

673/8.7

J18
S. K. Sethi
03/07/13
IMMEDIATE

GOVERNMENT OF ODISHA
HOME DEPARTMENT

No. 24857 / Dated, Bhubaneswar, the 9th July, 2013
HOME-COOD-PAR-0002-2013

From

Shri K.M.Sethi,
Deputy Secretary to Government.

To


The D.G. & I.G. of Police, Odisha, Cuttack./
The Addl.D.G. & I.G. of Police, Fire Services, Commandant General, Home Guards and
Director, Civil Defence, Odisha, Cuttack./
The Chairman-cum-Managing Director, Odisha State Police Housing and Welfare
Corporation, Ltd. Bhubaneswar./
The Addl. D.G. of Police-cum-I.G. of Prisons & DCS, Odisha, Bhubaneswar./
The Registrar(General), Odisha High Court, Cuttack/
The Director, Odisha Judicial Academy, Cuttack./
The Director, Public Prosecutions, Odisha, Bhubaneswar.

Sub: Approved Work Plan relating to Home Department for the year 2013-14.

Sir,

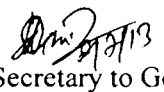
I am directed to send here with the copy of the approved Work Plan of this Department for the year 2013-14 for favour of your kind information and necessary action. These Work Plans shall be helpful in performance appraisal of the concerned officers at the end of the year. Periodic reports may be sent on achievement of the Work Plan deliverables. Similar Work Plan may be prepared at your level for the officers working under your control and further down the line.

Yours faithfully


Deputy Secretary to Government

Memo No. 24858 / Date 09.07.2013

Copy along with copy of the enclosures forwarded to the Private Secretary to Additional Chief Secretary to Government, Home Department for kind information of the Additional Chief Secretary.


Deputy Secretary to Government.

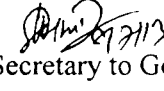
Memo No. 24859 / Date 09.07.2013

Copy along with copy of the enclosures forwarded to the Additional Secretary to Government, G.A.Department for kind information of the Additional Secretary.


Deputy Secretary to Government.

Memo No. 24860 / Date 09.07.2013


Copy along with copy of the enclosures forwarded to the Private Secretary to Special Secretary to Government / The Private Secretary to Additional Secretaries to Government, Home Department for kind information of the Special Secretary / Additional Secretaries.


Deputy Secretary to Government.

Memo No. 24861 / Date 09.07.2013

Copy along with copy of the enclosures forwarded to the Principal, O.S.T.I, Bhubaneswar / Under Secretary to Government, Home(Confidential)Department for information and necessary action.

The Home (Confidential) Department is requested to keep the approved Work Plan in the guard file for future reference and to prepare Work Plan in the coming years in the light of the Work Plan for the year 2013-2014.


Deputy Secretary to Government

Memo No. _____ Date _____
Copy along with enclosures forwarded to the NIC
Co-ordinator, Home Dept. for information. He is requested to email
to the website of the Dept. Addl. Secy to Govt.

WORK PLAN 2013-14 OF HOME DEPARTMENT.

INTRODUCTION:

Home Department plays a key role in State Administration as it is the nodal department looking after maintenance of Internal security, Law and Order, Public Order and crime prevention and prosecution of criminals. It is the administrative department for Police, Prosecution, Prisons, Fire Service and auxiliary security wings like Home Guard and Civil Defence. This Department plays a vital role in coordinating and synergising the functioning of these wings. It is the nodal Department so far as State Secretariat Service is concerned. The administration of various cadres of the State Secretariat service, like Common Cadre of Assistant Section Officers, Typists, Stenographers/ Personal Assistants/ Private Secretaries and O.S.S. Officers is assigned to Home Department. It is closely connected with the conduct of elections to Parliament, and State Legislatures. It keeps a close liaison with Defence Services for Civil-Military Co-operation and for setting up of Defence Projects in the State. The responsibility of Home Department is also to properly maintain the protocol and to oversee management of State Guest House at Bhubaneswar, Odisha Bhawan and Odisha Niwas at New-Delhi, Odisha Bhawan at Mumbai and Utkal Bhawan at Kolkata.

1. STATE POLICE ORGANISATION

.1 RECRUITMENT :

- Direct recruitment of O.P.S. Officers.
- Filling up of 49 posts of Scientific Officers and 48 post of Lab. Asstts. on regular basis.
- Contractual appointment of Scientific Officer – 29, Lab. Asstts. – 29 and Lab. Attendant – 52.
- Filling up of posts of 207 A.S.I. (Optr.) and 22 A.S.I.(Mech.), 127 RTC Constables in Signal Establishment and 28 WT Operators in I.R. Battalions.
- Filling up of 500 posts of Sub-Inspectors, 84 posts of Dy. Subedars and 63 posts of Sergeants for the year 2012 and 2013.
- Fill up of the posts of 437 Asst. Drivers in Police Motor Transport.
- Filling up of 1042 posts of Constables in two Specialized I.R. Battalions

- Filling up of 1944 + 1075 posts of Sepoys and Constables in OSAP and IR Battalions.
- Filling up of 328 posts of Gurkha Sepoys for OSAP 2nd Bn., Jharsuguda.
- Filling up of 1303 posts of Constables in District Police.
- Filling up of 10 posts of Jr. Asstts. in D.G.P.O. Cadre.
- Filling up of 48 posts of Junior Clerk (D.P.O. Cadre).
- Filling up of 32 posts of Junior Stenographers.
- Filling up of 1065 posts of Group “D”
- Filling up of engineering components in 3 Special India Reserve Battalions.
- Absorption of 3230 Special Police Officers (Tribal Youths) in OAPF.

2 CADRE RESTRUCTURING

- Cadre Rule of OPS.
- Restructuring of OPS Cadre.
- Amendment of Cadre Rules for S.I.(Armed).
- Amendment of Cadre Rule for Ministerial officers of D.P.O. Cadre.
- Approval of cadre rules for various ranks in P.M.T. Establishment.
- Approval of cadre rules for various ranks in Signals Establishment.
- Approval of Cadre Rules for Group “D” employees.
- Conversion of 27 posts of Jr. Grade Typist to the rank of Junior Assistant in D.G.P.O. Cadre.
- Merger of 104 Ministerial post of Special Branch Cadre in D.G.P.O. Cadre.
- Abolition of LNK posts and Up gradation /Down gradation to Havildar (General) / Sepoy and Constable.

1.3 POST CREATION

- Creation of Legal Advisor posts in all Districts and other Establishments.
- Creation of staff for highway patrolling.

- Hiring Technical persons for smooth running of Automated Intelligence Department.
- Creation of 89 posts of Hav. Majs. in O.S.A.P.(S.S.) Battalions.
- Strengthening of manpower for integrated anti human trafficking unit (IAHTU)
- Capacity Building of STF.
- Creation of posts for Odisha Industrial Security Force and recruitment of OISF Constables.
- Increasing the strength of Civil Police in Police Stations.

1.4 GENERAL INFRASTRUCTURE

- Purchase of furniture and water purifiers-cum-coolers for 351 Police Stations for use by visitors to P.S.s.
- Construction of office buildings for E.O.W. and S.T.F.
- Construction of Modern S.F.S.L. building.
- Construction of Office Buildings for Zonal Officers and residential building for Special Branch Staff at Angul and Koraput.
- Construction of Reception Centre-cum-Mahila and Sishu Desk at 135 Police Stations.
- Construction of C.C. & C.C. of S.A.P. at Bhubaneswar.

1.5 UTILISATION OF CENTRAL FUND.

- Modernization of Odisha Police through utilization of M.P.F. Scheme (approximately Rs.74.63 Crore) and approximately Rs.17.50 crore under 13th Finance Commission Award during the year 2013-2014.

1.6 ANTI-MAOIST OPERATION

- Capacity Building in terms of Manpower, Weapons, Training and other Logistics in order to keep SOG in finest fettle.
- Creation of Bomb Disposal Unit at SOG.
- Further infrastructure development of S.O.G., Chandaka.
- Operationalise SOG Hub at Koraput.

1.7 TRAINING.

- Making P.T.I., Byree functional.
- Making Basic Training Institute (B.T.I), Burla functional.
- Development of infrastructural facilities at BPSPA, Bhubaneswar and creation of posts for training and supporting staff.
- Conducting basic course of armourer for 50 personnel.
- Operationlisation of A.E.T. centre at Koraput.
- Strengthening of Armed Police Training Centre, Jharsuguda.
- Establishment of Central Arms Workshop and Training Centre (CAW & TC) at Chandaka, Bhubaneswar.
- Organizing workshop to sensitize the investigating officers of State in implementing of Criminal Amendment Act, 2013.
- Training of officers in investigation of Economic Crimes.
- Training of Police Officers on Community Policing.
- Making CIAT School at Rourkela and Koraput functional.

1.8 LAND ISSUES

- Alienation of 68 Acrs. of land in Khurda District for construction of 6th I.R. Battalion.
- Alienation of land for A.E.T. Centre and S.O.G. HUB at Koraput.
- Alienation of land for 1st O.S.A.P. Battalion, Dhenkanal
- Acquiring of land for establishment of 3 Special I.R. Engineering Battalions in Malkangiri, Kalahandi and Kandhamal Districts.
- Acquisition of land for Odisha Industrial Security Force.
- Acquisition of additional Ac. 133.040 for SOG Training Centre, Chandaka for training in Jungle Warfare, Firing Range etc.
- Acquisition of land for EOW and STF at Bhubaneswar.

1.9 INVESTIGATION

- Purchase of equipments like suspect identification system, video camera, sound level meters, equipments for search operation at Police Station.
- Cases on women related offence to be charge sheeted within 60 days.
- Establishment of Cyber Crime Police Stations.

- Operationalise voice spectral Analyzer in State S.F.S.L.
- Operationalise of 21 District Forensic Science Laboratory.
- Bring down pendency of pending investigation cases to 20,000.
- Quarterly publication of Digest of Court Judgement on Odisha Police Website.
- Encourage use of DNA evidence particularly in rape cases to optimally utilize new DNA centre at Institute of Life Science, Bhubaneswar.
- Clearing backlog of exhibits in Forensic Laboratories.
- Timely implementation of CCTNS Project.
- Enhancement of Finger Print Data Base and assist the Investigating Officers in detection of Crime using latest technology.
- Monitoring hemp/ cannabis cultivation/ destruction in various districts.
- Separation of investigation from Law and Order in major urban Police Station.
- Study of conviction rate in States having high conviction rate and adoption of good practices.

1.10 PROCUREMENTS.

- Introducing e-procurement by online tendering process.
- Installation of an integrated computerized inventory management control system linking State Police Hdqrs. with the recipient units to streamline the Inventory Management.
- Timely procurement and commissioning of gadgets, systems and equipments relating to Tech-Intelligence in order to streamline functioning of Special Branch, Special Intelligence Wing and Security Wing.

1.11 MARINE POLICE STATIONS

- Alienation of land for construction of buildings for 13 Marine Police Stations under Phase-II of Coastal Security Scheme.
- Setting up of 5 Marine Police Stations on Odisha Coast under Phase-II of Coastal Security Scheme.

- Creation of posts for 5 MPSs @ 81 Police Personnel of different ranks (Inspector-1, SI-6, ASI-6, Havildar-16, Constable-48, Driver-4) 81X5=405 police personnel.
- Procurement of interceptor boats, vehicles, motor cycles, equipments and furniture etc for new Marine Police Stations.
- Screening and appointment of technical staff for operation of interceptor boats.
- Redrawing of area and jurisdiction for new Marine Police Stations.
- Provision of required additional funds for construction of buildings of MPSs from State Plan.

1.12 HUMAN RIGHTS PROTECTION.

- Sensitization of District Police to prevent custodial violence and human rights violations.
- Expedite joint enquiries in SC/ST atrocity cases.
- Monitor the working of Mahila and Sishu Desk of each Police Station for their effective functioning. Provide Mahila and Sishu Desk with better infrastructure.
- Strengthening and improvement of Family Counseling Centers.
- Implementing victim compensation scheme in the State.

1.13 MISCELLANEOUS.

- Expediting replies of e-Abhijog petition received from C.M.'s Grievance Cell.
- Monitor timely compensation to NOK of Police personnel killed in naxalites violence.
- Community policing and making of Police Stations people friendly.
- Introduce CUG Telephone system.
- Group Health Insurance Scheme for all members of Odisha Police.
- Provide uniform allowance and KMA to OPS officers.
- Provide mobile phones to officers on and above the rank of A.S.I. in Special Branch.
- Legislation of Odisha Police Act.

2. PRISONS ORGANISATION

With a view to improving the correctional service as per the criteria laid out in various yardsticks and benchmarks, the following are proposed to be done in the current financial year.

2.1 Enhanced Prison Capacity and Improved Infrastructure:

- Construction of 50 capacity Female Ward at Circle Jail, Baripada.
- New Sub-Jails at Soro, Kantabanjhi, Patrapur, MV-79, Kashipur, Laxmipur will be made functional.
- Shifting of Jails to have more spacious accommodation.
 - (i) Puri (ii) Boudh (iii) Bhadrak (iv) Bhanjanagar.
- Constructions of 500 capacity model convict prisons.
 - (i) Bhoipalli in Sundargarh District & (ii) Athagarh in Cuttack District.
- Construction of Open Air Prisons.
 - (i) Jajumura in Sambalpur District (ii) Nilgiri in Balasore District.
- Strengthening security of prisons affected by LWE problems.

2.2 Project Schedule for the year 2013-14

- Repair and renovation of Jail Buildings.
- Repair and renovation of Residential Jail Buildings.
- Construction of Video Conferencing Halls in 15 Jails along with their Corresponding Courts.
- Construction of 30 bedded Hospitals at Berhampur and Sambalpur.
- Improvement of Sanitation : construction of Toilet, drain sock pit, manhole chamber, Sewerage line and improvement of water supply, installation of Tube well, bore well and pump set etc. in Jails.

2.3 Improving the Security of Prisons:

- Construction of Compound wall/ perimeter wall in Jails.
- Installation of High mast light in 25 Jails.
- Up gradation of transformer, provision of lighting arrangement in Jails.
- Provision for procurement of C.C.T.V. system in 14 Jails.
- Installation of Video Conferencing equipments in 7 Jails.

2.4 Prison welfare / Increasing Re-Integrative Capacity of Jails:

- Expand the number of National Institute of Open Schooling (NIOS). Network in Jails in the state for enhanced vocational Training.
- Implementation of Yoga and HIV awareness programme in Jails.
- Opening of pass book for every Convict Prisoner and ensuring deposit of incentive money in their Accounts.
- Prison Textile Mill at BPOAA, Jamujhari.
- Installation of Small Scale Industries at Spl. Jail, Bhubaneswar.
- UP-gradation of fly-ash brick unit at Circle Jail, Baripada.
- Basic Training of the newly recruited Warders.
- Operationalisation of Prisons Academy at Jamujhari, Bhubaneswar.
- Refresher courses for the existing staff of all levels.

2.5 Recruitment and Creation of Posts.

- Recruitment of 6 Asst. Jailors post.
- Recruitment of 56 Warders
- Creation of 300 posts of Warders.

2.6 Personnel of the Jail Staff:

- Filling up of the vacant posts and ensuring timely promotions.
- Creation of post of Video Conferencing Operator.

2.7 Financial Management

- Expeditious completion of audit various wings of the Prisons Development including reduction of back log of pending Audits and Paras.

3. FIRE SERVICE ORGANISATION

3.1 PERSONNEL MATTER

- Creation of 21 posts of Deputy Fire Officer
- Creation of 4 posts of Fire Officer for new Ranges
- Upgradation of 100 posts of Fireman to Asst. Station Officer

- Filling up of one post of Chief Fire Officer
- Filling up of three post of Fire Officer
- Holding of D.P.C. for three Fire Officer, three Deputy Fire Officer and 17 Assistant Fire Officer.
- Holding of Trade Test Board for promotion of leading Fireman, Driver Havildar and Mechanics.
- Holding of Central Selection Board for Fireman to A.S.O. and A.S.O. to S.O.
- Filling up Assistant Fire Officer posts
- Creation of 12 posts of Assistant Fire Officer
- Filling up of 51 vacancies of S.O. by direct recruitment
- Filling up 990 posts of Fireman
- Formulation of Fire Prevention & Safety Rules
- Purchase of equipment for new Fire Stations.
- Purchase of clothing articles for Fire Service personnel
- Purchase of Hydraulic Platform
- Purchase of Vehicle and Pumps on replacement basis.

3.2 BUILDING PROJECTS

3.2.1 Residential Buildings(2013-14)

- Funds allotted (13th Finance Commission Award) (for construction of 24 staff quarter for 4 existing Fire Stations and 7 staff quarters, a 50 men barrack at OFSTI, Bhubaneswar)=Rs.3,50,00,000/-
- Funds allotted for completion of 88 staff quarters for 14 existing Fire Stations, a 50 men barrack, a 25 officers transit hostel at OFSTI, Bhubaneswar a transit hostel for 30 persons at Sambalpur= Rs.1,97,26,000/-
- Funds allotted (State Plan Scheme) for construction of 221 new staff quarters at 25 existing Fire Stations.

3.2.2 Non-residential Buildings

- Funds allotted out of 13th Finance Commission Grant.(construction of 39 Fire Station buildings.

- Funds allotted out of 13th Finance Commission Grant for completion of incomplete works of 40 Fire Station buildings (30 of 2011-12 and 10 of 1012-13), 10 nos. of workshop and garage at OFSTI, Bhubaneswar, Northern Range Fire Office building and a control room at Sambalpur.

4. HOME GUARD ORGANISATION

- Creation of 1500 Home Guard posts

5. CIVIL DEFENCE ORGANISATION

- Construction of Civil Defence Training Institute at Odisha Fire Service Training Institute, Bhubaneswar.
- Re-orientation of Civil Defence from Town Centric to District Centric:-
- Construction of District level Civil Defence building in the Multi hazard prone districts.
- Procurement of Vehicles for the M.H.Ds:-
- Proposal for enhancement of Food Packet Allowance
- Land alienation proposal for construction Civil Defence Training Institute (C.D.T.I.) at Bhubaneswar Regional Fire Training Centre.
- Proposal for projection of requirement of funds pertaining to 14th Finance Commission

6. DIRECTOR PUBLIC PROSECUTIONS

- D.P.P. will regularly visit different Districts and during such visit discuss with S.P. and Prosecutors to enhance the rate of conviction.
- Sensitization programmes and seminars will be held under SC & ST (PA) Act and other Special Act.
- Regular review of performance of the Special Public Prosecutors.
- There will be discussion with Director, S.F.S.L., Rasulgarh, Bhubaneswar at regular intervals for early submission of Chemical Examination report.
- There will be discussion with Law Department and Director Judicial Academy for supply of Law books to Prosecutors and their training.
- Appeal proposal will be send to Advocate General immediately.
- Sensational cases will be monitored by the Director, Public Prosecution.

- Immediate steps will be taken to procure the attendance of witnesses.
- Performance reports of Prosecutors will be checked and necessary view will communicated.
- Enquiry will be made in time when requested.
- O.P.S.C. is requested for early filling up of 11 posts Public Prosecutors, 26 Addl. Public Prosecutors and 207 Asst. Public Assistants under Orissa State Prosecution Rules,1997.

LIST OF SENSATIONAL CASES

Sl.No.	TITLE OF THE CASE	PENDING AT STATION
1.	Bellu liquor Tragedy	Cuttack
2.	Board of secondary Education Case of 1987	Cuttack
3.	Nun Gang Rape Case	Cuttack
4.	Swami Laxmanananda Murder Case	Kandhamal

7. ORISSA HIGH COURT

- A sum of Rs.75.00 Crore has been provided under State Plan of Home Department during the financial year 2013-14 for infrastructural development of the State Judiciary. Out of the same, Rs.69.00 Crore have been ear-marked for non-residential projects and the balance sum of Rs.6.00 Crore for residential projects.
- Rs.3,89,48,000/- has been provided for four number of continuing projects namely, Construction of J.M.F.C. Court Buildings at Khallikote, Narsinghpur, for construction of Court Building for the C.B.I. Courts at Bhubaneswar and construction of Court Building for Civil Judge (Sr.Divn) at Baliguda. Release of funds is awaited. The project would be continued.
- A sum of Rs.61,73,75,000/- has been provided for construction of 15 no. of District Court Buildings at newly created Judgeships and two other District Court Buildings at Jeypore and Bhawanipatna. The work would be taken up after administrative approval and release of funds. The work would be taken up after administrative approval and release of funds.

- At the residential side, funds amounting to Rs.3,26,44,000/- has been provided for 12 no. of E-type and 12 no. of F-type quarters for the staff of Orissa High Court. The work would be taken up.
- The balance funds provided relate to different repair/renovation works relating to the High Court and the Subordinate Judiciary.
- Projects of repair and renovation (26 no. relating to the High Court and 4 no. relating to Subordinate Courts) amounting to Rs.7,05,47,016/- have received administrative approval of the Court and they are awaiting release of funds. Steps are being taken for according administrative approval for 3 no. of projects for Court Building and quarter at Rairakhol. The work is planned to be taken up.
- Estimates for construction of ten no. of District Court Buildings had been sent to the Home Department for according administrative approval and release of funds. However, the same have been returned to the Court with Home Department letter No.20297 dated, 02.06.2013 for obtaining revised estimates and resubmission of the same to the Home Department.

8. ORISSA JUDICIAL ACADEMY

8.1 In order to improve justice delivery, training should be imparted with following four overall goals:-

- Improving efficiency, timeliness of Courts & Access to justice and User-friendliness: Reducing Delay(“Demand side”).
- Enhancing Quality of Adjudication (“Supply side”)
- Quality of court Planning and Management (“Supply side”)
- Improving the Quality in Five Priority Areas of Adjudication (Demand side); (i) Protection of civil liberties and Constitutional rights; (ii) social Justice (including SC/ST; gender; juvenile justice); (iii) criminal justice administration; (iv) environmental protection; and (v) economic development.

8.2 Training of Judicial Officers: During 2013-14, 750 nos. of judicial officers are to be trained as per the schedule. The judicial staff of the higher judiciary, subordinate judiciary and Court Managers are to be trained as per the directive of the Hon’ble High Court. Training is imparted for enhancement of knowledge in law with regard to tools and

techniques in quick disposal of criminal cases and civil cases. Public confidence, transparency and Access to Justice are also part of curriculum in training programme.

Use of UBUNTU OS in laptop training has commenced from 22nd February 2013. During 2013-14, such training shall be conducted as per the directive of the Hon'ble High Court and E-Committee of Supreme Court of India.

8.3 Training of Public Prosecutors: During 2013-14, 751 nos. of Public Prosecutors including Asst. Public Prosecutors are to be trained. The main target is to sensitize all the Public Prosecutors about the role, objective and to maintain consistency in their approach and to enhance their capacity building for efficient and timely prosecution.

State Judicial Academy: Revised Action Plan has been submitted as per the proposal of Chief Engineer(Buildings) of Works Department for spending Rs.31.17 Crores by 2013-14. For the year 2013-14, Rs.18.9 Crores out of said Rs.31.17 Crores have been proposed to be spent for ongoing construction of new building of State Judicial Academy.

9. ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.

Tasks to be performed	Initial
1. Achievement of Turnover/ Revenue	Rs.260.00 Crore
2. Achievement of Gross Profit	Rs.15.60 Crore
3. Achievement of Return on Capital employed	25%
4. Achievement of Turnover per employee	Rs.80.00 Lakh
5. Getting accounts for 2012-13 audited and sending Annual Report to the Home Deptt.	30.11.13
6. Award of Contract on e-tender	60%
7. Infrastructure related welfare activities	Rs.25.00 Lakh
8. Completion of Projects (For Work Orders issued up to 31.03.13 and Projects above Rs.10.00 lakh)	75%
9. Employee Training and Motivation	225 Man Days
10. Corporate Social Responsibility	Rs.20.00 Lakh

10. BHAWANS ESTABLISHMENT

- Functioning of Odisha Niwas at Dwaraka, New Delhi.
- Purchase of new vehicles for Odisha Bhawan, New Delhi.
- Construction of Odisha Bhawan at Chennai.
- Installation of new lift at Utkal Bhawan, Kolkata
- Renovation of Utkal Bhawan, Kolkata.
- Renovation of Odisha Bhawan, Mumbai.

11. SECRETARIAT ESTABLISHMENT

- Reorganization of Data Entry Operators and Typist Cadres.
- Recruitment of A.S.Os.
- Recruitment of Data Entry Operators.
- Recruitment of Junior Stenographers

12. ODISHA SECRETARIAT TRAINING INSTITUTE

- Reorganization of OSTI in the pattern of ISTM, New Delhi.