

OFFICE OF THE DEPUTY DIRECTOR : CONSOLIDATION OF HOLDINGS : BHUBANESWAR.  
AT : TANKAPANI ROAD, BHUBANESWAR - 75.  
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Prescribed information as per the Right to Information Act, 2005 for all the citizens :

- Section-4(1) (a) All records are duly catalogued and indexed -  
(b) (i) The particulars of its organisation, functions and duties :-

It is the Office of the Deputy Director, Consolidation of Holdings, At: Tankapani Road, P.O. Baragarh Bhit Colony, Bhubaneswar - 75 Dist: Khurda.

The functioning of this organisation is to provide Consolidation of Holdings & Prevention of Fragmentation of land for development of agriculture in the State, by giving inducement and incentive to the cultivators. For this purpose this organisation make survey in the field, prepared land register and Map, publish the same for all concerned, invite objections for correction of any entry in the land register relating to right, title and interest of the land in the Consolidation area after finalisation of the same the Provisional Consolidation Scheme is prepared basing on which the final R.G.R. and map is published and distributed to all concerned alongwith demarcation of Ghata and delivery of possession. Being the Head of the Office, the Deputy Director, implements the Consolidation Scheme by supervising and controlling the quality of work in the field level.

The Deputy Director is notified as such by the State Govt., to exercise the powers and to perform the duties of the Director of Consolidation in respect of the following statutory powers of the Director, Consolidation under the S.C.H. & P.F.S. Act, 1972 and the Rules made thereunder. The following statutory

Powers of the Director, Consolidation is exercised by the Deputy Director, Consolidation in respect of Sections-6, 12, 20, 21, 44, 45 & 55(5) of the said Act within his jurisdiction.

(13) The powers and duties of its Officers and employees :-

a) Asst. Consolidation Officer -

The Asst. Consolidation Officer plays the pivotal role in this Consolidation Organisation. Right from reconnaissance to preparation and publication of final R.O.R. and Map of the unit comes under the original and supervisory works of the A.C.O. The details of which is given below :

- 1) Section-3(2) of the Act shall render compensation for damages V/s 3(1) and in case of dispute refer it to C.O. (Consolidation Officer).
- 2) Section-4(1), 6 & 7, shall prepare village Map and Land Register, Record of Rights, effect valuation, partition and amalgamation of holdings and prepare other records.
- 3) Section-7(3) shall settle fair and equitable rent and cess.
- 4) V/s 8(1) prepare a State of Principle in consultation with village Consolidation Committee Members setting forth the principles to be followed in carrying out Consolidation operation in the unit.
- 5) Section-9 - Entertain objection to entries and Statement of principles or to partition.
- 6) Section-10(1) - Disposal of objections by conciliation and refer disputed matters to the Consolidation Officer for disposal.
- 7) Publish the Land Register & Map V/s 13(1) of the Act for all concerned.
- 8) Section-15 Consider rights and interest in land consequent charges and transfer after 9(1) publication.

- 9) Section 7 prepare a Provisional Consolidation Scheme, shall allot Govt. land to land owner in exchange of private land.
- 10) Section-18 shall publish the P.C.S. and if authorised, can entertain objection to the Provisional Consolidation Scheme.
- 11) Section-25 put land owners to possession of the land allotted to him and can decide as to possession of standing crops.
- 12) Section-39(2) can effect delivery of possession to land owners under section 25.

CONSOLIDATION OFFICER.

- 1) Under Section-3 of the Act can do all acts necessary for Consolidation, operation cause public notification U/s 3(1), can hear and dispose of disputes as to assessment and payment of compensation.
- 2) Section-4 can sanction transfers after notification U/s 13(2).
- 3) Approved valuation determined by the A.G.S.
- 4) Section-7(1) can effect partition on the basis of specific parcels of land.
- 5) Section-7(2) can effect amalgamation.
- 6) Section-7(2) can settle fair and equitable rent.
- 7) Section-8(3) can approve the statement of Principles.
- 8) Section-11 Hear objection and cases of contesting nature and decides right, title and interest of the property.
- 9) Section 18 & 19 entertain objection to the provisional Consolidation Scheme, hear and dispose them, modify and forward to A.G.S. with direction.
- 10) Section-29(1) shall cause preparation of the final map and the R.C.R. on the basis of confirmed Consolidation Scheme.
- 11) Section 2(1) entertain and dispose of objection as to compensation which mean value of standing crops.
- 12) Section-40 can sanction exchange of Caska.
- 13) Section-55 order payment of compensation for destruction, damage or removal of survey maps.

DEPUTY DIRECTOR, CONSOLIDATION:

- 1) To issue notification constituting units and initiate preparation of Maps and L.R. for each unit U/s 6 of the Act.
- 2) He can entertain and dispose of appeals against the order passed U/s 10 & 11 and in respect of the Maps and Circle Office, ensure quality of work done.
- 3) He can entertain appeals U/s 20(1) against the orders of the C.O. U/s 19 of the Act.
- 4) He can confirm or revise the Provisional Consolidation Scheme or amend it U/s 20 or 21(2) of the Act.
- 5) Deputy Director, Consolidation & Consolidation Officer, being the Head of Office in respect of their own offices exercises administrative power and financial powers as per the O.A. issued from time to time.

REGISTER - FIELD STAFF

Job 4 To make survey, conduct field enquiry and prepare Land Register and Maps. He also serves check on the Map and documents the checks in the field as per the direction of A.C.O. and under the supervision of S.O. III.

SUPERVISOR OF R.O. III: This is the practical part of the Amin. He supervises 100% work of the Amin in the field with reference to Map and Land Register.

Apart from the above the following Officers and Ministerial staff are working in this office to assist the Deputy Director, Consolidation to discharge his administrative functions efficiently.

Name of the Officer & Designation

Duties

Sri Subash Chandra Dash, ASO;  
Asst. Consolidation Officer (Reg.)  
Range Office, Bhubaneswar.

He is incharge of the Establishment and financial matter and functioning as I.D.O. Besides he is to assess

and control the quality of technical work in the field. Also he is in-charge of judicial section and assists Deputy Director in judicial matters and is now working as Public Information Officer of this office.

Apart from above Sri Dash is in-charge of the Range Office Recent Room and prepare the Fortwise reports of Appeal, Revision and writ Cases and send the records for issue of Certified copies.

A Statement showing the sanction of Non-Sanctioned Regular employees are indicated below :

S.No.	Category of posts	Sanctioned strength	Staff in position	Remarks
<u>2019-20</u>				
1.	Post Clerk	1	1	Sanctioned as per
2.	Senior Stenographer	1	-	G.O. No. 50619/R,
3.	Senior Clerk	1	1	1439.5.72,
4.	Senior Clerk-Sen- Junior Accountant	1	1	
5.	Junior Clerk-Sen- Junior Sr. Typist	1	-	
6.	Junior Clerk	1	1	
7.	Driver	1	-	
<u>2019-3</u>				
8.	Process Server	1	1	Sanctioned as per
9.	Text Khalasi	1	1	G.O. No. 10261/R, dt.-
10.	Orderly Peon	4	3	9.2.73 (3 posts in
11.	Office Peon	4	3	G.O. No. 50759/R, dt.-
12.	Chamberlain-Sen-Sweeper	1	1	30.02/72 & 1 post in G.O. No. 76040/R, dt.- 19.11/72)

The post of J.A. Store Keeper was abolished from this office vide Revenue Deptt. L.O. No. 2332/B, dt. 29.04.2002. Due to work load some Job-Contract employees have been brought from Circle offices on deputation. The duties allotted among the regular & Job-Contract employees are given below :

Sl. No.	Name of the employees	Work allotted
1.	Sri Laxmidhar Barik, Head Clerk	Over all supervision of works of all D.A.'s and check up Cash Book.
2.	T. Narasingh Chary, J.A. stenographer	In-charge of Sr. Stenographer, Confidential.
3.	Smt. Niharika Jana, Sr. Clerk-Dum-J.A. accounts	Accounts, Audit & Bills.
4.	Begamta Kumar Mangal, Sr. Clerk	Job-Contract Establishment, Stores & Vehicle.
5.	Prabhat Kumar Nath, Jr. Clerk	Diary & Despatch, T.P. & T.D. & Judicial.
6.	Missa Saigharoodi Panda, General Maharir Gr.-III	Establishment Sect.
7.	Shaktipath Nayak, Draftsman Gr.-I	In charge of Record Room
8.	Nitaban Mishra, Safai Maharir	Technical Sect
9.	Satgobadi Mahapatra, Safai Maharir	Typing Section
10.	Kajimath Panda, Process Server	Certified Copy

Under the jurisdiction of the Range the following C.O. Circles and Camps are functioning. The names of the Officer in-charge of circles and camps are given below :

Sl. No.	Name of the Circle & the Officer in-charge	Name of the Camps.	Name of the Officer in-charge of the Camp.
1.	Khurda Addl. Sub-Collector, Khurda	1. Ballalapatada 2. Bhawa 3. Rajana	Sri Biranchinorayan Mohanty, O.S. Asst. Consolidation Officer (Nag.), C.O. Office, Khurda & Bampur
2.	Bampur -do-	1. Kuaranga	-do-
3.	Nimapara Sri Jayaram Sahu, O.S. (I) J.A.	1. Nimapara	Sri Kadamath Sahu, O.S., Asst. Consolidation Officer, (Nag.) C.O. Office, Nimapara

Besides above, the following O.S.O.S. Officers are working on deputation.

1. Sri Desulew Sahu, O.S.O.S., A.S.O. Under Commissioner, Consolidation, Bhubaneswar.
2. Sri Bijaya Kumar Mohanty, O.S.O.S., A.S.O. As Addl. Tehsildar under Nayagarh District.

iii) THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY :-

In the Camp level the A.S.O. is competent to take decision as per the provisions laid down in the Act & Rules. In case of contact refers the matter to the Consolidation Officer. He supervises the work of the Amin and Q.Cr. II in the Camp level whereas the Consolidation Officer & Deputy Director supervised the work of their subordinates in the field and also in the office. As the work of A.S.O./ O.S. & Deputy Director have specifically depicted in the Act, they are accountable for the work done or discharge by them during the process of Consolidation operation.

iv) The norms set by it for the discharge of its functions :-

The Govt. of Orissa as determined area for Consolidation & issue of notification U/s 3, has power to cancel the notification U/s 5 and closure of Consolidation operation U/s 41 of the Act.

The Govt. has power to notify the year as financial year or abnormal year in any local area as per Section 7(3)(a) of the Act.

Director's remission or reduction of fair and equitable rent as per Section 8(3)(c) of the Act.

The Govt. can recover costs of consolidation from land owners U/s 32 and purchase fragment U/s 34.

The Govt. has delegated power to officers and made rules under the Act.

Whereas

The power of superintendent, general control and to regulate all measures under the Act, issuing instructions for efficient and proper working vests with Board of Revenue U/s 38 of the C.G.H. & P.F.S. Act.

v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions :-

- 1) C.G.H. & P.F.S. Act, 1972.
- 2) C.G.H. & P.F.S. Rules, 1973.
- 3) The Crissa Consolidation Manual, 1973, Vol. I, II, & III.
- 4) Hand Book of Circular.
- 5) Law of Civil Procedure, 1908.
- 6) Records Manual.
- 7) C.G.H. Rules.
- 8) Treasury Code.
- 9) All other Civil & Revenue laws relating to decision of right, title & interest of land.
- 10) Service Code.

vi) A statement of the categories of documents that are held by it or under its control :-

- a) Amia reports.
- b) Land Register.
- c) Case records U/s 9(3), 15(1), 18(1), 48, R.R.G., R.R.P. & Board of Revenue & Appeal Cases U/s 12 & 20.
- d) Register No. 65, 66, 67, 68, 69, 70, 81 & 109.
- e) Final R.O.R. and Map in respect of 159 no. of villages not handed over to Collector, Kuria.

i) Working records in respect of 844 nos. villages including executive & statutory Machi. The above records are available in the Record Room of the Range Office, which is given below :-

<u>P.S. Area.</u>	<u>Villages</u>
1) Khurda	114
2) Binapara	124 (Out of which records of 15 No. of villages are burnt)
3) Balasota	55
4) Balimta	101
5) Dharampur	4
6) Jatani	7
7) Tangi	4
8) Bampur	196
9) Pipli	142

viii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof.

As per Section 2(i) of the Consolidation Act, a Consolidation Committee is constituted for each unit (village) in the prescribed manner for the purpose of consultation with them during determination and approval of valuation of land, preparation and declaration of non-consolidable plots in the unit, preparation of Statement of Principle (S.O.P.), disposal of cases U/o 18 & 19, preparation of Provisional Consolidation Scheme (P.C.S.) U/o 17 and confirmation by the Director, Consolidation/Deputy Director, Consolidation U/s 21 of the C.S.M. & P.F.S. Act, 1972.

viii) Notice is issued to the general public in a conspicuous place of the unit for information and invitation to all the land owners in general to attend the meeting, make field visit with the S.O.P. and give their valuable advice for the smooth progress of consolidation operation in respect of the aforesaid events as reflected in above para.

The minutes of such meeting are opened and accessible for the general public.

(ix) & (x):- Directory of its Officers Grade and employees alongwith details of their Scale of Pay, Pay & Gross emoluments under Deputy Director, Consolidation Range, Bhuvanagar.

Sl. No.	Name of the Officer/Employees with Scale of Pay	Pay	Grade Pay	Gross Emoluments
<b>GROUP - B (NON-TECHNICAL)</b>				
<b>(9,300 + 34,800 + G.P. 145,400)</b>				
1.	Sukhman Sekhar Bhargava, OAS (3) B Addl. Sub-Collector, Bhuvanagar	29,140	5,400	37,694
2.	Sihanarayan Kharia, OAS (1) B Addl. Sub-Collector, Bhuvanagar	L.P.O. not received.		
<b>GROUP - C (TECHNICAL)</b>				
<b>(9,300 + 34,800 + G.P. 144,200)</b>				
1.	Sushant Chandra Dash, OCS, A.C.S.	15,850	4,200	29,624
2.	Birendri Hanuman Mahapaty, OCS, A.C.S.	15,740	4,200	29,462
3.	Bijaya Kumar Mahapaty, OCS, A.C.S.	15,740	4,200	29,522
4.	Rasuldar Saha, OCS, A.C.S.	15,510	4,200	25,182
5.	Kadarnath Patil, OCS, A.C.S.	16,370	4,200	31,120
<b>GROUP - D (NON-TECHNICAL)</b>				
<b>(9,300 + 34,800 + G.P. 144,200)</b>				
1.	Laxmidhar Barik, Head Clerk	12,000	4,200	25,137
<b>(5,200 + 20,200 + G.P. 142,400)</b>				
2.	Biharika Jena, Sr. Clerk-Sum. Fr. Accountant	9,700	2,400	14,638
3.	Basant Kumar Nayak, Sr. Clerk	8,900	2,400	16,695
<b>(5,200 + 20,200 + G.P. 141,000)</b>				
4.	Subhat Kumar Nath, Jr. Clerk	5,420	1,200	19,760
<b>GROUP - E</b>				
<b>(4,440 + 7,440 + G.P. 14,100)</b>				
5.	Krusingha Malia, Process Server	6,000	1,400	11,478
6.	Katsumani Rout, Merly Peon	6,770	1,400	12,839
7.	Katsumani Sahoo, Peon	6,770	1,400	12,839
8.	Rama Chandra Mahapatra, Peon	6,770	1,400	12,839
9.	Bhagaban Swain, Peon	6,770	1,400	12,839
10.	Hariba Charan Ratha, Choukidar-Sum. Sweepers	6,770	1,400	12,839

xi) Budget allocated to each of its agency, indicating the particulars of all items, proposed expenditures and reports on disbursements made.

Sl. No.	Unit of appropriation	Budget allocation for 2009-10.	Expenditure till 12/09.	Amount received so far.
1)	<b>SALARIES :</b>			
	a) P & Y	32,71,000	27,00,001	31,64,000
	b) S.A.	9,10,000	7,09,243	9,10,000
	c) H.R.A.	5,00,000	4,66,314	5,00,000
	d) O.A.	1,632	1,40	1,632
	e) R.G.M.	20,000	5,000	5,000
	f) Arrear Pay	14,54,000	7,00,071	8,20,000
	<b>Total Salaries-</b>	<b>63,17,632</b>	<b>46,09,440</b>	<b>54,55,600</b>
2)	Trn. (Regular)	60,000	20,000	60,000
3)	<b>Office Expenses</b>			
	a) Electricity	22,000	14,000	17,000
	b) Water Taxes	5,000	2,000	5,000
	c) Telephone	10,000	3,676	10,000
	d) Motor Vehicle	"	"	"
	e) Other Contingencies	25,000	5,312	16,000
	f) R.R.T.	2,10,000	"	2,10,000
	<b>Grand Total-</b>	<b>67,09,632</b>	<b>47,40,360</b>	<b>58,05,600</b>

xii) The manner of execution of subsidiary programs, including the amounts allocated and the details of beneficiaries of such progress.

All the land owners of the unit take up the agriculture work in chaks allotted to them.

xiii) Does not arise.

xiv) Not yet done.

xv) Notice Board of the office.

xvi) The names, designation & other particulars of the public information officers.

Sri Sushant Chandra Dash, BSCB;  
Asst. Consolidation Officer (Agr.),  
Range Office, Bhubaneswar.

xvii) No such information.

*[Signature]*  
PUBLIC INFORMATION OFFICER  
THE DISTRICT COLLECTOR, BBSR.