



E-Mail

ODISHA POLICE
STATE HEADQUARTERS
CUTTACK.

No.V-04-2016/

ASIO

/Min.

Date.3.7.2019

To

All Heads of Police Establishment, Odisha.

Sub:

Rescheduling of working hours in Offices functioning under the State Government.

Enclosed please find the copies of Government of Odisha, General Administration & Public Grievance Department, Bhubaneswar Office Memorandum No.17152/Gen., Dt.22.6.2019, No.17155/Gen., Dt.22.6.2019 and No.17272/Gen., Dt.24.6.2019 on the above subject which is self explanatory.

Necessary action in the matter may be taken as per the order in the above noted office Memorandum.

m/3/219
I.G. of Police (Personnel),
Odisha, Cuttack.

O.D.

ASIO
08.7.19
Copy to all Sectional Heads/ All Res. Section of State Police Hdqrs., Cuttack/ A.C.(Hdqrs.)/ Control Room/ Computer Cell for information and necessary action.

www.odishapolice.gov.in
Email - spqrs.odpol@nic.in

Bux: Bazar, Cuttack-753001
Tel./Fax No.0671-2304001

ASIO
11-07-19
(MSB)

414/17
11.07.2019

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PTI-GAD-SC-GCS-0090-2016-17152/ Gen.

GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT

Bhubaneswar, Dated, the 22nd June, 2019.

OFFICE MEMORANDUM

Subject: Rescheduling of working hours in Offices functioning under the State Government.

In order to improve the efficiency in administration and to make it more citizen centric, the Government has been taking various innovative steps. Taking into consideration all related issues and in supersession of all previous orders issued in this behalf, Government hereby declares fourth Saturday of every month as a general holiday for all State Government employees.

The day-to-day working hours in the State Government Offices shall be from 10.00 A.M. to 5.30 P.M. with half an hour lunch break from 1.30 P.M. to 2.00 P.M.

The above revised timings are not applicable to Vacation Departments. This will be given immediate effect.

By Order of Governor

NS 22.6.19
(Girish S. N.)

Special Secretary to Government

Memo No. 17153 /Gen., Bhubaneswar, dated the 22nd June, 2019

Copy forwarded to the Director, Printing, Stationary & Publication, Odisha, Cuttack for information and necessary action.

He is requested to publish the office memorandum in the extra ordinary issue of the Odisha Gazettee and supply 100 copies to this Department.

NS
Special Secretary to Government

Memo No. 17154 /Gen., Bhubaneswar, dated the 22nd June, 2019

Copy forwarded to all Departments of Government/ all Heads of Departments/ all RDCs/all Collectors/ Registrar, Odisha Administrative Tribunal, Bhubaneswar/ Special Secretary, Odisha Public Service Commission, Cuttack/ Secretary, Odisha Staff Selection Commission, Bhubaneswar/ Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

They are requested to circulate the Office Memorandum amongst the Sub-ordinate offices functioning under their control as well as the employees working under them.

NS
Special Secretary to Government

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PTI-CAD-SC-GCS-0090 2016-17155
GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT
Bhubaneswar, Dated, 22nd June, 2019

Min.

OFFICE MEMORANDUM

Subject: Rescheduling of working hours in Offices functioning under the State Government.

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In order to improve the efficiency in administration and to make it more citizen centric, the Government has taken various innovative steps. Government has been laying emphasis on 3Ts of governance -Teamwork- Transparency and Technology leading to Transformation. As time is of critical essence, a fifth dimension has been added to this -Time. This constitutes the 5Ts of governance.

The first half of every fourth Saturday, which has otherwise been declared as a general holiday, shall be devoted by the Heads of Office at all levels of the State Government for deliberating on implementation of five Ts, and for training and brainstorming sessions relating to innovative ideas for progress and development of the State.

By Order of Governor

[Signature]
(Girish S.N.) 22.6.19

Special Secretary to Government

Memo No. 17156/Gen., Bhubaneswar, dated the 22nd June, 2019

B
JS

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28/6

Copy forwarded to the Director, Printing, Stationary & Publication, Odisha, Cuttack for information and necessary action.

It is requested to publish the office memorandum in the extra ordinary issue of the Odisha Gazettee and supply 100 copies to this Department.

[Signature]
Special Secretary to Government

Memo No. 17157/Gen., Bhubaneswar, dated the 22nd June, 2019

Copy forwarded to all Departments of Government/ all Heads of Departments/ all RDCs/all Collectors/ Registrar, Odisha Administrative Tribunal, Bhubaneswar/ Special Secretary, Odisha Public Service Commission, Cuttack/ Secretary, Odisha Staff Selection Commission, Bhubaneswar/ Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.

They are requested to circulate the Office Memorandum amongst the Sub ordinate offices functioning under their control as well as the employees working under them

[Signature]
Special Secretary to Government

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24/6/19

PTI-GAD-SC-GCS-0090-2016-17272/Gen.,
GOVERNMENT OF ODISHA
GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT

Bhubaneswar, Dated the 24th June, 2019.

Subject: Re-scheduling of working hours in Offices functioning under the State Government.

In continuation to this Department Office Memorandum No.17152/Gen., dated 22.06.2019, it is clarified that the 2nd Saturday and Sundays of every month, which were declared earlier as holidays, shall continue to be general holidays for the State Government employees.

All other conditions of this Department Memorandum No.17152/Gen., dated 22.06.2019 shall remain unchanged.

By Order of Governor

[Signature]
24/6/19
(Girish S.N.)

Special Secretary to Govt.

Memo No. 17273/Gen., Bhubaneswar, dated the 24th June, 2019
Copy forwarded to the Director, Printing, Stationary & Publication, Odisha, Cuttack for information and necessary action.
He is requested to publish the same in the extra ordinary issue of the Odisha Gazettee and supply 100 copies to this Department.

[Signature]
Special Secretary to Government

Memo No. 17274/Gen., Bhubaneswar, dated the 24th June, 2019
Copy forwarded to all Departments of Government/ all Heads of Departments/ all RDCs/all Collectors/ Registrar, Odisha Administrative Tribunal, Bhubaneswar/ Special Secretary, Odisha Public Service Commission, Cuttack/ Secretary, Odisha Staff Selection Commission, Bhubaneswar/ Odisha Sub-ordinate Staff Selection Commission, Bhubaneswar for information and necessary action.
They are requested to circulate the same amongst the Sub-ordinate offices functioning under their control as well as the employees working under them.

[Signature]
Special Secretary to Government

Memo No. 17275 /Gen., Bhubaneswar, dated the 24th June, 2019
Copy forwarded to all Officers/ all Sectional Heads of G.A. & P.G. Department/ G.A. & P.G. Department Library (10 Copies)/ Guard File (10 Copies) for information and necessary action.

[Signature]
Special Secretary to Government