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ଓଡ଼ିଶା ସରକାର
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Government of Odisha
Home Department

BY FAX/E-mail/ SPEED POST
ଓଡ଼ିଶା ସଚିବାଳୟ,
ସଚିବାଳୟ ମାର୍ଗ, ଭୁବନେଶ୍ୱର-୭୫୧ ୦୦୧

OFFICE ORDER

No. HOME-SE-1-GRDN-0001-2025/ 46190 **/SE Dated** 11/11/2025

The draft provisional gradation list as on 01.11.2025 in respect of Senior Executive Assistant in Group-B post of Odisha Secretariat Executive Assistant/P.A cadre under Home Department is prepared in **Annexure- V** for reference. The employees/ Officers concerned are hereby advised to go through the said gradation list and file their objections, if any, with relevant documents within a fortnight period (15 days) from the date of issue of this order for finalization of the gradation list.

2. The authenticated copies of the said provisional Gradation List are also available at the website http://www.homeodisha.gov.in/.

By orders of the Additional Chief Secretary

P Behera 11/11/2025

Deputy Secretary to Govt.

Memo No. 46191 /SE, dated 11/11/2025

Copy along with copy of the provisional Gradation List in Annexure-V forwarded to Nodal Officer, I/c of IMU Section, Home Department for information & necessary action.

He is requested to upload the said provisional gradation list in the Home Department website for information of all concerned.

P Behera 11/11/2025

Deputy Secretary to Govt.

Memo No. 46192 /SE, dated 11/11/2025

Copy along with copy of the provisional Gradation List in Annexure-V forwarded to the Supdt. & Ex-officio Addl. Secy., Home (Steno Deployment) Department with a request to inform all the officers concerned for their information & necessary action.

P Behera 11/11/2025

Deputy Secretary to Govt.

ANNEXTURE V

GRADATION LIST OF SENIOR EXECUTIVE ASSISTANT

AS ON 01/11/2025

GRADATION NO	EMPLOYEE'S NAME DEPARTMENT IN WHICH POSTED	DATE OF BIRTH DATE OF JOINING IN HOME DEPT. STENOGRAPHER CADRE DATE OF SUPERANNUATION	PROMOTION ORDER NO AND DATE	DATE OF JOINING THE POST REGULAR/ADHOC	CATEGORY/ GENDER HOME DISTRICT STATUS
1	PRABHUPADA BEHERA	10/06/1988 26/10/2016 FN 30/06/2048	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE KENDRAPARA WORKING
2	SANTOSH KUMAR SETHI	18/06/1981 18/10/2016 FN 30/06/2041	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE PURI WORKING
3	ANITA BEHERA	27/07/1990 07/10/2016 FN 31/07/2050	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE KHURDA WORKING
4	SUSHANT KUMAR SETHI	23/02/1983 06/10/2016 FN 28/02/2043	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE KHURDA WORKING
5	USHA RANI DALAI	05/05/1984 06/10/2016 FN 31/05/2044	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE CUTTACK WORKING
6	JYOTILAL BEHERA	18/05/1993 07/10/2016 FN 31/05/2053	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE CUTTACK WORKING
7	ALAKA SETHY	10/08/1989 06/10/2016 FN 31/08/2049	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE PURI WORKING
8	BIJAYLAXMI MALLIK	05/02/1993 06/10/2016 FN 28/02/2053	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE PURI WORKING
9	DILEEP KUMAR GHADEI	20/07/1981 06/10/2016 FN 31/07/2041	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE NAYAGARH WORKING
10	SARMISTHA BHANJA	23/04/1992 06/10/2016 FN 30/04/2052	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE KHURDA WORKING
11	GOUTAMA SETH	19/09/1983 21/10/2016 FN 30/09/2043	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE BARGARH WORKING
12	SUPRIYA JENA	21/12/1993 07/10/2016 FN 31/12/2053	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE KHURDA WORKING

PBehera 11/11/2025
Deputy Secretary to Govt.
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13	GAJENDRA MALLIK	01/01/1979 06/10/2016 FN 31/12/2038	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE JAJPUR WORKING
14	ROSALIN BEHERA	01/05/1989 06/10/2016 FN 30/04/2049	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE PURI WORKING
15	DURGI MAJHI	15/06/1984 06/10/2016 FN 30/06/2044	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE MAYURBHANJ WORKING
16	JHARANA SETHI	23/05/1979 22/10/2016 AN 31/05/2039	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE KHURDA WORKING
17	BIKRAM KESARI DAS	09/03/1986 07/10/2016 FN 31/03/2046	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE BALASORE WORKING
18	BISWAJIT SAHOO	08/05/1977 07/10/2016 FN 31/05/2037	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE CUTTACK WORKING
19	SASMITA JENA	13/05/1984 01/11/2016 FN 31/05/2044	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE KHURDA WORKING
20	LEENA KUMARI MALLIK	01/06/1988 07/10/2016 FN 31/05/2048	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE KHURDA WORKING
21	BISHNU CHARAN SETHI	10/07/1993 06/10/2016 FN 31/07/2053	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE PURI WORKING
22	KATYAYANI NIRANJANA	15/05/1984 14/10/2016 FN 31/05/2044	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE KENDRAPARA WORKING
23	SANJAYA KUMAR BHOI	12/08/1985 06/10/2016 FN 31/08/2045	4881 06/02/2023	09/02/2023 AN REGULAR	SC / MALE KHORDA WORKING
24	SURYAKANTI MALLICK	06/07/1989 19/10/2016 FN 31/07/2049	4881 06/02/2023	09/02/2023 AN REGULAR	SC / FEMALE PURI WORKING

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GRADATION NO	EMPLOYEE'S NAME DEPARTMENT IN WHICH POSTED	DATE OF BIRTH DATE OF JOINING IN HOME DEPT. STENOGRAPHER CADRE DATE OF SUPERANNUATION	PROMOTION ORDER NO AND DATE	DATE OF JOINING THE POST REGULAR/ADHOC	CATEGORY/ GENDER HOME DISTRICT STATUS
25	GOUTAM MALIK	09/06/1988 24/10/2016 FN 30/06/2048	17710 28/04/2023	28/04/2023 FN REGULAR	SC / MALE CUTTACK WORKING
26	FAGURAM MAJHI	01/05/1989 06/10/2016 FN 30/04/2049	4881 06/02/2023	09/02/2023 AN REGULAR	ST/ MALE MAYURBHANJ WORKING
27	MAMATA MALIK	08/07/1984 24/10/2016 FN 31/07/2044	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE JAGATSINGHPUR WORKING
28	RASMITA MALLICK	16/06/1982 07/10/2016 FN 30/06/2042	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE KENDRAPARA WORKING
29	MADHUSMITA JENA	30/06/1991 21/10/2016 FN 30/06/2051	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE JAJPUR WORKING
30	PRAGYAN PRIYADARSANI MALLICK	15/03/1993 07/10/2016 FN 31/03/2053	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE CUTTACK WORKING
31	PRATIMA NAYAK	01/02/1980 18/10/2016 FN 31/01/2040	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE MAYURBHANJ WORKING
32	AMITA PARIDA	05/06/1990 07/10/2016 FN 30/06/2050	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE JAGATSINGHPUR WORKING
33	BIRENDRA MAJHI	04/04/1985 01/12/2016 FN 30/04/2045	4881 06/02/2023	09/02/2023 AN REGULAR	ST / MALE MAYURBHANJ WORKING
34	SANTOSH CHANDRA MALLIK	22/05/1984 07/10/2016 FN 31/05/2044	17710 28/04/2023	28/04/2023 FN REGULAR	SC / MALE CUTTACK WORKING
35	SANDHYARANI SETHI	09/07/1988 24/10/2016 FN 31/07/2048	17710 28/04/2023	28/04/2023 FN REGULAR	SC / FEMALE PURI WORKING
36	BARUNA PRADHAN	12/06/1990 20/10/2016 FN 30/06/2050	4881 06/02/2023	09/02/2023 AN REGULAR	ST / MALE KANDHAMAL WORKING

11/11/2025

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37	RAJNI KULLU	29/05/1989 07/10/2016 FN 31/05/2049	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE SUNDARGARH WORKING
38	PRAMILA KIRO	07/05/1993 07/10/2016 FN 31/05/2053	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE SAMBALPUR WORKING
39	SUNITA MALLICK	16/03/1993 06/10/2016 FN 31/03/2053	4881 06/02/2023	09/02/2023 AN REGULAR	ST / FEMALE KANDHAMAL WORKING
40	SANJAY KUMAR NAIK	07/06/1978 13/10/2016 FN 30/06/2038	4881 06/02/2023	09/02/2023 AN REGULAR	ST / MALE KEONJHAR WORKING
41	KAMAKSHYA PRASAD BAIPAI	25/05/1992 13/10/2016 FN 31/05/2052	4881 06/02/2023	09/02/2023 AN REGULAR	ST / MALE MAYURBHANJ WORKING

11/11/2025

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