

DIRECTORATE OF FAMILY WELFARE, ODISHA

3rd Floor, Heads of Department Building, Unit-V,
Bhubaneswar, Odisha-751001

Tel./Fax -0674-2391625 /2391112

Email-dfwodisha@gmail.com

Memo No. 2945 F.W.E-XVI-04/2025

Bhubaneswar, dated 08/04/2026

Copy alongwith copy of Govt. ofOdisha, GA & PG Deptt. No. 510/SE dated 31.03.2026 on the matter of Mandatory completion of iGOT Karmayogi Courses and assessment for recording in PAR/APAR for the year 2025-26 and Letter No-10464/AR dated 04.04.2026 on the matter of updation of e-Service Books are forwarded to All CDM & PHOs/ All Principal of Medical College and Hospitals/ All Supdt. of Medical College and Hospitals/ Director, Capital Hospital, Bhubaneswar / Director, R.G.H Rourkela, Sundargarh/ Associate Professor R.H.C (SPM) Jagatsinghpur/ Supdt. S.V.P.P.G.I.P, Cuttack/ Principal H&F.W.T.C, Cuttack/ Principal H&F.W.T.C, Sambalpur/ Principal Tutor of all ANMTC for information and necessary action.



Establishment Officer

Directorate of Family Welfare, Odisha

Bhubaneswar, dated 08/04/2026

Memo No. 2946

Copy alongwith copy of Govt. ofOdisha, GA & PG Deptt. No. 510/SE dated 31.03.2026 on the matter of Mandatory completion of iGOT Karmayogi Courses and assessment for recording in PAR/APAR for the year 2025-26 and Letter No-10464/AR dated 04.04.2026 on the matter of updation of e-Service Books are forwarded to all officers and staff of this Directorate for information and necessary action.



Establishment Officer

Directorate of Family Welfare, Odisha

Government of Odisha
General Administration and Public Grievance(SE) Department

No. GAD-SEB-MISC-0001-2025 510 /SE, Bhubaneswar, dated 31-Mar-2026



To
All Departments of Government /
All Heads of Departments /
All RDCs/All Collectors

Subject: Mandatory completion of iGOT Karmayogi courses and assessment for recording in APAR/PAR for the year 2025-26.

80m
06/04/26

Sir/Madam,

I am directed to invite reference to the Office Memorandum No. T-28/27/2025-iGOT dated 18.03.2026 issued by the Department of Personnel & Training (DoPT), Government of India regarding extension of the last date for completion of mandatory courses and comprehensive assessment on the iGOT Karmayogi platform for the reporting year 2025-26.

2. As per the said O.M., read with earlier instructions dated 04.07.2025, completion of prescribed iGOT courses (minimum 50%) along with the comprehensive assessment is mandatory, and the last date for completion has been extended up to 30.04.2026 or before submission of APAR, whichever is earlier. It has further been stipulated that the status of completion of such courses and assessment shall be mandatorily recorded in the Annual Performance Appraisal Reports (APARs) of the concerned officers.
3. The above instructions are to be read in conjunction with the provisions of the AIS (Performance Appraisal Report) Rules, 2007 (as amended) in respect of All India Services officers,, wherein capacity building, professional competence and upgradation of skills constitute integral components of performance appraisal.
4. In view of the above, it is hereby directed that all AIS Officers under your administrative control shall mandatorily complete the prescribed iGOT courses and comprehensive assessment within the stipulated timeline. Non-compliance of these instructions shall have a direct bearing on APAR/PAR recording and may be reflected appropriately in the assessment of the officer.
5. All Departments and Cadre Controlling Authorities shall ensure strict monitoring of compliance in this regard. It shall also be ensured that the completion status of iGOT courses and assessment is duly verified and recorded in the APAR/PAR of each officer for the year 2025-26. No APAR/PAR should be finalized without incorporating such status.
6. Any deviation or non-compliance of the above instructions will be viewed seriously and may result in the APAR being treated as incomplete/deficient.
7. This may be treated as **most urgent** and accorded **top priority**.

494
7.4.26

Yours faithfully,

Special Secretary to Government

(B)
pnechh Baly
08/04/26



Memo No. 511 /SE, Dated 31.03.2026

Copy forwarded to the PS to Hon'ble Chief Minister/Hon'ble Ministers/ PS to Chief Secretary / PS to MBR, Odisha , Cuttack /PS to DC-cum, ACS, P & C Department for kind information


Special Secretary to Government

Memo No. 512 /SE, Dated 31.03.2026

Copy forwarded to the ED, CMGI , Odisha for information and necessary action. He is requested to host in HRMS Portal for wide publication.


Special Secretary to Government

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No. T-28/27/2025-iGOT
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
(Training Wing)

Block-IV, 3rd Floor,
Old JNU Campus, New Delhi-110067
Dated: 18th of March, 2026

OFFICE MEMORANDUM

Subject: Extension of last date for Completion of Mandatory Courses and Comprehensive Assessment on iGOT Karmayogi platform.

The undersigned is directed to refer to this Department's O.M. of even number dated 04.07.2025 (copy enclosed) on the subject cited above, vide which it was made mandatory for Central Government employees, along with officers of the All-India Services, to complete at least 50% of the prescribed courses and undergo a comprehensive assessment. The status of completion of the courses and the assessment is to be recorded in the Annual Performance Appraisal Reports (APARs) of the employees.

2. In this regard, it is informed that with the approval of the competent authority, it has been decided to **extend the last date for completion of the prescribed mandatory courses and comprehensive assessment for the Reporting Year 2025-26, from 31st March, 2026 to 30th April, 2026.** The employees may complete the mandatory courses and comprehensive assessment before 30.04.2026 or before sending their APAR to their Reporting Authority, whichever is earlier.

Digitally signed by
Ram Bhagat Kushwaha (R.B. Kushwaha)
Date: 18/03/2026 Secretary to the Government of India
11:21:36

To:

1. The Secretaries to all the Ministries/Departments of the Government of India
2. All Cadre Controlling Authorities

Copy to:

1. Chief Secretaries of all State Governments/UT Administrations
2. PSO to Secretary (P), DoPT
3. The Chief Executive Officer, Karmayogi Bharat
4. Secretary, Capacity Building Commission
5. Deputy Secretary/Director, AIS Division, DoPT
6. The Deputy Secretary/Director, PP Division, DoPT
7. Director (IT), NIC with request to upload the circular in DoPT's website.

No.T-28/27/2025-iGOT
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Training Wing

Block-IV, Old JNU Campus,
New Delhi -110067
Dated: 04 July, 2025

Office Memorandum

Subject: Mandatory Course Completion and Comprehensive Assessment on the iGOT Karmayogi portal – reg.

The undersigned is directed to say that the National Programme for Civil Services Capacity Building (NPCSCB) – *Mission Karmayogi*, approved by the Union Cabinet on 2nd September 2020, aims to build a citizen-centric and future-ready civil service through a role-based capacity building approach. Competency-driven capacity building in government employees is being facilitated by way of the iGOT-Karmayogi digital learning platform. The platform offers anytime, anywhere learning on key domain, behavioral, and functional competencies.

2. In order to further underscore the need for continuous, role-specific capacity building, it has now been decided that all Central Government employees and officers of the All India Services (AIS) will be required to complete prescribed courses on iGOT annually and that this will also be reflected in their Annual Performance Appraisal Reports (APARs). **The courses for the Central Government employees and the officers of the All India Services (AIS) on Central Deputation shall be prescribed by their respective Ministries/Departments/Organisations (MDOs) and for all other officers of the AIS, the same shall be prescribed by their respective Cadre Controlling Authorities (CCAs).**

3. Accordingly, the following instructions are hereby issued to all MDOs and the CCAs of the AIS.

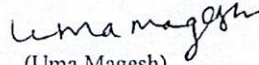
i. In the case of Central Government employees and the AIS officers under Central Deputation, all MDOs of Government of India shall identify relevant courses on the iGOT

- Karmayogi Platform for employees at each level as the annual target. As an illustration, a minimum of 6 courses could be selected for each of the following levels - MTS, SO/ASO & equivalent, US & equivalent, DS/Director, JS and above.
- ii. In the case of AIS officers not on Central Deputation and the CCS officers not working with any MDO of the Govt of India, the CCAs shall identify relevant courses on the iGOT Karmayogi Platform for employees at each level as the annual target. As an illustration, the respective CCAs could select a minimum of 6 courses for each of the following levels - upto 9 years of service, above 9 and upto 16 years of service, above 16 and upto 25 years of service, 25 years and above of service.
 - iii. These courses shall be added by the MDO Admin/CCA as "Training Plan" for each of the positions/designations/levels on the iGOT portal.
 - iv. Once the "Training Plans" get added, these courses will get reflected as targets in the "My iGOT" section of iGOT profile of the respective users. This, however, will be possible only once the employee has updated her/his profile on iGOT so as to correctly reflect her/his current role/position/designation in the Ministry/Department/Organization the employee is serving in. AIS officers serving in the states/UTs must update their iGOT profiles to correctly reflect their service and batch such that they are mapped to the correct CCA and level (based on years of service).
 - v. All employees shall complete at least 50% of the courses prescribed by the MDO/CCA for the year.
 - vi. The status of course completion for mandated courses will be directly fetched from iGOT and reflected in the Annual Performance Appraisal Reports (APARs) from the reporting period 2025-26 (corresponding to the APAR cycle of 2026-27).
 - vii. The information will be captured in a new sub-table under the existing "Training Programs Attended" section in Part-I of the APAR.
4. It has also been decided to roll out a Comprehensive Assessment Framework from the reporting period 2025-26 (corresponding to the APAR cycle of 2026-27). As per the framework, competency attainment will be evaluated through standalone assessments based on courses identified by the MDOs (or the CCAs as the case may be) for employees at each level. All central government employees and all officers of the AIS will have to pass the assessment

mandated for them during the course of the reporting year and the successful completion of the assessment will also be reported in the APAR by fetching relevant data from iGOT.

5. All MDOs are requested to ensure strict adherence and compliance with the aforementioned guidelines and to take active steps for their time-bound implementation in accordance with the timelines specified in Annexure A. The respective CCAs are requested to spearhead the implementation for AIS officers who are not on Central Deputation.

6. Detailed instructions regarding the roll out of comprehensive assessment will be issued separately. Necessary instructions regarding the modification of the APAR form will also be subsequently issued by the concerned CCAs.


(Uma Magesh)

Under Secretary to the Government of India
Tele: 26706310

To

- (i) Secretaries to all the Ministries/Departments of the Government of India
- (ii) All Cadre Controlling Authorities

Copy to:

- (i) Chief Secretaries of all State Governments /UT Administrations
- (ii) PSO to Secretary (P)
- (iii) Secretary, Capacity Building Commission
- (iv) CEO, Karmayogi Bharat
- (v) Director (IT), NIC
- (vi) Deputy Secretary /Director AIS Division, DoPT
- (vii) Deputy Secretary /Director, PP Division, DoPT

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Annexure A

The following timelines shall be adhered to for the implementation of the guidelines outlined in this Office Memorandum:

Sl. No.	Items	Deadline
1.	Orientation workshop for the heads of Capacity Building Units (AS/JS level) of all Ministries/Departments and the Cadre Controlling AS/JS of the AIS, along with hands on session for Dir/DS/US level officers responsible for the implementation to guide them on the process of uploading Annual Targets for employees at each level.	by 31.07.2025
2.	Identification of relevant courses on iGOT Karmayogi portal for employees at each level as the annual target by MDOs and CCAs and their addition as "Training Plan" for each role/position/designation/level on iGOT.	by 31.08.2025
3.	Integration of SPARROW and iGOT enabling the status of course completion for mandated courses to be directly fetched from iGOT and reflected in the APARs.	by 31.08.2025
4.	Creation of Question Banks for the Comprehensive Assessment by all MDOs and CCAs.	by 15.10.2025
5.	Comprehensive assessments for employees at each level to be made live on iGOT.	by 15.11.2025
6.	Employees to complete at least 50% of the courses prescribed by the MDO/CCA for the year, and complete the prescribed Comprehensive Assessment.	by 31.03.2026

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Government of Odisha
General Administration & Public Grievance (AR) Department

No.: GAD-AR-MISC-0016-2020/10464/AR, Dated: 04.04.2026

From

Suresh Kumar Vashishth, IAS
Principal Secretary to the Government.

To

All Additional Chief Secretaries to the Government
All Principal Secretaries to the Government
All Commissioner-cum-Secretary to the Government
All Departments
All Heads of Departments
All RDCs/ All Collectors

Sub: Updation of e-Service Books – Reg.

Madam/ Sir,

In enclosing herewith D.O. No. 42 dated 19.03.2026 of the Deputy Accountant General (Funds), O/o the Accountant General, Odisha, on the subject cited above, I am to say that it has been observed that several discrepancies and irregularities are being noticed in the e-Service Books submitted along with pension cases, leading to delays in processing and finalisation of pension benefits.

The major irregularities observed include fixation of pay in a non-chronological manner, missing entries for several years, submission of incomplete or blank e-Service Books, and inadequate details regarding financial upgradations (TBA/ACP/RACP/MACP) and promotions. Instances of improper or non-recording of disciplinary proceedings and suspension periods have also been noticed. Further, incorrect or incomplete entries related to pay revisions under different Pay Commissions, non-mentioning or incorrect indication of Pay Scale/Pay Level, and mismatches in Last Pay Drawn between OCS (Pension) Forms and the e-Service Book have been observed.

Additionally, omissions such as non-recording of deputation periods along with relevant orders, missing entries of long-term advances, and improper noting of pay fixation arising out of court cases have also been identified.

In view of the above, all concerned authorities are requested to ensure that e-Service Books are thoroughly reviewed and updated in all respects before submission. All entries should be recorded accurately and in chronological order, and necessary supporting details/documents must be duly incorporated.

This may be treated as urgent, and strict compliance may be ensured to facilitate the timely settlement of pension cases without avoidable delays.

Yours faithfully,

Suresh

Principal Secretary to the Government

(B) Suresh 12/4
07/04/2026

Urgent
52 (D.F.)
Som
26/04/26

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7-4-26

CC for kind information and necessary action:

1. Sr. PS to the Deputy Accountant General (Funds), O/o the Accountant General, Odisha, for the kind information of the Deputy Accountant General.
2. Director, Pension, GA & PG Department
3. Executive Director, CMGI.
4. Director of Treasuries & Inspection, Odisha, Bhubaneswar
5. Controller of Accounts, Odisha
6. All Branches, GA & PG Department.

(141)

स्वामी शुभम वैजनाथ, आई. ए. ए. एस.
उप महालेखाकार (निधि)



प्रधान महालेखाकार (लेखा एवं हकदारी)
का कार्यालय, ओडिशा,
सचिवालय मार्ग, भुवनेश्वर - 751001

SWAMI SHUBHAM VAIJANATH, IA AS
Deputy Accountant General (Funds)

OFFICE OF THE
PRINCIPAL ACCOUNTANT GENERAL
(ACCOUNTS AND ENTITLEMENTS), ODISHA
SACHIVALAYA MARG, BHUBANESWAR - 751001

D.O. No.- 42

Dated- 19.03.2026



As Comd

Dear Sirs

I would like to invite your kind attention to the difficulties being faced in this office in the timely and smooth finalization of fresh pension cases received under the online mode w.e.f. 01.11.2024 along with e-Service Books and prescribed documents.

With the introduction of online pension cases w.e.f. 01.11.2024, accompanied by e-Service Books and prescribed forms/documents, it was expected that the process would become more efficient and transparent. However, in practice, a large number of cases are being received with significant irregularities and deficiencies in e-Service Book, leading to avoidable delays and repeated returns of pension cases.

The major irregularities noticed in e-Service Book include:

- Noting of fixation of pay in non-chronological manner.
- Missing entries for several years in service records.
- Receipt of incomplete/blank e-Service Books in some cases.
- Inadequate or missing details of financial upgradations (TBA/ACP/RACP/MACP) and promotions.
- Improper or non recording of disciplinary proceedings/suspension periods.
- Incorrect or incomplete entries relating to pay revision under different Pay Commissions.
- Non-mentioning or incorrect indication of Pay Scale/Pay Level.
- Mismatch between Last Pay Drawn recorded in OCS (Pension) Forms and entries in the e-Service Book.
- Improper/missing noting of deputation period (if any) along with the order no & date of regularization.
- Missing noting of Long Term Advances, if availed.
- Improper/missing noting of abnormalities in fixation of pay due to court cases.

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It has been observed by this office that, upon initiating the requirement of submission of a separate sheet indicating the "Statement of all Pay Fixation comprising Annual Increments, Financial Upgradations Promotions etc.", certain Departments have started furnishing the same along with pension cases.

PTC

In such cases, it has been noticed that the pension proposals are processed smoothly and finalized in one go without the need for further correspondence or return of cases, thereby significantly reducing delays and ensuring timely settlement of pensionary benefits.

In view of the above, I would request you to kindly issue strict instructions to all Departments/Heads of Departments under your administrative control to ensure that all Pension Sanctioning Authorities under them are mandatorily directed to submit a separate Pay Fixation Statement along with every pension case, and to ensure the following:

- Mandatory submission of a *Separate Pay Fixation Statement* covering the entire service period along with every fresh pension case.
- The statement must clearly and chronologically reflect all annual increments, promotions, financial upgradations (ACP/RACP/MACP/TBA etc.), pay revisions as per applicable Pay Commissions and Pay Scale/Pay Level transitions.
- The statement must be duly verified and digitally signed by the Pension Sanctioning Authority.
- The e-Service Book must be complete, accurate, and free from omissions, with all entries properly recorded.
- The Last Pay Drawn in OCS (Pension) Forms must strictly match the entries in the Service Book and the Pay Fixation Statement.

This matter may kindly be treated as MOST URGENT, as adherence to the above instructions is essential to ensure good governance, transparency, and timely disposal of pension cases without avoidable returns.

I would request your personal intervention in issuing necessary directions to all concerned authorities for strict compliance in this regard. A copy of the instructions issued/action taken may also be endorsed to this office for information.

A sample format of the "Statement of Pay Fixation" received from a PSA is enclosed herewith for ready reference.

With warm regards

Yours sincerely,



Shri Surendra Kumar, IAS
Additional Chief Secretary to Govt.,
General Administration & Public Grievance Department,
Government of Odisha,
Bhubaneswar,
Pin-751001

**STATEMENT OF ALL PAY FIXATION COMPRISING ANNUAL INCREMENTS, PROMOTION,
FINANCIAL UPGRADATION OF MRS. SURYAKANTI MOHANTY, SUPERINTENDENT, HIGH
COURT OF ORISSA, CUTTACK W.E.F. 03.04.1985**

SL NO	Type of Financial Upgradation	Post	Effective Date	PAY Fixed	Scale of Pay
1.	Regular Recruitment	Joined as Diarist, Orissa High Court, Cuttack	03.04.1985	255	255-5-285; EB-7-306-10-366-12-390/-
	Annual Increment	Diarist	01.04.1986	260	255-5-285 EB-7-306-10-366-12-390/-
	Revision of pay as per ORSP Rule - 1989	Diarist	01.01.1986	796	780-1160/-
		Diarist	01.04.1986	812	780-1160/-
	Annual Increment	Diarist	01.04.1987	828	780-1160/-
	Annual Increment	Diarist	01.04.1988	844	780-1160/-
	Annual Increment	Diarist	01.04.1989	860	780-1160/-
	Annual Increment	Diarist	01.04.1990	878	780-1160/-
2.	Promotion	Jr. Asst.	10.05.1989	970	950-20-1150-EB-25-1500/-
	Annual Increment	Diarist	01.04.1990	990	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1991	1010	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1992	1030	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1993	1050	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1994	1070	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1995	1090	950-20-1150-EB-25-1500/-
	Annual Increment	Jr. Asst.	01.04.1996	1110	950-20-1150-EB-25-1500/-
3.	Promotion	Translator	28.11.1996	1400	1400-40-1800-EB-50-2300/-
		Absorbed as Sr. Asst.	01.09.1997	1400	1400-40-1800-EB-50-2300/-
	Annual Increment	Sr. Asst.	01.11.1997	1440	1400-40-1800-EB-50-2300/-

Signature Not Verified

Digitally Signed
Name: SATYA RANJAN PRADHAN
Date: 20-Feb-2026 16:05:06
Reason: D-Sign by Pension Sanction
Authority - Approver
Location: IFMS(Das)

SL NO	Type of Financial Upgradation	Post	Effective Date	PAY Fixed	Scale of Pay
	Annual Increment	Sr. Asst.	01.11.1998	1480	1400-40-1800-EB-50-2300/-
	Revision of pay as per ORSP Rule – 1998	Sr. Asst.	01.01.1996	3275	3050-75-3950-80-4590/-
		Sr. Asst.	01.04.1996	3350	3050-75-3950-80-4590/-
		Sr. Asst.	28.11.1996	4750	3050-75-3950-80-4590/-
		Sr. Asst.	01.11.1997	4875	3050-75-3950-80-4590/-
		Sr. Asst.	01.11.1998	5000	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.1999	5125	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2000	5250	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2001	5375	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2002	5500	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2003	5625	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2004	5750	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2005	5875	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2006	6000	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2007	6125	3050-75-3950-80-4590/-
	Annual Increment	Sr. Asst.	01.11.2008	6250	3050-75-3950-80-4590/-
	Revision of pay as per ORSP Rule – 2008	Sr. Asst.	01.01.2006	Pay- 10930 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
		Sr. Asst.	01.11.2006	Pay- 11390 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
		Sr. Asst.	01.11.2007	Pay- 11860 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
		Sr. Asst.	01.11.2008	Pay- 12350 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
	Annual Increment	Sr. Asst.	01.11.2009	Pay- 12850 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
	Annual Increment	Sr. Asst.	01.11.2010	Pay- 13370 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
	Annual Increment	Sr. Asst.	01.11.2011	Pay- 13900 G. Pay-4200	Pay-9300-34800 G. Pay – 4200
4	Promotion	Section Officer	18.05.2012	Pay- 14450 G. Pay-4200	Pay-9300-34800 G. Pay – 4200

Signature Not Verified

Digitally Signed
Name: SATYA RANJAN PRADHAN
Date: 20-Feb-2026 16:05:06
Reason: D-Sign by Pension Sanction
Authority - Approver
Location: FMS(Odisha)

SL NO	Type of Financial Upgradation	Post	Effective Date	PAY Fixed	Scale of Pay
	Annual Increment	Section Officer	01.05.2013	Pay- 15010 G. Pay-4200	Pay-9300-34800 G. Pay - 4200

Pursuant to FD, Govt. of Odisha, Resolution No.2627/F dated 08.08.2013 the present GP of Section Officers of the Court's establishment are revised from 4200 to 4600 w.e.f. 01.01.2013

		Section Officer	01.05.2013	Pay- 15030 G. Pay-4600	Pay-9300-34800 G. Pay - 4600
	Incremental Pay	Section Officer	01.05.2014	Pay- 15620 G. Pay-4600	Pay-9300-34800 G. Pay - 4600

Consequent upon introduction of the new cadre of A.S.O. in the Establishment of Orissa High Court in the Scl of Pay of Rs 9300-34800/- and grade pay of Rs.4200/- and merger of the erstwhile Jr. Asst. and Sr. Asst. in it vide Court's Notification No.266/Estt. Dated 12.04.2012 and in view of the G.O. No.388 dated 03.01.2013 of the State Govt. the pay of the section officers (the erstwhile Sr. Asst./A.S.O. (the erstwhile Sr. Asst. and Jr. Assts.) of the Court is fixed notional w.e.f. 30.09.2008

		A.S.O	30.09.2008	Pay- 11860 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		A.S.O	01.11.2008	Pay- 12350 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		A.S.O	01.11.2009	Pay- 13370 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		A.S.O	01.11.2010	Pay- 13900 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		A.S.O	01.11.2011	Pay- 14450 G. Pay-4200	Pay-9300-34800 G. Pay - 4200

Consequent upon grant of 1st ACP on completion of 15 years of service as A.S.O. pursuant to Home Department Letter No-42652/HS dtd.21.11.2014 the pay of Smt. Mohanty, S.O of the Court is fixed at Rs.13370/- with GP Rs.4200/- in the scale of pay of Rs.9300-34800/- w.e.f. 01.11.2008 and she is allowed to draw her subsequent incremental pay as follows

		S.O.	01.11.2009	Pay- 13900 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		S.O.	01.11.2010	Pay- 14450 G. Pay-4200	Pay-9300-34800 G. Pay - 4200
		S.O.	01.11.2011	Pay- 15010 G. Pay-4200	Pay-9300-34800 G. Pay - 4200

Consequent upon grant of 1st ACP as per Court's O/o No.3115 dated 23.02.2015 the pay of Smt. Monty in the promotional post of Section Officer is re-fixed at Rs.15590/- with GP Rs.4200/- in the scale of pay of Rs.9300-34800/- w.e.f.18.05.2012.

Further, on grant of 2nd RACP w.e.f. 01.01.2013 on completion of 20 yrs of service her pay is fixed at Rs.15590/- with GP Rs.4800/- in the scale of pay of Rs 9300-34800/- and she is allowed to draw her subsequent incremental pay as follows :

	2 nd RACP	S.O.	01.01.2013	Pay- 15590 G. Pay-4800	Pay-9300-34800 G. Pay - 4800
		S.O.	01.05.2013	Pay- 16210 G. Pay-4800	Pay-9300-34800 G. Pay - 4800
		S.O.	01.05.2014	Pay- 16840 G. Pay-4800	Pay-9300-34800 G. Pay - 4800
		The financial benefit on revised GP of Rs.4800/- w.e.f. 08.08.2013			
		S.O.	01.05.2015	Pay- 17490 G. Pay-4800	Pay-9300-34800 G. Pay - 4800

Signature Not Verified

Digitally Signed
Name: SATYA RANJAN PRADHAN
Date: 20-Feb-2025 16:05:06
Reason: D-Sign by Pension Sanction
Authority - Approver
Location: IFMS(Odisha)

SL NO	Type of Financial Upgradation	Post	Effective Date	PAY Fixed	Scale of Pay
		S.O.	01.05.2016	Pay- 18160 G. Pay-4800	Pay-9300-34800 G. Pay - 4800
		S.O.	01.05.2017	Pay- 18850 G. Pay-4800	Pay-9300-34800 G. Pay - 4800
	Revision of pay as per ORSP Rule - 2017	Section Officer	01.01.2016	58600	Level-11 Cell-8
	Annual Increment	Section Officer	01.05.2016	60400	Level-11 Cell-9
	Annual Increment	Section Officer	01.05.2017	62200	Level-11 Cell-10
	Annual Increment	Section Officer	01.05.2018	64100	Level-11 Cell-11
	Annual Increment	Section Officer	01.05.2019	66000	Level-11 Cell-12
Pursuant to recommendation of the screening committee Smt. Mohanty, S.O. of the court is allowed to avail 3 rd financial upgradation w.e.f. 10.05.2019 as per the provision under MACP scheme following the provisions of Odisha Revised Scales of Pay 2017 as per O/o communicated under Memo No.11066(4) dt 06.04.2019					
	3 rd MACP	Section Officer	10.05.2019	69000	Level-12 Cell-8
	Annual Increment	Section Officer	01.05.2020	71100	Level-12 Cell-9
	Annual Increment	Section Officer	01.05.2021	73200	Level-12 Cell-10
	Annual Increment	Section Officer	01.05.2022	75400	Level-12 Cell-11
5.	Promotion	Superintendent	30.09.2022	No fixation of pay as she has already reached Level-12 of the Pay Matrix.	
	Annual Increment	Superintendent	01.05.2023	77700	Level-12 Cell-12
	Annual Increment	Superintendent	01.05.2024	80000	Level-12 Cell-13
	Annual Increment	Superintendent	01.05.2025	82400	Level-12 Cell-14

She is going to retire from Govt. Service w.e.f. 31.03.2026. A.N.

[Signature]
19.2.26
Asst. Registrar - Establishment Officer
Court of Orissa, Cuttack

Signature Not Verified

Digitally Signed
Name: SATYA RANJAN PRADHAN
Date: 20-Feb-2026 16:05:06
Reason: D-Sign by Pension Sanction
Authority - Approver
Location: IFMS:Garnu