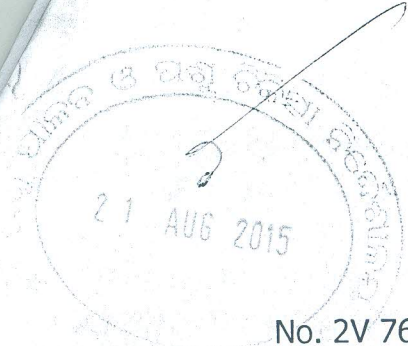


D. Das  
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FAX

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Government of Odisha  
Fisheries and A.R.D. Department

No. 2V 76/2014

10139

/FARD, dt. 20.8.15

From

Sri R.N. Mishra, O.A.S (S)  
Joint Secretary to Government.

To

The Director of A.H. & V.S., Odisha, Cuttack.

Sub:-

Formulation of job chart of A.D.V.O, (DC) &  
A.D.V.O(LP) in the Department of A.H & V.S Odisha.

1-102/15

Sir,

95/c

I am directed to invite a reference to your letter No-1360/Vet dt. 25.6.2015 on the above cited subject and to send herewith job chart of A.D.V.O (D.C) & A.D.V.O (LP) in the restructured OVS cadre (Sr. Class-I) duly approved by Government for necessary action.

You are requested to communicate the job chart (Copy enclosed) to the field functionaries forthwith so that the work assigned are taken up at the earliest.

Any suggestion/modification of the job chart on ground of realities in future may be furnished subsequently to the Department for consideration of Government.

Yours faithfully,

Joint Secretary to Government

2509  
22.8.15  
E-102-15

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Memo No. 14652 (30) 26/8/15  
2-102/15

copy along with copy of Encl. forwarded to  
all heads of offices for information A.C.A.  
SECRETARY.

Encl. as above

Recd  
M

1705  
A.K. Nayak

20.8.15  
D.A. Das

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**Duties and Function of Additional Veterinary Officer (Disease Control) &  
ADVO (Livestock Production)**

1. He will assist the Chief District Veterinary Officer in his respective discipline and maintain liaison between the Chief District Veterinary Officer and the Sub-Divisional Veterinary Officer.
2. He will work as the Head of the respective discipline in the office of the Chief District Veterinary Officer and will be fully responsible to the Chief District Veterinary Officer for his work in the matter of activities concerning his discipline.
3. He will dispose of all the papers and correspondence relating to his discipline in the office of the Chief District Veterinary Officer and the cases of financial in accordance with approved policy, programme and financial provision and policy matters may be disposed of by him after obtaining final orders of the Chief District Veterinary Officer.
4. He will inspect all the Sub-Divisional Hospitals/ Veterinary Dispensaries and all other field institutions including programmes of local bodies and private agencies receiving financial aid from Government at least twice a year in respect of programmes of work relating to his discipline.
5. The ADVO (Disease Control) will supervise the stock & store of Medicines, Chemicals, Instruments & Equipments and will be responsible for proper distribution of Medicines, Chemicals, Instruments & Equipments to different field institutions of the District according to the approved pattern with the approval of Chief District Veterinary Officer and he will also be in charge of the District Diagnostic Laboratory (DDL), NADRS & MVU.
6. The ADVO (DC) is responsible for prevention, control and containment of emergent diseases in district.
7. The ADVO (Livestock Production) will supervise all farm development works of Livestock Breeding Farm, other Small Animal Development Farms, Poultry Breeding Farm & Duck Breeding Farm in the district, review their function and suggest the measures for improvement of the farm. He will also check the utilization of the revolving funds of the farm.

He will supervise & monitor the Poultry Hatcheries of district to ensure its proper functioning.

8. The ADVO (LP) will supervise Training & Extension (Training Co-ordination).
9. All schematic activities/ programmes of the Department in the district shall be routed through the ADVO (LP).
10. The ADVO (LP) will be responsible for submission of report and returns to the Directorate through the CDVO.
11. The ADVO (LP) shall attend all Departmental District Level Meetings along with the CDVO.
12. The ADVO (LP) shall look after the Dairy Development activities of the district and will also ensure distribution of Liquid Nitrogen, Semen Straw etc. to the field functionaries in time and supervise A.I. work.
13. He will discharge any other duties as would be assigned to him by the Chief District Veterinary Officer from time to time.

A. Das