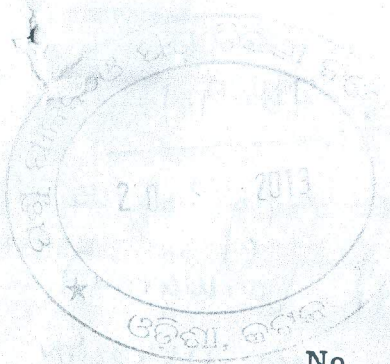


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GOVERNMENT OF ODISHA  
FISHERIES & ARD DEPARTMENT

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No. 10056 /FARD, Dt. 19.9.13  
2 V -37/2013

From  
Sri Raghunandan Mishra, OAS (S)  
Joint Secretary to Government.

To ✓  
The Director, AH&VS, Odisha, Cuttack.

Sub: **Job Chart of Block Veterinary Officers / Specialist in OVS Class-I (Junior Branch) after restructuring of OVS Cadre.**

Sir,

In inviting a reference to the above subject, I am directed to say that Job Chart of Block Veterinary Officers (BVO) / Specialist in OVS Class-I (Junior Branch) has been approved and communicated to you under order of Government.

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 suggestions/modification of the Job Chart on ground realities in future may be furnished subsequently to the Department for consideration of Government.

Yours faithfully

*[Signature]*  
Joint Secretary to Government

O/C  
R. K. Mishra  
402  
6362  
K. K. Panda  
Encl.  
given as per draft  
19.11.13

Memo no 18721 (121) dt. 20.9.13  
along with copy of job chart of BVOs/specialist forwarded -  
copy to all heads of offices for information  
& necessary action, He is requested to circulate  
the job chart of BVOs/specialist among the OVS  
class I (or Branch) officers working under his control  
immediately  
Encl - Job chart  
ATO  
Director

**JOB CHART OF BLOCK VETERINARY OFFICER (B.V.O.)**

01. BVO will be the administrative head of ARD Sector at Block level for proper functioning of all ARD related activities of Government implemented at block level.
02. All VAS/Addl. VAS, V.T/L.I. and other staff of ARD sector of the concerned Block will work under the overall administrative control and supervision of B.V.O. of the respective Block.
03. BVO is responsible for proper administration of relief and epidemic measures.
04. B.V.O. will approve the tour diary and tour particulars of V.A.S./Addl. V.A.S. under his jurisdiction and recommend to S.D.V.O. concerned for drawal of their respective claims.
05. B.V.O. will sanction casual leave of V.A.S./A.V.A.S. and veterinary staff under his jurisdiction. He will recommend to S.D.V.O. for sanction of E.L. (Earned Leave) as per his competency following the rules of Orissa Service Code.
06. He will coordinate with Bank officials for sanction of loan/subsidy of the farmers in respect of all government schemes as per the prescribed guideline to achieve the target with the assistance of Addl. VAS who is in charge of extension activity. He will monitor the successful implementation of the New Agricultural Policy, 2013 besides existing programme.
07. He may call for explanation from VAS/AVAS & L.I. etc. under his jurisdiction if found, lacking in discharging their public duties and recommend for action to SDVO/CDVO concerned.
08. He will review the progress of various schemes/programmes periodically and submit progress report to proper quarter.
09. V.A.S./Addl. VAS of the block will submit advance tour programme to B.V.O., concerned and after due approval of the same by B.V.O., it will be submitted to SDVO concerned for approval.
10. In absence of regular B.V.O. in Block, the senior most V.A.S./A.V.A.S. will function as B.V.O. of the Block concerned till joining of one regular B.V.O.

The earlier job chart of V.A.S. , will be followed in addition to Job Chart as specified above.

The above Job Chart will be followed forthwith by all concerned.