

Manual 5
Rules regulations, instructions, manuals and records for discharging functions
[Section 4 (1) (b) (v)]

List of regulations, instructions, manuals and records

Sl.No.	Name of the Act, Rules, Regulations etc.	Brief gist of the contents	Reference No. if any	Price in case of priced publication
1.	Orissa Service Code	Prescribed rules & regulations for pay fixation / increment / leave / TBA etc.		
2.	ORV Act & Rules, 1975	To maintain Roster point.		
3.	OMS Rules	Rules prescribed for appointment & promotion		
4.	OCS(Pension) Rules 1992	Rules prescribed for provisional pension / final pension/ gratuity/ CVP/ family pension		
5.	Orissa TA Rules	Regarding approval of TP / TD		
6.	Book circular & guide	Regarding performance of Tour of higher authority		
7.	Orissa Leave Rules,1966	Regarding sanction of leave		
8.	OCS CCA Rules 1965	Regarding initiation & finalization of D.P. case against Govt. servant & suspension.		
9.	OCS RA Rules 1990 & amendment Rules 1998	Regarding determination of deserving case for appointment under R.A.Scheme		
10.	ORSP Rules 1998	Regarding pay fixation etc		
11.	Orissa Records Manual 1964	Rules for issue of letters		
12.	OGFR Vol.1	Financial Matter		
13.	OTC Vol. 1 & 2	Bill matter		
14.	Orissa GPF Rule	Sanction of GPF		