

Chapter-2 (Manual . 1)
Particulars of Organisation, Functions and Duties

2.1	Objective/purpose of the public authority.	<p>Sound management of the Finance of the State and preparation of State Budget as per the Constitutional provisions.</p> <p>Implementation of other relevant Central and State Acts/Rules/Policies pertaining to public finance/Govt. finance.</p>
2.2	Mission/Vision Statement of the public authority.	<p>Mission of the public authority is judicious and efficient management of the resources of the State and has been reflected in the following Acts and Rules:</p> <ul style="list-style-type: none"> a) The Orissa Fiscal Responsibility and Budget Management Act, 2005. b) Delegation of Financial Powers Rules, 1978. c) F.D. O.M. No.10954/F., dt.14.3.01 on austerity measures. d) Rules Regulating Control and Use of Govt. Vehicles. e) Orissa General Financial power Rules. f) Control of expenditure as per the norms fixed from time to time. g) Observance of recommendation of the 12th Finance Commission. h) Expenditure management as per the ways and means position of the State. i) Resources mobilization through tax, non-tax revenue, loans, institutional finance, small savings, credit and investment and public debt.

		j) Preparation of State Budget , control of expenditure and management of ways and means position.
2.3	Brief history of the public authority and context of its formation.	Finance Department is created to discharge function as per the subject allotted under Government Rules of Business
2.4	Duties of the public authority	Duties as per the provision of Constitution of India, other relevant Acts/Rules pertaining to management of Public Finance and more precisely to discharge such other duties as per the Govt. Rules of Business.
2.5	Main activities/functions of the public authority.	As at 2.4 above.
2.6	List of services being provided by the public authority with a brief write-up on them.	1.Collection of taxes / Sales taxes / Entry taxes / Entertainment taxes / Professional taxes through sales tax network. 2.Regulation and control of Public Finance through treasury network. 3.Small Savings: Small Savings mobilisation in the State through district level and Sub-Divisional field machineries. 4. Payment of pension to retired Govt.Non- Govt. aided employees of the State and freedom fighters through Treasury network / Bank network and Controller of Accounts 5. Insurance benefit to Govt. and Non- Govt. aided institutions employees through Finance Deptt. and other Departments. 7. Audit and vigilance on public expenditure through audit network. 8. Resource mobilisation through loans, institutional finance, credit & investment,

		<p>public debt.</p> <p>9. Training and skill upgradation of finance service officers through M.D.R.A.F.M., Bhubaneswar. Consultancy service on services and financial matters.</p>
2.7	Organizational Structure Diagram at various levels namely, State, direction, region district, block etc. (whichever is applicable).	Orginsational Structure Diagram is enclosed. *
2.8	Expectation of the public authority from the public for enhancing its effectiveness and efficiency.	Efficient management of finances aimed at higher economic growth so as to reduce the incidence of poverty.
2.9	Arrangements and methods made for seeking public participation / contribution.	Before enforcement of disinvestments rule by the Department, suggestions / objections etc. are invited from public through the pre-publication of the draft notification in the Orissa Gazette.
2.10	Mechanism available for monitoring the service delivery and public grievance resolution.	Grievance Cell has been opened in the Department to mitigate grievances of the public and others.
2.11	Addresses of the main office and other offices at different levels. (Please categorise the address district wise for facilitating the understanding by the user).	The Orissa Secretariat, Bhubaneswar.
2.12	Morning hours of office: Closing hours of the office:	10.00 AM to 5.00 PM. Monday through Saturday except Sundays and public holidays.