

Information under section 4 (1) (b) and 4 (1) (c) of the RTI Act, 2005  
of District Election Office, Bargarh

F O R M A T

1. Name & Designation of the officers & staff	:- 1. Sri Rasai Laguri, OAS (I) JB I/C Deputy Collector, Election, Collectorate, Bargarh. 2. Sri Sushil Kumar Bag, Head Clerk 3. Sri Jatikrishna Satpathy, Night Watcher
2. Details of the officers	:- Sri Rasai Laguri, OAS (I) JB Addl. Charge of Deputy Collector, Election, Collectorate, Bargarh Drawing & Disbursing as delegated by the Collector, Bargarh.  Sri Sushil Kumar Bag, Head Clerk Cash, D.C. Bill, Audit, Inspection and all official correspondence.  Sri Jati Krishna Satpathy, N.W. Office and Godown NW.
3. Duties entrusted to the staff	:- Sri Rasai Laguri, OAS (I) JB Addl. Charge of Deputy Collector, Election, Collectorate, Bargarh Drawing & Disbursing as delegated by the Collector, Bargarh.  Sri Sushil Kumar Bag, Head Clerk Cash, D.C. Bill, Budget, Audit, Inspection and all official correspondence.  Sri Jati Krishna Satpathy, N.W. Office and Godown NW.
4. Activities of the Section in Brief	:- 1. Conduct of Assembly and Parliamentary Elections 2. Summary Revision of Photo E-Rolls 3. Preparation & distribution of EPICs
5. Relevant facts for formulation of important policies, decisions, announcement relating to public life.	:- Doe's not arise
6. Activities of the Section including important, remarkable activities in the past / last year.	:- 1. Preparation of Draft Photo Electoral Rolls, 2010. For 1-Padampur, 2-Bijepur, 3- Bargarh, 4-Attabira (SC) & 5- Bhatli Assembly Constituency. 2. Photography & Scanning against Photo Electoral Rolls, 2010 of 5 Assembly Constituencies.

3. Preparation and Printing of Supplement Photo Electoral Rolls, 2010.  
4. Preparation of EPICs against Supplement Photo Electoral Rolls, 2010.
8. Brief description of the Rules, regulations, manuals and records held. :-  
1. Bill & Budget, D.C. Bills, inspection & Audit Report  
As prescribed in Orissa Record Manual Rule through Court Fees and Folio.  
2. Assembly & Parliamentary Election, Summary Revision of Electoral Rolls & EPIC Programme  
As instructed by Chief Electoral Officer, Orissa, Bhubaneswar from time to time as well as District Election Officer & Collector, Bargarh
9. Name, Organization & other particulars of the PIOs. :-  
Sri Rasai Laguri, OAS (I) JB  
Addl. Charge of Deputy Collector, Election, Collectorate, Bargarh  
At- Collectorate, Bargarh ,  
Telephone No. 06646-234364
10. Name, Organization & other particulars of the First Appellate Authority. :-  
Sri Rajendra Prasad Mund, OAS (I) SB  
Addl. District Magistrate, Bargarh
11. Name, Organisation & other particulars of the Public Authority. :-  
Sri Bhabagrahi Mishra, I AS  
District Election Officer  
and Collector, Bargarh
12. Functions of Home (Elections) Department :-  
1. Smooth and fair Election of Assembly as well as Parliament.  
2. After bifurcation from Sambalpur district this office started functioning since 01/04/1993.  
3. As instructed by the Chief Electoral Officer, Orissa, Bhubaneswar from time to time as well as District Election Officer and Collector, Bargarh.  
4. Bargarh district comprises of two Electoral Registration Officer & Returning Officer of Assembly Constituency namely Bargarh and Padampur.  
5. 10 AM to 5 PM. in all official day but Beyond official hour whenever required.

18.8.11