

GOVERNMENT OF ORISSA
HOME DEPARTMENT

RESOLUTION

No.JLs-IE-6/10 24478, Bhubaneswar, dated the 29.5.10

For effective supervision of the Jail administration in Orissa, Government have created three posts of DIG of Prisons for the three Prison Ranges at Cuttack, Berhampur and Sambalpur in the scale of 15,600-39,000/- with Grade pay of Rs.6600/- vide Home Department G.O. No.39937 dtd. 31.8.2009. It has also been decided by the Government that three Prison Ranges are to function initially in the offices of the respective Revenue Divisional Commissioners. The services of the existing Orderly Peon/Night Watchman and Sweeper in the offices of the respective Revenue Divisional Commissioners are to be utilised for the Range Deputy Inspectors General. One vehicle each may be hired for use of the Range Deputy Inspectors General of Prisons as per the stipulations of Finance Department.

Subsequently it was further decided by the Government that out of the three Prison Ranges created at Cuttack, Berhampur and Sambalpur, OAS-I(SB) officers will be posted at Cuttack and Sambalpur Ranges and the post of DIG of Prisons for Berhampur Range will be manned by a Prison Department officer by way of promotion from among the eligible Senior Superintendents through the Selection Board constituted for the purpose. Similarly, it has also been decided that one post of DIG of Prisons lying vacant at the Prisons Headquarters will be filled up by a suitable Senior Superintendent through selection.

It is, therefore, necessary to assign specified duties and responsibilities to the three Range Deputy Inspectors General of Prisons and the DIG of Prisons in the Prison Headquarters. After careful

consideration, the job chart of the Range Deputy Inspectors General and the DIG of Prisons Headquarters has been outlined, vide Annexure-'A'. Additional D.G.P-cum-I.G of Prisons & DCS Orissa will accordingly assign the duties and responsibilities to the respective Deputy Inspectors General of Prisons.

(A. P. Padhi)

Principal Secretary to Government.

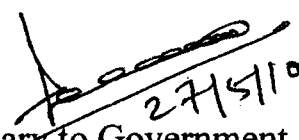
Memo No. 24479 /Date 29.5.10

Copy forwarded to the Accountant General (A & E) / Audit) Orissa Bhubaneswar for information and necessary action.


Special Secretary to Government

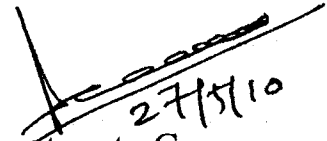
Memo No. 24480 /Date 29.5.10

Copy forwarded to all Departments of Government / All heads of Deptt. / All Revenue Divisional Commissioners / All Collectors for information and necessary action.


Special Secretary to Government.

Memo No. 24481 /Date 29.5.10

Copy forwarded to the Director, Printing, Stationary & Publication, Madhupatna, Orissa, Cuttack with a request to publish the Resolution in the next issue of the Orissa Gazettee and supply 50 (fifty) copies of the Resolution to this Department after publication of the same.


Special Secretary to Government.

Memo No. 24482 /Date 29.5.10

Copy forwarded to the NIC, Co-ordinator, Home (IMU) Deptt. for information and necessary action.


Special Secretary to Government.

JOB CHART OF RANGE DEPUTY INSPECTORS GENERAL, PRISONS

1. The Range D.I.G. shall exercise general supervision of all the Jails and Correctional Institutions / Offices of his range including the Orissa Jail Training School.
2. He shall sanction all kinds of leave of the Superintendents of all Jails, Regional Probation Officers / District Probation Officers of his range.
3. He shall sanction investigation of arrear claims of the Non-Gazetted staff of his range and he shall sanction festival advances, trade deposit advance, GPF advance (refundable), bi-cycle advance and advances of pay and traveling allowance on transfer and tour.
4. He shall approve assignment of duties of the Jailors, Asst. Jailors, Sub-Asst. Jailors, Chief - Head Warders, Head Warders, Warders and other Non-Gazetted staff of his range.
5. He shall allot quarters to Govt. servants under his range and sanction House Rent Allowance.
6. He shall sanction contingent expenditure as per provisions contained in Delegation of Financial Power Rules, 1978.
7. He shall sanction liveries and badges etc. of Class IV servants under his range.
8. He shall authorize local purchase of stationery within the prescribed level.
9. He shall exercise such power as may be delegated by the I.G. of Prisons to him from time to time or as authorized by the State Government on that behalf.
10. He shall inspect all Circle Jails, District jails, Sub-Jails and correctional institutions under his range at least once a year or as delegated by the I.G. of Prisons. He should furnish copies of the Inspection Notes to the I.G. of Prisons and to the Superintendents of

the Jails concerned for compliance. During such inspections he shall see that every prisoner gets an opportunity of making an application / complaint and he shall enquire into or cause an inquiry into such complaints/applications .He shall determine all such matters related to jail discipline and security. He shall also satisfy himself that all Account Registers and Records are maintained according to the rules in force and shall look into the safe custody of all records.

11. He shall be the Chairman of the Recruitment Board of Warders and Head Warders.
12. He shall recommend proposal of suspension of officers from the rank of Jailors and below.
13. He shall ensure proper implementation of welfare schemes
14. He shall be the reporting officer for writing of CCR of Superintendents of Sub-Jail and Spl. Sub-Jail. The Addl. I.G. of Prisons will be the reviewing officer and I.G. of Prisons will be the accepting authority.

JOB CHART OF D.I.G.OF PRISONS (HEAD QUARTERS)

1. Inspection of Jails
2. To supervise the construction work in the field
3. To deal with data base of the prisoners
4. To supervise Jail Industries in the field
5. Any other work as assigned by the Inspector General of Prisons from time to time.