



Bhubaneswar Municipal Corporation

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No. 43396 / Date 09/09/2022

OFFICE ORDER

In supersession of all previous orders the following works are assigned amongst the officers of BMC for effective supervision of official work as follows:

SL. NO	NAME OF THE ADDL. COMMISSIONER	SL. NO	NAME OF THE DEPUTY COMMISSIONER	BRANCHES ALLOTTED	SECTIONS
1	Sri Lakshikanta Sethi, OAS (SAG), Addl. Commissioner-I	1	Sri Suwendu Kumar Sahu, OAS, DC (Health & Sanitation)	Public Relation & Communication	Publication of News in Print Media & Electronics Media, Publication of Advertisement regarding BMC's Activity and any other matter.
		2	Sri Kamalakanta Behera, OAS, DC (OSD-cum-Secretary to Mayor)	Corporation	Corporation & Standing Committee Meetings.
		3	Sri Prasanta Kumar Nayak, DSSO (Till Ms. Pallavi Behera, OMAS, DC resumes her duty)	Social Welfare	NULM, ICDS, MDM Programme, SUH & Aahar
				Food & Civil supplies	Food Security Act & other matters related to Civil Supplies Department
		4	Sri Ramesh Chandra Jena, OAS, DC	Slum Development & Housing	RAY, BSUP, PMAY & Affordable Housing
				Mo Sarkar	All related work of Mo Sarkar
				Emergency & Disaster Management	Disaster Management, Climate Resilient Action Plan (all related works of Emergency & disaster management)
				RWA	RWA
				ODA Court	South West Zone
		5	Sri Sapan Kumar Nanda, OAS, DC	ODA Court	South East Zone
		6	Sri Kamalakanta Behera, OAS, DC	ODA Court	North Zone



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2	Sri Binaya Ku Dash, OAS (SAG), Addl commissioer-II	7	Sri Kamaljit Das, OAS,DC	Land	Maintenance of ROR village wise, Maintenance of land records, gifting of land, Maps
		8	Sri Sapan Kumar Nanda, OAS,DC	Holding Tax	Holding Tax & Mutation of holdings
				License	Trade license, Tax on Parking, Temporary Permission, PRET, Tower & ROW
				Advertisement	Tax on Advertisement
				Other Charges	User charges, Fees & Fines, Surcharge, Rate & Fees and any other Revenue source of BMC.
				BMC-PMU	Revenue Generation Activity
				Crematorium	All matters related to Crematorium
				Stocks, Stores and Procurement	All matters related to Stocks, Stores and Procurement (except Procurement of SBA Cell) (Procurement Expert of BMC PMU will assist for Procurement process).
		9	Sri Asim Kumar Mishra, Executive Engineer (Sanitation)	Procurement (SBA Cell)	All matters related to Procurement of SBA Cell. (Procurement Expert of BMC PMU will assist for Procurement process).
		10	Sri Pramod Kumar Prusty, OAS, DC	Legal	All Court cases, Preparation & updating of Bye-laws & regulations
				Education	Miscellaneous work related to Education
				RTI	PIO, Nodal Officer & all matters related to RTI
		11	Ms. Gayatree Samantray, OAS, DC	Establishment/Administration	Personal Files, Establishment, Bill, CPF, Pension, Conservancy, Establishment, Medical Establishment, DLR & CLR Establishment, Vehicle Establishment, Allotment of Quarters, Drawing & Disbursement, Vigilance, GIS, Assembly Questions, Deputation etc.
				Citizens Engagement	PG Cell and other outreach programme.



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3	Sri Suryawanshi Mayur Vikas, IAS Additional Commissioner-III	12	Sri Kamalakanta Behera, OAS, DC	Election	General & Corporation Election
				Census Operations	Census, NPR & SECC
		13	Sri Suwendu Kumar Sahu, OAS, DC (Health & Sanitation)	Health & Family Welfare, NUHM	All health & Family Welfare Schemes and NUHM.
				BMC Hospitals	BMC Hospitals & dispensaries.
				City Sanitation	Sanitation & Solid Waste Management, SBA Cell & SWM- PMU
		14	Sri Ramesh Chandra Jena, OAS, DC	ABC	ABC Programme
		15	Sri Prasanta Kumar Nayak, DSSO (Hq.)	Anti Poverty Programmes	OAP & UPA Cell, CMRF & Red Cross Matters
		16	Sri Kamaljit Das, OAS,DC	Enforcement	Issues of land clearance for Engineering works & projects etc. & Survey of encroachment & eviction, coordination with CEMC, Supervising Drives.
				Corporation Assets	Kalyan Mandaps, Yatri Nivas, Working Women's Hostel, recreation Centers, Community Centers etc.
				Recovery	All Recovery of Corporation Dues/Assets
				IT	Website maintenance, IT-PMU, NMMP, e-Municipality and all e-Governance projects.
				Special Projects	Drainage, Sewerage, Development of Bindusagar Lake, City Bus service & other continuing projects of JNNURM, Reforms and other special projects.
				PPP	All PPP project including city beautification for monitoring.
		17	Sri Pramod Kumar Prusty, OAS, DC	Vending Zones & Kiosks	Vending Zones & Kiosks.
				Corporation Markets	Markets of BMC.
		18	Sri Basanta Kumar Mallick, Environment Officer	Environment and Horticulture	Plantation of Trees, Pruning of Trees, Maintenance of Parks & Medians, City Beautification and other environment related works.
		19	City Engineer	MUKTA Project	All the file related to MUKTA Project will be routed through ADC-III



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4	Sri Labanya Sabar, CFO	20	Mrs. Itishree Moharana, Auditor	Finance	Maintenance of Cash Book, preparation of budget maintenance of corporation fund, submission of UCs, receipt of grants, recovery of loans, OUIDF
				Accounts	DEABAS
5	Sri Braja Kishore Nayak, Chief Audit Officer	21	Mrs. Itishree Moharana, Auditor	Audit	Compliance of Audit Paragraphs, pre & post Audit.
6	Sri Arun Kumar Nayak, City Engineer	22	Sri Hrushikesh Sahu, Executive Engineer-I (I/C)	Works Div-I, Parks, NOC, City Beautification	Development of roads, drains & buildings of BMC, maintenance of parks & Issue of NOC.
		23	Sri Prasant Ku Mishra, Executive Engineer-II	Works Div-II, Vehicle, Parks, NOC, City Beautification	Development of roads, drains & buildings of BMC, maintenance of parks, Vehicle Section & Issue of NOC.
		24	Sri Asim Kumar Mishra, Executive Engineer (Sanitation)	Sanitation	Sanitation & Electrical Branch (Maintenance of street lighting, Electrical stores, etc.)
		25	Sri Goutam Das, Executive Engineer (Drainage)	Drainage	Drainage
7	Mr. Lingaraj Prasad Patnaik, City Planner	26	ATPs	Planning	Planning

All files of Deputy Commissioners, Zonal Deputy Commissioners, CHO, ADUPHO & CMMO shall be submitted to Commissioner through Additional Commissioner.

The order comes into force with immediate effect.

Commissioner
Bhubaneswar Municipal Corporation

Memo No. 43397 /BMC, Date 09/09/2022

Copy forwarded to all Officers/City Engineer/C.F.O./CMMO/CHO/All ZDCs/Chief Audit Officer/ Audit Superintendent/All Sectional Heads/All Sections/Notice Board/Procurement(SBA Cell) for information and necessary action.

Additional Commissioner
Bhubaneswar Municipal Corporation.

Memo No. 43398 /BMC, Date 09/09/2022

Copy to DC, IT for information with a request to upload in the BMC website.

Additional Commissioner
Bhubaneswar Municipal Corporation.

Memo No. 43399 /BMC, Date 09/09/2022

Copy forwarded to PA to Mayor for kind information of Hon'ble Mayor.

Additional Commissioner
Bhubaneswar Municipal Corporation.