



OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, DHENKANAL
(Establishment Section)

E-mail Id: - dm-dhenkanal@nic.in

dkl.establishment@nic.in

Tel. No. : - 06762-225602

No.VI (B)- 27/2020- 1327 /Estt. Dt. 12.08.2020

To

The Chief District Medical & Public Health Officer, Dhenkanal/ Chief District Agriculture Officer, Dhenkanal/ Project Director, Watersheds, Dhenkanal/ Deputy Registrar, Co-operative Societies, Dhenkanal/ Divisional Forest Officer, Dhenkanal/ Executive Engineer, NH Division, Dhenkanal/ Executive Engineer, R&B Division, Dhenkanal/ District Education Officer, Dhenkanal/ Settlement Officer, Dhenkanal/ Deputy Director, Horticulture, Dhenkanal/ Col. Commanding Officer, 12(O) BN, NCC, Dhenkanal/ District Audit Officer, I.F.A, Dhenkanal/ General Manager, RIC, Dhenkanal/ District Sub-Registrar, Dhenkanal/ Superintendent of Excise, Dhenkanal/ Treasury Officer, District Treasury, Dhenkanal.

The Project Director, DRDA, Dhenkanal/ All Sub- Collectors / All Tahasildars/ All Block Development Officers/ All C.D.P.Os/ R.T.O, Dhenkanal/ C.S.O., Dhenkanal/ D.P.O, Dhenkanal/ D.S.W.O., Dhenkanal/ D.W.O., Dhenkanal/ District Planning Officer, Dhenkanal/All Deputy Collectors & Asst. Collectors of Collectorate, Dhenkanal.

Sub: - Promotion of eligible Section Officers (Head Clerks) to the rank of Establishment Officer and Sr. Establishment Officer- Publication of Draft common gradation list of Section Officers working in various District level Offices-regarding.

Ref: - This office letter No. 481 dated 04.03.2020, letter No. 712 dated 28.04.2020 & letter No. 998 dated 02.07.2020.

Madam/Sir,

In inviting a reference to the subject cited above, I am to say that as per Notification No. 7584/Gen dated 08.03.2019 of Govt. of Odisha in GA. & PG Deptt, a Draft Common Gradation list of Section Officers working in various District Level Offices have been prepared basing on the available information received from your office.

In this contest the following are submitted for your information:-

- As this common gradation list is meant for the Section Officers belonging to the "District Ministerial Cadre" and the list has been prepared based on the information received from different offices, the officers are requested to verify that the name of the section officers furnished by them belong to "District Ministerial Cadre".
- Rule-7 of the above notification of Govt. of Odisha in GA & PG Deptt. envisages that, "A common gradation list of Section Officers/ Establishment Officers of the district shall be prepared by the concerned Collector on the basis of the select list prepared by the Odisha Sub-Ordinate Staff Selection Commission for appointment to the rank of Jr. Assistant for the purpose of consideration of promotion to the rank of Establishment Officer/ Senior Establishment Officer respectively.

Provided that, in case of non availability of relevant select list in old cases, the date of appointment to the services as Jr. Assistant (Jr. Clerk) shall be the factor for determination of inter-se-seniority for preparation of the common gradation list of Section Officers/Establishment Officers respectively".

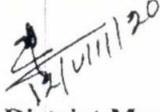
As the draft gradation list includes Section Officers of various District Level Offices and the common merit list including all the Section Officers is not available in this office, **thus the inter-se-seniority in the draft common gradation List is determined basing on the factor i.e. date of appointment/date of joining in the base level post of Jr. Asst (Jr. Clerk).**

- e) A copy of the draft common gradation list of the Section Offices working in various district level offices is enclosed herewith & it is requested to circulate the same among the Section Officers working under your jurisdiction inviting objections, if any, within 15 days from the date of issue of this letter. The objections received from the employees should be forwarded to this office after due verification of the same with reference to Service Book and other relevant records with specific views of concerned DDOs/District Level Officers.

Further, if any of the employee belongs to any reserved category especially PwD & the same has not been incorporated against his/her name in the draft common gradation list, then the proposal may be submitted along with attested copy of the 1st page of original Service Book as well as relevant documents for making entry in the final gradation list.

No objection received after 15 days and no proposals received without furnishing attested copies of relevant pages of Original Service Book shall be entertained.

Yours faithfully,


12/11/20
Additional District Magistrate,
Dhenkanal

Memo No. 1328 /Estt/Dt. 12.08.2020

Copy forwarded to the A.D.I.O., NIC, Dhenkanal for publication of the gradation list in the District website.


12/11/20
Additional District Magistrate,
Dhenkanal

**DRAFT COMMON GRADATION LIST OF SECTION OFFICERS WORKING IN VARIOUS DISTRICT LEVEL OFFICES
OF DHENKANAL DISTRICT, 2020**

| Sl. No. | Name of the Section Officer | Name of Office | Department | Date of Birth | Qualification | Date of entry into Govt. Service | Date of joining in the post of Jr. Asst. (Jr. Clerk) | Category (UR/ST/S C) | Post in which Permanent/ Order No & Date | Date of Joining in the present post | Remarks |
|---------|-----------------------------|---|------------------------------------|---------------|---------------|----------------------------------|--|----------------------|--|-------------------------------------|---------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 1 | BIREN KUMAR SAMAL | A.R.C.S, DHENKANAL | CO-OPERATION | 20-10-61 | B.A. | 22-10-79 | 22-10-79 | UR | Sr. Clerk/ 1641 dtd.29.09.2015 | 16-08-12 | |
| 2 | MURALIDHAR DAS | BEO, KANKADAHAD | S & ME | 07-06-60 | M.A., LLB | 01-02-80 | 01-02-80 | UR | 337 dtd.17.01.1980 | 07-05-16 | |
| 3 | SAUMYA RANJAN JENAMANI | CHIEF DISTRICT AGRICULTURE OFFICER, DHENKANAL | AGRICULTURE | 05-07-61 | HSC | 07-05-80 | 07-05-80 | UR | - | 10-10-11 | |
| 4 | SANTOSH KUMAR MISHRA | SETTLEMENT OFFICE, DHENKANAL | R & DM | 09-09-60 | B.A. | 02-02-81 | 02-02-81 | UR | Sr. Clerk/ 2133/24.12.2005 | 15-04-13 | |
| 5 | BRAHMANANDA PUHAN | DEO, DHENKANAL | S & ME | 11-05-61 | M.A. | 06-02-82 | 06-02-82 | UR | 1483 dtd.09.02.1982 | 07-05-16 | |
| 6 | PANKAJA LOCHAN NAYAK | DIVISIONAL FOREST OFFICER, DHENKANAL DIVISION | FOREST & ENVIRONMENT | 01-03-61 | B.A.(Hon) | 31-05-82 | 31-05-82 | UR | Head Clerk/ 55 dtd. 25.4.18 | 27-04-18 | |
| 7 | HARAPRIYA DAS | D.R.C.S., DHENKANAL | CO-OPERATION | 13-03-64 | H.S.C. | 12-01-83 | 12-01-83 | UR | Jr. Clerk/ 1641 dtd. 29.09.2015 | 13-03-18 | |
| 8 | ASHOK KUMAR NATH | DEPUTY DIRECTOR OF HORTICULTURE, DHENKANAL | AGRICULTURE & FARMERS' EMPOWERMENT | 05-06-60 | B.A. | 25-01-84 | 25-01-84 | UR | - | 14-11-12 | |
| 9 | PRADIPTA KISHORE SWAIN | BEO, PARJANG | S & ME | 21-05-60 | B.COM | 09-03-84 | 09-03-84 | UR | 2352 dtd.02.03.1984 | 07-05-16 | |
| 10 | BHASKAR SETHI | SETTLEMENT OFFICE, DHENKANAL | R & DM | 04-06-60 | I.A. | 28-06-84 | 28-06-84 | SC | Head Clerk/ 2133 dtd. 25.4.18 | 28-06-03 | |

S. S. S.
7/8/2020

| Sl. No. | Name of the Section Officer | Name of Office | Department | Date of Birth | Qualification | Date of entry into Govt. Service | Date of joining in the post of Jr. Asst. (Jr. Clerk) | Category (UR/ST/SC) | Post in which Permanent/ Order No & Date | Date of Joining in the present post | Remarks |
|---------|-----------------------------|--|------------------------------------|---------------|---------------|----------------------------------|--|---------------------|---|-------------------------------------|---------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 11 | CHINMAYA KUMAR BARIK | PROJECT DIRECTOR, WATERSHEDS, DHENKANAL | AGRICULTURE & FARMERS' EMPOWERMENT | 09-04-61 | H.S.C. | 03-09-84 | 03-09-84 | UR | - | 27-06-19 | |
| 12 | SANTOSH KUMAR DWIVEDY | BEO, BHUBAN | S & ME | 05-10-61 | M.A. | 06-11-84 | 06-11-84 | UR | 10657 dtd. 29.10.1984 | 07-05-16 | |
| 13 | ASHOK KUMAR NANDA | SETTLEMENT OFFICE, DHENKANAL | R & DM | 12-07-62 | B.A. | 17-12-84 | 17-12-84 | UR | Jr. Accountant/ Sr. Clerk/ 2229 dtd. 03.12.2013 | 01-10-18 | |
| 14 | CHITTARANJAN MOHANTY | BEO, GONDIA | S & ME | 12-05-66 | I.A. | 30-12-85 | 30-12-85 | UR | 12565 dtd. 27.12.1985 | 07-12-18 | |
| 15 | JANARANJAN NANDA | C.D.M. & P.H.O., DHENKANAL | H. & W.F. | 19-07-60 | I.A. | 10-06-87 | 10-06-87 | UR | Jr. Clerk/ 5310 dtd. 10.06.1987 | 29-01-20 | |
| 16 | MANAS KUMAR PATTANAYAK | DISTRICT AUDIT OFFICE, LFA, DHENKANAL | FINANCE | 11-01-64 | I.A. | 13-08-87 | 13-08-87 | UR | - | 29-05-14 | |
| 17 | BHUPESH CH. PRATIHARI | GENERAL MANAGER, RIC, DHENKANAL | MSME | 05-06-67 | MATRIC | 11-05-88 | 11-05-88 | UR | - | 25-09-19 | |
| 18 | RAJESH KUMAR MOHANTY | BEO, ODAPADA | S & ME | 08-07-66 | M.COM | 19-07-90 | 19-07-90 | UR | 2138 dtd. 15.05.1990 | 11-12-18 | |
| 19 | SUSHILA MALLIK | BEO, DHENKANAL | S & ME | 03-11-70 | MATRIC | 19-08-92 | 19-08-92 | SC | - | 29-06-11 | |
| 20 | DILLIP KUMAR PRADHAN | EXECUTIVE ENGINEER, N.H. DIVISION, DHENKANAL | WORKS | 16-06-70 | HSC | 01-06-93 | 01-06-93 | UR | - | 29-01-20 | |
| 21 | PRADEEP KUMAR DAS | SUB-COLLECTOR OFFICE, KAMAKHYANAGAR | R & DM | 04-11-69 | B.COM | 17-01-94 | 17-01-94 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 05-08-19 | |

Signature
21/8/2020

| Sl. No. | Name of the Section Officer | Name of Office | Department | Date of Birth | Qualification | Date of entry into Govt. Service | Date of joining in the post of Jr. Asst. (Jr. Clerk) | Category (UR/ST/S C) | Post in which Permanent/ Order No & Date | Date of Joining in the present post | Remarks |
|---------|-----------------------------|---|------------|---------------|---------------|----------------------------------|--|----------------------|--|-------------------------------------|---------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 22 | TUSARKANTI MAHAKHUDA | DRDA, DHENKANAL | R &DM | 01-07-64 | B.A. | 26-12-94 | 26-12-94 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 12-07-17 | PH |
| 23 | SMT. PRAMILA SAHOO | JUDICIAL SECTION, COLLECTORATE, DHENKANAL | R &DM | 05-02-69 | H.S.C. | 22-07-96 | 22-07-96 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 05-07-17 | |
| 24 | DIBYASINGH LENKA | TAHASIL OFFICE, KAMAKHYANAGAR | R &DM | 08-05-75 | B.A. | 24-07-96 | 24-07-96 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 07-07-17 | |
| 25 | ARDHENDUSEKHAR PATI | PANCHAYAT SAMITI OFFICE, BHUBAN | R &DM | 01-05-68 | B.A.BED | 11-10-96 | 11-10-96 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 07-08-17 | PH |
| 26 | SMT. SURAMA PATNAIK | DISTRICT ELECTION OFFICE, DHENKANAL | R &DM | 01-10-67 | MADHYAMA | 08-12-97 | 08-12-97 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 01-08-18 | |
| 27 | JAGABANDHU PUHAN | PANCHAYAT SAMITI OFFICE, HINDOL | R &DM | 11-10-73 | +2 ARTS | 22-12-97 | 22-12-97 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 09-08-18 | |
| 28 | AJAYA KUMAR GARANAİK | PANCHAYAT SAMITI OFFICE, GONDIA | R &DM | 05-07-70 | +3 ARTS | 16-04-99 | 16-04-99 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 01-08-18 | |
| 29 | SURYAKANTA BARAL | PANCHAYAT SAMITI OFFICE, DHENKANAL | R &DM | 27-06-72 | +3 ARTS | 20-04-99 | 20-04-99 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 03-09-18 | |
| 30 | PRATAP KUMAR PARIDA | TAHASIL OFFICE, DHENKANAL | R &DM | 09-05-78 | +2 Arts | 22-04-99 | 22-04-99 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 24-07-19 | |
| 31 | PRADATA SAHOO | REVENUE SECTION COLLECTORATE, DHENKANAL | R &DM | 11-09-78 | B.A | 26-04-99 | 26-04-99 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 19-11-18 | |
| 32 | PRATAPHARI PRADHAN | TAHASIL OFFICE, GONDIA | R &DM | 06-07-79 | B.Sc | 02-06-99 | 02-06-99 | UR | Sr. Clerk/ 3077 dtd. 04.12.2010 | 22-07-19 | |

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21/8/2020