

NOTICE

It is hereby informed to all the candidates / job seekers that the physical verification / presence of candidates for online mode of registration in the District Employment Exchange, Bhubaneswar / Employment Sub-office, Khordha will be ceased w.e.f 15th october'2022 onwards as per letter vide No.ex-(s)-xii-17/2022-23/4189/DE, Dated 01.10.2022 of the Director of Employment & CEO, OSDA, Odsha.

The following procedures/changes are being incorporated in the existing online system meant for employment registration;

- (i) The entire registration process starting from filling up of application to issue of final registration certificate including verification of certificates is to be made online so as to obviate the need of physical visit by job seekers / candidates to Employment Exchanges.**
- (ii) The candidates shall upload all certificates and documents and mandatorily give an undertaking / self-declaration that all information furnished by him / her is true to the best of his / her knowledge and belief and if any discrepancy is found in future he / she shall be held responsible for the same and action against him / her shall be taken by the competent authority.**
- (iii) A mechanism is being developed so as to enable a candidate to track status of his / her application.**
- (iv) Candidates shall be able to download the final digitally signed registration certificate within the stipulated time as per the ORTPS Act.**


Regional Assistant Director of
Employment, Bhubaneswar

ବିଜ୍ଞପ୍ତି

ଏତଦ୍ୱାରା ଖୋର୍ଦ୍ଧା ଜିଲ୍ଲାର ନିୟୋଜନ କାର୍ଯ୍ୟାଳୟରେ ନାମ ପଞ୍ଜୀକରଣ କରିବାପାଇଁ ଆଶାୟୀ ସମସ୍ତ ପାର୍ଥୀ / ପାର୍ଥୀନୀ ମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ , ନିୟୋଜନ ନିର୍ଦ୍ଦେଶକ ତଥା ମୁଖ୍ୟ କାର୍ଯ୍ୟକାରୀ ଅଧିକାରୀ , ଓଡ଼ିଶା ଦକ୍ଷତା ବିକାଶ ପ୍ରାଧିକରଣ, ଓଡ଼ିଶାଙ୍କ ପତ୍ର ସଂଖ୍ୟା ୪୧୮୯ ତା. ୧୧୦୧୨୦୨୨ ରିଖ ଅନୁଯାୟୀ କମ୍ପ୍ୟୁଟର ସଞ୍ଚାଳିତ ପ୍ରକ୍ରିୟା (online) ମାଧ୍ୟମରେ ନାମ ପଞ୍ଜୀକରଣ କରିବା ପାଇଁ ଜିଲ୍ଲା ନିୟୋଜନ କାର୍ଯ୍ୟାଳୟ, ଭୁବନେଶ୍ୱର / ଉପ ନିୟୋଜନ କାର୍ଯ୍ୟାଳୟ, ଖୋର୍ଦ୍ଧାରେ ପାର୍ଥୀ / ପାର୍ଥୀନୀ ମାନଙ୍କର ଶିକ୍ଷ୍ୟାଗତ ଯୋଗ୍ୟତାର ପ୍ରମାଣ ପତ୍ର / ବାସିନ୍ଦା ପ୍ରମାଣ ପତ୍ର / ଜାତିଗତ ପ୍ରମାଣ ପତ୍ର ଏବଂ ଅନାନ୍ୟ ଅବଶ୍ୟକୀୟ ପ୍ରମାଣ ପତ୍ରର ପ୍ରତ୍ୟକ୍ଷ ଯାଞ୍ଚ ପାଇଁ ସେମାନଙ୍କର ଉପସ୍ଥିତି ତା. ୧୫/୧୦/୨୦୨୨ ରିଖ ଠାରୁ ବିରତ ହୋଇଯିବ।

ନାମ ପଞ୍ଜୀକରଣ ପାଇଁ ପ୍ରତ୍ୟକ୍ଷ ଭାବେ ଉପସ୍ଥିତ ଆବଶ୍ୟକତା ଜନିତ ସମସ୍ୟାର ଦୂରୀକରଣ ଉଦ୍ଦେଶ୍ୟରେ ସମସ୍ତ ପାର୍ଥୀ / ପାର୍ଥୀନୀ ମାନେ ସେମାନଙ୍କର ନାମ ପଞ୍ଜୀକରଣ ପାଇଁ ଉଦ୍ଦିଷ୍ଟ ଆବେଦନ ପତ୍ର ର ପୁରଣ ସେମାନେ ନିଜେ କରିବା ସହିତ ସମସ୍ତ ପ୍ରମାଣ ପତ୍ର ଗୁଡ଼ିକର ଯାଞ୍ଚ ଏବଂ ଚୂଡ଼ାନ୍ତ ନାମ ପଞ୍ଜୀକରଣର ପ୍ରମାଣପତ୍ର ପ୍ରାପ୍ତ ପର୍ଯ୍ୟନ୍ତ ସମସ୍ତ କାର୍ଯ୍ୟ କମ୍ପ୍ୟୁଟର ସଂଯୋଜିତ ପ୍ରକ୍ରିୟା (ONLINE) ମାଧ୍ୟମରେ ସମ୍ପୂର୍ଣ୍ଣ ହେବା ଅନିର୍ବାହ୍ୟ ଅଟେ ।

ଏହି ଉଦ୍ଦେଶ୍ୟରେ ସମସ୍ତ ପାର୍ଥୀ/ପାର୍ଥୀନୀ ମାନେ ସେମାନଙ୍କର ନିଜ ନିଜର ସମସ୍ତ ପ୍ରମାଣ ପତ୍ର ଗୁଡ଼ିକର କପି ସହିତ ସ୍ୱୟୋଚ୍ଛିତ ଅଙ୍ଗିକାର ପତ୍ର ନାମ ପଞ୍ଜୀକରଣ ଉଦ୍ଦେଶ୍ୟରେ ପ୍ରଚଳିତ କମ୍ପ୍ୟୁଟର ସଞ୍ଚାଳିତ ପ୍ରକ୍ରିୟା (online) ମାଧ୍ୟମରେ ସେମାନଙ୍କ ଦ୍ୱାରା ଦାଖଲ (UPLOAD) ହେବା ଆବଶ୍ୟକ ଅଟେ ।

ଏହି ପ୍ରକ୍ରିୟା କରଣରେ ପାର୍ଥୀ / ପାର୍ଥୀନୀ ମାନଙ୍କୁ ସୁବିଧା ଓ ସକ୍ଷମ କରିବା ଉଦ୍ଦେଶ୍ୟରେ ସ୍ୱତନ୍ତ୍ର ପ୍ରଶାଳୀର ବିକଶିତ କରାଯାଇଅଛି ଯାହାଦ୍ୱାରା ସେମାନେ ନିଜ ନିଜର ନାମ ପଞ୍ଜୀକରଣ ଆବେଦନ ପତ୍ର ର ଅବସ୍ଥିତି ବିଷୟରେ ଅବଗତ ହୋଇ ପାରିବେ ।

ଓଡ଼ିଶା ଲୋକସେବା ଅଧିକାର ଅଧିନିୟମ (Odisha Right to Public Services Act) ଅନୁଯାୟୀ ପଞ୍ଜୀକରଣ କରିବାପାଇଁ ଆଶାୟୀ ସମସ୍ତ ପାର୍ଥୀ / ପାର୍ଥୀନୀ ମାନଙ୍କୁ ଧାର୍ଯ୍ୟ ସମୟ ଅବଧି ମଧ୍ୟରେ ସେମାନଙ୍କର ଚୂଡ଼ାନ୍ତ ନାମ ପଞ୍ଜୀକୃତ ପ୍ରମାଣ ପତ୍ର କମ୍ପ୍ୟୁଟର ପ୍ରଯୁକ୍ତ ସ୍ୱାକ୍ଷର ମାଧ୍ୟମରେ ଉପଲବ୍ଧହେବ ।

ଆଞ୍ଚଳିକ ସହକାରୀ ନିୟୋଜନ ନିର୍ଦ୍ଦେଶକ
ଭୁବନେଶ୍ୱର

**DIRECTORATE OF EMPLOYMENT &
ODISHA SKILL DEVELOPMENT AUTHORITY (OSDA)
NIYOJAN BHAWAN, UNIT-III, BHUBANESWAR-751001**

E-MAIL: emp.osda2018@gmail.com

No.Ex-(S)-XII-17/2022-23 / 4189 /DE,

Date: 1.10.22

To

All Regional Asst. Directors of Employment,
District Employment Officers/Employment Officers of State Employment Exchange/
Special Employment Exchanges & UEI&GBs

**Sub: Dispensing with the need of physical visit by Job seekers/candidates to
Employment Exchanges for employment registration.**

Madam/Sir,

Under the State Reform Action Plan-2022 conceptualized in line with the Business Reform Action Plan-2022, it is envisaged to make the public services more user friendly so as to ensure ease-of-living for the citizens of the State. As such it has been decided to do away with the need of physical visit by job seekers/candidates to Employment Exchanges for employment registration to make the service in consonance with the requirements of SRAP-2022.

✓ The following procedures/changes are being incorporated in the existing online system meant for employment registration;

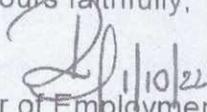
- (i) The entire registration process starting from filling up of application to issue of final registration certificate including verification of certificates is to be made online so as to obviate the need of physical visit by job seekers/candidates to Employment Exchanges.
- (ii) The candidates shall upload all certificates and documents and mandatorily give an undertaking/self-declaration that all information furnished by him is true to the best of his knowledge and belief and if any discrepancy is found in future he/she shall be held responsible for the same and action against him/her shall be taken by the competent authority.
- (iii) A mechanism is being developed so as to enable a candidate to track status of his/her application.
- (iv) Candidates shall be able to download the final digitally signed registration certificate within the stipulated time as per the ORTPS Act.

In view of the above, it has been decided to do away with the off-line mode of registration in any form so that candidates will not be required to make physical visit to Employment

Exchange with effect from 15th October 2022. Besides you are also required to take the following steps on a priority basis:-

- All RADEs and DEOs should take steps for digitization of all legacy data pertaining to their sub-offices / UEIGBs gradually with their existing staff. This process should complete by 31st December 2022
- To avoid immediate dislocation and any unrest by the candidates, wide publicity about doing away with physical verification/presence of candidates may be made. Till this message is widely circulated with the general public, candidates coming to the Employment Exchanges where registration of candidates is made through on-line mode may be allowed to do so and the same may be stopped gradually in due course.
- Steps shall be taken to switch over to on-line mode of registration in UEI&GBs for which RADEs may submit proposal. However considering the constraint of staff, the same may take some time. As an interim measure, candidates may be advised to do their registration in the on-line mode in their respective District Employment Exchanges. As a temporary measure, if these candidates/job seekers visit their District Employment Exchange, they may also be assisted for registering their names through on-line mode. NIC is being requested to make necessary provisions to allow these candidates to register their names in the respective District Employment Exchanges.
- Till the option of digital signature of RADEs/DEOs/EOs in the Registration certificate is integrated and available in the portal, a computer generated Registration Card shall be downloaded by the candidates/Job-seekers with a remark containing " This is a computer generated Registration Card and requires no signature."

Yours faithfully,


Director of Employment &
CEO, OSDA.

Memo No 4190

/DE dated 1.10.22

Copy to Smt Swarnaprava Choudhury, Sr. Technical Director, NIC, Bhubaneswar for information and necessary action.


Director of Employment &
CEO, OSDA.