

SECRETARIAT
OF
THE ODISHA LEGISLATIVE ASSEMBLY

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OFFICE ORDER

No.O.E.-264/2020/ 3341 /L.A.,

Bhubaneswar Dated the 18/5 April, 2020.

In view of the 2nd phase lockdown with regard to COVID-19, the Government in GA & PG Department have distributed the functioning of the different Departments of Lokseba Bhawan vide their order no.-GAD-COOD-MISC-0001-2018-0460/GEN, dtd. 17.04.2020.

Keeping in view of the above, the Hon'ble Speaker has been pleased to order that all Group-A Officers and Supervising Officers of all Branches along with concerned employees of Office Establishment Branch, Accounts Branch, Issue & Dispatch Branch and Xerox Operators of Odisha Legislative Assembly Secretariat will have to attend office as usual.

That besides 50% of Groups B, C and D officers/staff of other Branches of Odisha Legislative Assembly Secretariat shall have to attend office on roster basis during the 2nd phase lockdown period.

The following Supervising Officers of the Branch will decide the roster of their concerned staff and intimate the same to the Secretary for his kind perusal: -

Proceedings Branch	Desk Officer to decide
G&M Branch	Section Officer to decide
V&T Branch	Section Officer to decide
P.A.C. Branch	Section Officer to decide
P.U.C. Branch	Section Officer to decide
Estimate Committee	Section Officer to decide
SC& ST Welfare Committee Branch	Desk Officer to decide
Research Branch	Joint Director Research to decide
Library Branch	Deputy Director Library to decide
Notice Office-cum- Member Assistance Cell	Desk Officer to decide
Question Branch	O.S.D. to decide
Legal Cell	Section Officer to decide
Cash Section	Accounts Officer to decide
Legislative Branch	Section Officer to decide
Reporters Branch	Senior Deputy Secretary (Reporting) to decide
Computer Branch	Section Officer, in charge of Computer to decide

Watch & Ward Establishment	Marshal to decide
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Further, the Supervising Officer of the Caretaker Establishment will look after the day to day cleaning work of the O.L.A. Secretariat and the House as usual.

That besides, the maintenance of O.L.A. Garden and Patel Hall shall be looked after as usual.

This order will be effect from 20th April 2020 till May 3rd 2020.

All previous orders relating to function of Odisha Legislative Assembly Secretariat issued earlier during lockdown period stand modified to the above effect.

D. Sabi 18/04/2020
SECRETARY

Memo No. 3342 /LA., Bhubaneswar dated the 18/5 April, 2020.

Copy forwarded to the Police Commissioner, Bhubaneswar for information and necessary action.

D. Sabi 18/04/2020
SECRETARY

Memo No. 3343 (250) /LA., Bhubaneswar dated the 18/5 April, 2020.

Copy forwarded to all Officers & Staff of O.L.A. Secretariat/P.S. to Hon'ble Speaker/P.S. to Hon'ble Deputy Speaker/P.S. to Secretary/Caretaker, O.L.A. Secretariat/Caretaker in charge of Garden/Office Notice Board/O.E. Guard File(2copies) for information and necessary action.

D. Sabi 18/04/2020
SECRETARY