. POSHAN (GMDS) Committee.

(5) Dist. Committee for Prevention of Trafficking of Women & children.

(6) Dist. Monitoring Committee for Shelter Home & CCI.

(7) Dist. Widow Cell.

(8) ICC under SHW Dist. Subarnapur

(ix) The Directory of Officers and employees has been farmed

(x) For payment of monthly remuneration including other benefits documentation is done and specific registers are maintained.

(xi) each year budget Allocation item wise has been prepared and approved.

(xii) All subsidised programmes including amounts allocated are being computerized so as to be uploaded in the website.

(xiii) Steps are being taken to transmit details of information in electronic form.

(xv) Under the provision of RTI Act. 2005 the concerned Citizens-Cum-Application get information easily within the date line fixed. However, there is no reading room for public use.

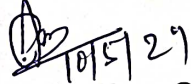
(xvi) The name, designation and other particulars of public information Officers of this Deptt. are maintained below: -

1. Name of the 1st Appellate Authority : Smt. Anupama Panda, DSWO
Tel. No. 9937219899
2. Name of the PIO : Smt. Anita Guru, Programme Officer
Tel No. 9437984827

Name of the employee	Designation	Scale of Pay	Type of Job
Smt. Anupama Panda	Dist. Social Welfare Officer, Subarnapur	9300-34800	Regular
Smt. Anita Guru	Programme Officer	9300-34800	Regular
Smt. Basanti Bhoi	Protection Officer-Cum- Programme Officer, O/o the DSWO, Subarnapur	9300-34800	Regular
Smt. Sudeshna Meher	Programme Officer	9300-34800	Regular
Smt. Sanjukta Samal	Programme Officer	9300-34800	Regular
Sri Chanda Charan Mishra	Section Officer	9300-34800	Regular
Sri Manasi Deep	Senior Rev. Asst.	5200-20200	Regular
Sri Dukhi Shyam Sethy	Junior Rev. Asst.	5200-20200	Regular
Sri Biswajit Parida	DPC, Mission Shakti	60,000/- p.m.	Contractual

Sri Sanjib Mishra	DC, POSHAN	35,000/- p.m.	Contractual
Sri Akshaya Ku. Singh	DC, Child Marriage	65,000/- p.m.	Contractual
Sri Pratap Kishor Pradhan	DPC, MAMATA	35,000/- p.m.	Contractual
Smt. Suprabha Sahu	DPAcA, Mission Shakti	25,000/- p.m.	Contractual
Sri Bikash Panda	DPA, MAMATA	14,470/- p.m.	Out Sourcing
Sri Mohan Kumar Meher	DPA, POSHAN	14,000/- p.m.	Contractual
Sri Ripan Ku. Dang	JA (S) ICDS Project Dunguriplai, (Deputation from ICDS Dunguripali to DSWO Office)	5200-20200	Regular

(xvii) New Scheme including six packages of service under ICDS like POSHAN, VATSALYA, MAMATA, Mission Shakti, Advika, THR, ATHR, Mukhya Mantri Sampurna Pusti Yojana, Jagruti I, Jagruti II, State Support Centre, Child Care Institution, PCMA etc. implementation by the Office under W & CD & Mission Shakti Deptt. Govt. of Odisha.


 Dist. Social Welfare Officer,
 1st Appellate Authority, RTI
 Subarnapur