

GOVERNMENT OF ODISHA
SCHOOL AND MASS EDUCATION DEPARTMENT

No. 4369 /SME, Date 12.12.2025

SME-OE-OE1-0019-2016

OFFICE ORDER

In supersession of this Department Office Order No.30506/SME, dated 05.12.2024 & No. 2721/SME, dated 29.01.2025, the following distribution of works among the Officers of School and Mass Education Department is hereby made with immediate effect until further orders.

Sec.	Works dealt with (in brief)	Under Secretary / IAO-cum- Under Secy.	Deputy Secretary/ A.F.A.-cum- Dy. Secy. / S.A.O.-cum- Dy. Secy.	Joint Secy.	<i>Spl. Secy./</i> Addl. Secy./ F.A.-cum- Spl. Secy.	Comm- cum-Secy.
(1)	(2)	(3)	(4)	(5)	(6)	(7)
I	Elementary- I (Upper Primary Schools)	Sudam Behera			J. Mahala	Comm- cum-Secy.
II	Elementary- II (Primary Schools), Urdu Education, Scholarships & RTE	Sudam Behera			J. Mahala	Comm- cum-Secy.
	MDM	Sudam Behera			S. K. Mohapatra	Comm- cum-Secy.
III	Office Establishment, Dak Distribution	Sudam Sethy			Sumita Das	Comm-cum- Secy.
	Chief Vigilance Officer	Sudam Sethy			Sumita Das	
IV	Field Establishment		M. K. Panda		Diptirani Sahoo	Comm-cum- Secy.
V	Finance & Audit (CAG) & Plan & Budget		R.C. Ghadai		Ratikanta Mahapatra	Comm- cum-Secy.
VI	Miscellaneous / Assembly Matters / GRF Coordination / ORTPS / E-Abhiyog / C.M. grievance / Public grievance / IMU / MIS/ E- Governance		Manoj Ku. Tripathy	N. Singh	D.P. Mohapatra	Comm-cum- Secy.
VII	TBP & M, Special Education, Sainik Schools, Private English Medium Schools	Sanjukta Behera			Sumita Das	Comm-cum- Secy.
	SILTT	Sanjukta Behera			B. Behera	
VIII (A)	RMSA, ICT, Model Schools, Girl's Hostel, National / State Awards, Incentive to Girls / IEDSS / Up-gradation of ME to High School etc./ Centre of Excellence, PSSA (Mo School) / OAVS & OMBADC	Gundai Hansdah.			D.P. Mohapatra	Comm-cum- Secy.
VIII (B)	Govt. & Taken Over High Schools including ULB High Schools & Contract Teachers			B.B. Kuldy	Girish Ch. Singh	Comm-cum- Secy.
IX	Non Govt. High Schools / Sanskrit Tols and BSE, Odisha		Manoj Ku. Tripathy		Girish Ch. Singh	Comm-cum- Secy.
X	Pension	M. K. Acharya			Sibaram Hembram	Comm-cum- Secy.

XI	DDO & Accounts		M. K. Panda		Sasmita Pattanayak	Comm-cum-Secy.
XII	TE & SCERT (SIET, HTI, NTS, NMMS & SIOS) & New Education Policy		Kailash Ch. Behera		B. Behera	Comm-cum-Secy.
XIII	Samagra Shiksha (SS), AE, SRC, Mass Education, NFE, EGS, AIE & DPEP, TLM, & Innovation in Education	Sitaram Hembram			M. K. Padhy	Comm-cum-Secy.
XIV	Legal Cell	S. Mohanty		-	Pratibha Dora Kedar Singh	Comm-cum-Secy.
XV	Audit	Gobinda Chandra Sahoo	R.C. Ghadai		Ratikanta Mahapatra	Comm-cum-Secy.
XVI	RTI Matter	Chinmayee Priyadarshini			S.K. Mohapatra (1 st Appellate Authority)	Comm-cum-Secy.
XVII	+2 Higher Secondary Education (Policy & HPC)		Ranjit Ku. Das		S. Nanda	Comm-cum-Secy.
XVIII	+2 Higher Secondary Education (Vocational Education) & CHSE		Ranjit Ku. Das		S. Nanda	Comm-cum-Secy.

In the absence of Special Secy. / F.A.-cum-Spl. Secy. / Addl. Secy. / Joint Secy. / Dy. Secy. / AFA-cum-Dy. Secy. concerned Under Secretary / IAO-cum-Under Secretary can put up files directly to the Commissioner-cum-Secretary, keeping the urgency in view.

By order of Commissioner-cum-Secretary

Memo No. 4370 /SME, Date 12.02.2025
 Copy forwarded to the P.S. to Hon'ble Minister, S & ME, Odisha / Sr. P.S. to Commissioner-cum-Secretary / P.S. to Spl. Secretary / P.S. to F.A.-cum-Spl. Secretary / P.S. to Additional Secretaries / all Officers / all Sections & Cells of S & ME Department for information and necessary action.
 The Computer Cell is requested to update in the Department website accordingly

Additional Secretary to Government

Memo No. 4371 /SME, Date 12.02.2025
 Copy forwarded to the all Directors under the administrative control of School and Mass Education Department/ S.P.D., OSEPA, Bhubaneswar / S.P.D., OAVS, Bhubaneswar / Chairman, CHSE, Odisha, Bhubaneswar / Secretary, Board of Secondary Education, Odisha, Cuttack / S & ME Cell, Cuttack for information and necessary action.

Additional Secretary to Government

Memo No. 4372 /SME, Date 12.02.2025
 Copy forwarded to the Project Manager, TCS, OSWAS Help Desk / State Project Head, IT Centre, Odisha Lokaseva Bhavan for information and necessary action.

Additional Secretary to Government

Additional Secretary to Government