



Government of Odisha
Housing and Urban Development Department

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OFFICE ORDER
Bhubaneswar, Dated the 09.10.2024

No. HUD-OE-MISC-0007-2024- 21017 /HUD, In partial modification to this Department Office Order No 20787/HUD, dated 08.10.2024, the following Officers are hereby declared as the Nodal Officer for the districts assigned against them (which will undergo change every quarter end). They are requested to visit at least six times annually and they need to prepare the tour details in suggested template at Annexure A and Annexure B for better appraisal and follow up action.

SN	Name and Designation of Officer	Assigned Districts
1	Smt Usha Padhee, IAS, Principal Secretary to Government	Kandhamal
2	Sri Rajesh Prabhakar Patil, IAS, Special Secretary to Government	Deogarh
3	Dr N Thirumala Naik, IAS, Vice-Chairman, BDA	Nayagarh
4	Smt Sagarika Patnaik, IRPS Special Secretary to Government	Cuttack Khordha
5	Shri Suwendu Kanungo, IAS Additional Secretary to Government	Koraput Malkangiri
6	Shri Debasis Singh, OAS DMA & Ex Officio Special Secretary to Government	Ganjam Gajapati
7	Shri Gangadhar Nayak, OAS Director, Housing & Ex Officio Special Secretary to Government	Keonjhar Mayurbhanj
8	Shri Sushanta Kumar Mishra, OAS Additional Secretary to Government	Kalahandi Nabarangpur
9	Shri Binaya Kumar Dash, OAS Additional Secretary to Government	Puri
10	Shri Rabindra Kumar Sahoo, OAS Additional Secretary to Government	Angul Boudh
11	Shri Sourindra Kumar Routray, OAS Additional Secretary to Government	Subarnapur Bargarh
12	Smt Durgesh Nandini Sahoo, OAS Additional Secretary to Government	Jajpur Dhenkanal
13	Smt Sikha Biswal, OFS FA-cum-Additional Secretary to Government	Jagatsinghpur Kendrapara
14	Er. Arabinda Jena Chief Engineer cum Additional Secretary to Government	Balasore Bhadrak

15	Shri Saroj Kumar Dash, OAS Joint Secretary to Government	Sundargarh Jharsuguda
16	Er. Paradipta Kumar Mohapatra Engineer-in-Chief, Odisha Water Supply and Sewerage Board (OWSSB)	Nuapada Bolangir
17	Er. R N Mallick Engineer-in-Chief – Public Health Engineering Organisation (PHEO)	Rayagada
18	Er. Guru Charan Das Managing Director, Water Corporation Ltd	Sambalpur

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09.10.24

Memo No. 21018 / HUD, Date: 09.10.2024 Under Secretary to Government

Copy along with copy of Annexure A & B forwarded to OSD to Principal Secretary / PS to Special Secretaries / PS to DMA-cum-Ex-Officio Special Secretary / PS to all Additional Secretaries / PS to FA-cum-Additional Secretary / PS to CE-cum-Additional Secretary / All Officers/ All Sections/ Officers Concerned for information and necessary action.

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09.10.24

Under Secretary to Government

Memo No. 21019 / HUD, Date: 09.10.2024

Copy forwarded to the P.M.U. Cell (website.hudd@gmail.com) & Issue Section of this Department with a request to upload the notice on Government website (www.urban.odisha.gov.in) of the Department.

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09.10.24

Under Secretary to Government

Tour Details

Name & Designation of officer touring:			
Tour Purpose:			
From Date:	DD/MM/YYYY	To Date:	DD/MM/YYYY

Tour Report Template

Sl. No.	Place/ Location	Project Details	Officials/ Stakeholders Present	Findings/ Observations along with Timeline
01				
02				

TOUR VISIT
Housing & Urban Development Department
Government of Odisha

CHECKLIST

Name & Designation of the officer touring	
Purpose of Touring	
Date of Visit	
Place of Visit/District	
From Date	
To date	
Official and Stakeholders Present	

CHECKLIST

A. WATER SUPPLY

100 % Piped Network	
100% Household Connection	
Duration of Water Supply in hour and no of time	
How often Water Testing done	
Jala Sathi engaged and No of JALA Sathi	
Are grievance resolved timely	
Any Issues / Suggestions	

B. SANITATION

Is 100 % door to door collection made	
Is 100 % street and road sweeping made	
Is wealth center functioning properly and no of MCC and MRF functional	
Is Swachha Karmi and Swachha Supervisor engaged	
Is public toilet and community toilet cleaned and maintained hygiene	
Is FSTP plants working	
Is MSG/TG groups engaged in O&M of FSTP	
Is cesspool vehicle are functioning properly	
No of functional cesspool vehicle available in the ULB	
Is legacy waste remediated	
Any Issues / Suggestions	

C. PMAY-U

Have you interacted with PMAY beneficiaries	
Is the construction work going timely	
Is the construction work maintain quality	
A Brief case study of a beneficiary	
Any issues/ Suggestion	

D. OTHER DEVELOPMENT INITIATIVE

1	Are slums provided basic infrastructures like water supply, road, street light etc	
	How many slums are upgraded	
2	Are the work under MUKTA implemented properly	
	Are the quality of work maintained under MUKTA	
	Are assets created under MUKTA are maintained properly	
	Are MSG are timely paid their dues under MUKTA	
3	Are water bodies developed follow as per guideline	
	Are the initiatives taken for water bodies O&M	
4	Are streetlights are functioning as per their assessment	
	No of Street lights are not functioning	
	Is the agency engaged for Streetlight resolve the problems timely	
5	No of Multipurpose Hall are constructed in the ULBs	
	Are the contractors follow the checklist for quality of construction	
	Is they parking facilities available in MPH site	
6	Any issues	
7	Other Observations	

E. Budget & Finance

Whether ULB Budget has been made	
Whether Cash Book has been maintained and reconciled with Bank Book	
Whether digital entry at SUJOG made	
Whether Audit for the year 2023-24 has been completed	
Whether Utilization Certificate has been submitted	
Amount of Scheme wise UC pending	
How many AG paras are pending and Compliance submitted	

F. Meeting with District Officials/Locals

No of Grievances/Issues received	
Grievance resolved	
Any other issues	