

GOVERNMENT OF ORISSA
FINANCE DEPARTMENT

No. 24856/F.,
FIN-SMS-SS-0006-2012

Dated 3.7.12

From
Shri S. Naik,
Under Secretary to Government (P.I.O.)

To
The P.I.O (Nodal) & U.S. to Government,
Finance Department.

Sir,

In inviting a reference to your letter No. 20182 (23) /F., dt.19.05.12 and subsequent reminder No.21707 (23)/F., dt.04.06.12 and No.23908(23)/F dt.26.06.12 issued by the Director, I.F. & Ex-Officio-Addl.Secy to Govt. Finance Department on the subject noted above, I am directed to furnish herewith the soft copy as well as hard copy of the proactive disclosures under Section - 4 (I) (b) & (d) of the R.T.I. Act., 2005 in respect of the Small Savings Organisation of F.D. for necessary action.

Yours faithfully,

Sd/-(S.Naik)
P.I.O & U.S. to Govt.
(Small Savings Organisation)

Memo No.24857/F.,

Dt.3.7.12

Copy alongwith a hard copy of the proactive disclosures in respect of Small Savings Organisation of F.D. is forwarded to the R.T.I. Cell of F.D. herewith for necessary action at their end with ref. to Memo No. 23909 (60)/F., dt.26.06.12.

Sd/-(S.Naik)
P.I.O & U.S. to Govt.
(Small Savings Organisation)

Memo No. _____ Dt. _____

Copy along with a copy of the proactive disclosure under Section-4(I)(b)&(d) of R.T.I Act,2005 in respect of the Small Savings Organisation of Finance Department forwarded to the Head of Portal Group, I.T Centre, Orissa Secretariat for information and necessary action.

He/She is requested to lunch this proactive disclosure in the website (www.orissa.gov.ocac.in, /finance/index.htm) of Finance Department for general information.

Sd/-(S.Naik)
Under Secretary to Government

PROACTIVE DISCLOSURE UNDER SECTION - 4(I)(B) & (D) of R.T.I. ACT, 2005 IN RESPECT OF THE SMALL SAVINGS ORGANISATION OF F.D.

4 (I) (b)

(i) Small Savings Directorate, Finance Department, Government of Orissa, Bhubaneswar.

Small Savings Organisation plays a vital role in our State. It helps the exchequer of the State Budget. Its main aim is to mobilize resource through Postal Savings for the State. The State Government gets 50% on net Small Savings collection as Loan Assistance from Govt. of India. The Loan is repayable in 25 years with a moratorium of 5 years on payment of principal. Govt. of India, charges 9.5% as rate of interest on loan assistance. State Government fix a target for net collection during a particular financial year and the same is distributed among all the districts.

(ii) There are two type of officers working in the field organization like District Small Savings Officers and Sub-Divisional Small Savings Officers/Small Savings Officers. The D.S.S.Os are posted in Collectorate & S.S.O/S.D.S.SOs are posted in Sub-Collectors office of the Sub-Divisions. The main duties of above Savings Officers to mobilize resources through Postal Savings Scheme. For augmentation of collection State Government have introduced an Incentive Scheme, which motivates the investors for investing money through Small Savings Scheme. The duty and responsibility of a Savings Officer is increasing day by day. Issuance of coupon and distribution of prize money is the important work of savings officer now. Besides that organization of pay Roll Savings Group in different Govt. and non-Govt. Establishment/attending compensation payment camp/appointment and renewal of agency work/conducting savings meeting for awareness of public are the base level work of a savings officer. To perform his duties he is authorized to conduct tour at least 15 days in a month.

(iii) & (iv) : In State H.Qrs. there is a section consisting two Section Officers. One D.S.S.O, One Asst. Director Small Savings-cum-Under Secretary, One Deputy Director, Small

Savings-cum-Deputy Secretary, One Director, Small Savings those are working for Small Savings Directorate, Odisha. The works relating to field Estt. & all scheme matters are processed in this Directorate.

All files are routed through following channels in Small Savings Directorate/Collectorate & Sub-Collectors Office.

Small Savings Directorate

Initiating Officer - S.O.s & D.S.S.O.

Then routed through

Asst. Director, Small Savings-cum-Under Secretary

Deputy Director Small Savings-cum-Deputy Secretary

Director Small Savings

Principal Secretary to Govt., Finance Department.

Collectorate

Initiating Officer - Jr. Clerk

Then routed through

Dist. Small Savings Officer

Collector concerned

Sub-Divisional Small Savings Officer

Then routed through

Sub-Collector concerned.

(v) The following rules, regulations, instructions, manuals and records are maintained by Small Savings Directorate and its subordinate offices.

1. Odisha Small Savings (Incentive Scheme) Rule, 2000
2. Post Office Savings Bank Rulls & (fallowed by A.N. Dureja) & manuals.
3. Incentive Coupon Register
4. ASLAAS-5 (MPKBY_ Cards Register
5. Appointment/Renewal of different Agents Register

(vi) N/A

(vii) N/A

(viii) Each Incentive Scheme draw shall be held in a public place under the supervision of a committee of judges consisting not less than three members specially nominated from the field of Administration, Judiciary and Education.

(ix) A directory of Officers in the Dist. Establishment of the Small Savings Organisation as on 01.06.2012 is enclosed herewith in Annexure-I
The Officers and staff of Hqtrs. Organisation are also the staff of Finance Deptt.
And their list is to be sent by O.E-I & II Branch of F.D.

(x) The monthly remuneration received by the officers in the Dist. Estt. Of Small Savings Organisation is indicated in Colmn-9 of the above enclosed Annexure-I and compensation is same as provided to other State Government Employees.

(xi) N/A

(xii) N/A

(xiii) N/A

- (xiv) The job chart of Small Savings officers under the Small Savings Organisation of F.D. is available in this Department. Web.site- www.Orissagov.ocac/finance/index/htm. For information of general public.
- (xv) N/A
- (xvi) The name and designation of the Public Information Officer of Small Savings Organisation of F.D. is Sri Sankarsan Naik, Under Secretary to Govt., Finance Department, Ph.No.0674-232

(xvii) Such other information as may be prescribed will be up dated every year.

- 1) To provide reasons for its administrative of quasi-judicial decisions to affected persons.
- 2) Steps are being taken to provide every information of Small Savings Organisation suo-motu in internet as per clause (b) of Sub-section - (I).
- 3) Same as in (2) above
- 4) At present the informations are being disseminated in English language only. Steps will be taken to publish in local language which will be easily accessible by the public.