

**Government of Odisha**  
**Home Department**

No. 41935 /D&A, Bhubaneswar, dated 11.11.2024

HOME-DA1-CRTN1-0004-2024

From,

**Shri Saroj Kumar Nayak**  
**Additional Secretary to Government**

To,

**The Accountant General (A&E), Odisha, Bhubaneswar /**  
**The Accountant General (Audit), Odisha, Bhubaneswar**

**Sub: Establishment of 3 Battalions of Odisha Special Striking Force (OSSF) in the interest of ongoing Anti – Naxalite operations in the State and to fill up the vacuum after withdrawal of CAPFs.**

**Ref : Proposal of State Police Headquarters furnished vide letter no. 49008/Policy dated 05-11-2024 in OSWAS file : IGOPS-ESTT-MISC-0014-2024 based upon letter no. 4775/Ops dated 05-11-2024 from I.G. of Police (Operations), Odisha, Bhubaneswar**

Sir,

In continuation to this Department's earlier letters bearing No. No. 37868 / D&A dated 14-10-2024 , No. 40282 / D&A dated 30-10-2024 and No. 40906 / D&A dated 04-11-2024 ; I am directed to make following addendum / modifications to the aforesaid letters :

1. The nature of engagement of OSSF personnel shall be purely on term basis.
2. The nature of duty of OSSF personnel shall be anti – naxal operations or any other duty as decided by DGP, Odisha, from time to time in the State of Odisha.
3. The duration of engagement of OSSF personnel shall initially be for a period of one year, which is extendable by one more year in suitable / deserving cases or till attaining the age of 60 years, whichever is earlier.
4. The OSSF personnel shall have to execute and strictly abide by the Agreement enclosed herewith at Annexure – I.
5. The OSSF personnel shall have to wear the uniform and badges, as prescribed by the D.G & I.G of Police, Odisha.
6. The persons should not have been convicted in any criminal case nor awarded with major punishment in the disciplinary proceedings during his service career. No criminal case should be pending against him at the time of his re-employment in OSSF.
7. The OSSF personnel shall be governed, among others, by the provisions of Section 18 and 19 of Police Act, 1861.

Yours faithfully,

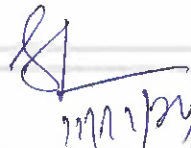


**Encl** : As above

Additional Secretary to Government

Memo No. 41936 /D&A, dated 11.11.2024

Copy along with enclosure forwarded to D.G. & I.G. of Police, Odisha, Cuttack with reference to letter no. 49008/Policy dated 05-11-2024 for kind information and necessary action.



Additional Secretary to Government

Memo No. 41937 /D&A, dated 11.11.2024

Copy along with enclosure forwarded to Deputy Secretary to Government, Finance (GS-I) Department for information only.



Additional Secretary to Government

Memo No. 41938 /D&A, dated 11.11.2024

Copy along with enclosure forwarded to Home (F.S.) Department / All Police Sections of Home Department / Guard file of D&A Section with five (05) copies with reference to Memo No. 40285 dated 30-10-2024 for information and necessary action.



Additional Secretary to Government

Memo No. 41939 /D&A, dated 11.11.2024

Copy along with enclosure forwarded to Nodal Officer, IMU Cell, Home Department with a request to upload this letter on the website of Home Department.



Additional Secretary to Government

AGREEMENT

THIS AGREEMENT is made on this  
..... day of  
..... Month ..... Year .....

BETWEEN the

.....  
(hereinafter called the "First Party" of the one part AND Shri/ Smt./ Kumari  
..... Son /

Daughter of Shri .....

aged about ..... years (Permanent address) Village .....

.. P.O. .... Police Station. ....

District. .... presently residing at Village .....

..... P.O. .... Police Station. . .

..... District. .... hereinafter

called the "Second Party" of the other part.

Whereas, the Second Party has applied for and has agreed to work as  
a ..... in  
..... Department on term basis.

And whereas the First Party has agreed to engage the Second Party  
on a term basis as ..... on the terms and  
conditions specified hereunder and the Second Party has agreed to abide by  
the terms and conditions of this agreement.

Now, therefore, both parties have agreed to enter into this agreement  
on the following terms and conditions:-

1. That the First Party shall engage the Second Party in the  
..... for a period of ONE year  
commencing on ..... day ..... month  
..... year and ending on the ..... day of  
..... month ..... of  
..... year as agreed to by both the  
parties and the engagement ipso-facto shall be terminated automatically on  
the last working day of the date specified for which no formal notice or order

will be required to be issued by the First Party.

2. That the Second Party shall submit a joining report to ..... when he/she may from time to time be placed by the First party to work anywhere in the State of Odisha. He/She shall at all times, obey the instructions of ..... and he/she shall discharge, whenever required, such duties as may be assigned to him by the First Party or by the Officers authorized by the First Party in this regard.
3. That the Second Party shall work efficiently and diligently and to the best of his/her ability and to the satisfaction of the First Party.
4. That the Second Party shall be paid a consolidated monthly remuneration of Rs. \_\_\_\_\_/-
5. That the Second Party has agreed not to claim any of the service benefits admissible to the regular State Government employees and in case any claim is so made, it shall not be accepted by the First Party.
6. That the Second Party shall not be eligible to get any other allowances except uniform allowances and ex-Gratia (in the event of death or incapacitation during active duty) and shall not claim any other dues, except the remuneration mentioned above.
7. That the Second Party shall be eligible (subject to exigencies of public service) to get special leave of 15 days at the maximum during the period of engagement of one year. Such leave can be availed at the discretion of the Officer/authority under whom he would work and with his prior approval. The Second Party cannot claim such leave as a matter of right.
8. That the Second Party shall not be entitled to any other kind of absence beyond authorized leave. If he/she remains absent with permission and he/she does not have any authorized leave at his/her credit, proportionate amount from his/her consolidated remuneration shall be deducted. Unauthorised absence for a continuous period of fifteen days or more will automatically terminate the engagement.
9. That in the event of any misconduct, of the Second Party, he/she shall be liable for immediate disengagement by the First Party. The expression "misconduct" for the purpose of this agreement would mean improper or unprofessional behavior, bad-management, mismanagement, mischief / misbehaviour, dis-obedience or violation of the instructions of Superior Authorities. Whether an act (of the Second Party) is a misconduct

or not would be decided by the First Party at his discretion.

10. That this engagement shall not exceed the period of one year at a time. It may be renewed in case of satisfactory performance.

11. That the Second Party has agreed to serve in the manner as would be required by the First Party and perform the duties assigned to him/her by the First Party and he/ she has also agreed that in the event of any misconduct on his/her part even during the operation of this agreement he/she can be disengaged by the First Party without any notice.

12. That the Second Party shall not engage himself in any trade, vocation, business or any other employment either in full time or part time basis during the period of his/her engagement.

13. That the Second Party shall not leave his Headquarters without obtaining prior permission of the competent authority.

14. That if the Second Party is found responsible for loss of Government money or property due to his/her acts of omission or commission during his/her engagement, the cost of such Government property/money will be recovered from him/her remuneration and if the remuneration is not sufficient the same will be recovered from him/her by way of filing civil suits/certificate cases. In such case the cost of civil suits or certificate case will also be recovered from him/her. Criminal action may also be taken against him/her for such misappropriation or loss of Government property.

15. In case the engaged personnel is found to be unsuitable later on his engagement can be terminated by giving him 30 days notice.

IT IS EXPRESSLY STATED AND AGREED that the duties rendered under this agreement by the Second Party shall not under any circumstances whatsoever entitle him/her to claim for any scale of pay or to be appointed in any service under the Government that may exist now or may arise in future in any Government Institutions or in any Government Offices.

IN WITNESS WHEREOF the parties hereto and hereby put their hands the day, month and year first above written.

Name and address

Full Signature of the Second Party

In the presence of witness

1. Name .....

Address .....

.....

2. Name .....

Address .....

.....

In the presence of witnesses

1. Name .....

Address .....

.....

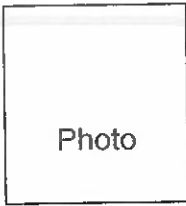
2. Name .....

Address .....

.....

Full Signature of the First Party or  
their authorised Officer with Official Seal

## **ANNEXURE-II**



### **Application Form**

1. Name & Sex :
2. Father's Name :
3. Permanent Address :
4. Date of birth :
5. Rank last held just before retirement :
6. Organization / Force from where retired :
7. Details of last three postings held, :  
date and duration
8. Date of retirement :
9. Last pay drawn (Gross) :
10. Nationality :
11. Educational Qualifications :
12. Whether able to read, write and speak Oriya :
13. Community – General / SC / ST / OBC :
14. Whether any Criminal case or Vigilance enquiry or :  
Departmental proceeding was initiated during the

Service career. If yes, did it lead to conviction or imposition of punishment or it is still pending. Give details.

15. Details of rewards / punishments (other than above) :

earned during the service career

16. Details of post retirement engagement, if any :

17. Any other information, candidate wants to give :

18. Present Address :

19. Mobile number :

20 E-mail address :

Signature of the applicant

### **DECLARATION**

I, Sri.....S/o  
.....do

hereby solemnly declare that the information furnished above are true to the best of my knowledge. If at any time, the information furnished is found to be incorrect; I will be liable to be discharged from engagement without assigning any reason thereof.

Place :

Signature of the Applicant

Dated :



