GOVERNMENT OF ODISHA
FINANCE DEPARTMENT

No. 1948 (5)/F., Bhubaneswar, dated the 17th January, 2012
FIN-OFS-2/Estt.0001/2011

From
Sri B.P. Nanda,
Joint Secretary to Government

To
The Commissioner of Commercial Taxes,
Odisha, Cuttack
The Director of Treasuries & Inspection,
Odisha, Bhubaneswar
The Controller of Accounts,
Odisha, Bhubaneswar
The Director,
MDRAFM, Bhubaneswar
The Chairman,
Orissa Sales Tax Tribunal, Cuttack

Sub:- Career Database of OFS officers.

Sir,

I am directed to refer to the Finance Department letter No.394(4)/F dated 05.01.2012 on the subject cited above and to say that the career database of the OFS officers is being developed in Finance Department. For the purpose, personal information is required to be furnished by the individual officers in the enclosed proforma which has also been uploaded in Finance Department website www.orissa.gov.in/finance.

As you know, the database would be utilized during promotion, annual transfer and posting of officers in different wings of Government, selection of officers for training and professional courses. The special skills and aptitudes of officers will be harnessed for services of the state Government at the time of necessity.

You are, therefore, requested to issue necessary instructions to the OFS officers under your administrative control to furnish the soft copy of the filled in proforma through official e-mail ID of Finance Department ofinfo@yahoo.com. The hard copies of the duly filled-in proforma with verification certificates should also be furnished to Finance Department in the address of the Joint-Secretary (I/c OFS Branch), Finance Department, Odisha Secretariat by 31.01.2012.

Yours faithfully,

Joint Secretary to Government
Memo No. 1949 (40) /Dt. 17/11/2012

Copy forwarded to all Departments of Government for information and necessary action.

They are requested to ensure submission of necessary data by the OFS officers under their administrative control to Finance Department by 31.01.2012.

Joint Secretary to Government
17/11/12