

No. 10878 / SE, Bhubaneswar
HOME-SE/APMT1-0002-2021

Dated 25.03.2026

From

Sri Pradip Kumar Behera,
Deputy Secretary to Government

To

Sri Shiba Prasad Rath,
At- Hadagadia Sahi, Jamuna Lane,
Tahasil-Puri Tahasil, District – Puri, PIN- 752001
(Email Id- Shibaprasadrath1@gmail.com), Mob No.8984123427

Sub: Original documents verification of Sri Shiba Prasad Rath provisionally selected for the post of Junior Executive Assistant pursuant to order of Hon'ble High court in W.P.(C) No-26271/2023.

Sir,

Inviting a reference to the subject cited above, I am directed to intimate that original documents verification will be held on **06.04.2026** between 11.00 AM to 1.00 PM. in the Chamber of Deputy Secretary to Govt., Home (Steno Establishment) Department.

You are, therefore, instructed to report before the undersigned as per the scheduled date and time mentioned above alongwith the following documents in original for verification in support of age, educational qualification, caste, category, special category (PwD & Ex-SM) and other eligibility criteria prescribed for the post.

List of Documents:

- i) Original Certificates (HSC or equivalent, Intermediate or equivalent and Bachelor's Degree) in support of Educational Qualifications (Provisional certificate will not be entertained)
- ii) Original mark sheets in support of all the aforementioned examinations issued by the concerned Board / Council/ University
- iii) In-service certificate from the Competent Authority mentioning continuation of Government Service (if applicable)
- iv) No Objection Certificate issued by the competent authority in case of candidate already in employment
- v) Caste Certificate (if candidate belongs to ST/SC/SEBC)
- vi) Certificate showing adequate knowledge in Computer application
- vii) Medical Fitness Certificate
- viii) Two self-attested passport size photographs
- ix) Any other relevant document(s)
- x) Any proof of identity (in original)

Yours faithfully,

Behera
25/03/2026
Deputy Secretary to Government

Memo. No. 10879 /SE, Date 25.03.2026

Copy forwarded to Sr. PS to Additional Chief Secretary to Government, Home Department for information of Additional Chief Secretary.

P. Behera
25/03/2026

Deputy Secretary to Government

Memo. No. 10880 /SE, Date 25.03.2026

Copy forwarded to Odisha Staff Selection Commission, Bhubaneswar for information and necessary action.

P. Behera
25/03/2026

Deputy Secretary to Government

Memo No. 10881 /SE, Date 25.03.2026

Copy forwarded to Sri Prateek Swarup Swain, Desk Officer, Home (Steno Establishment) Department for information and necessary action. He is requested to remain present at venue as per the scheduled date and time.

P. Behera
25/03/2026

Deputy Secretary to Government

Memo No. 10882 /SE, Date 25.03.2026

Copy forwarded to the Chief Receptionist, Lokaseva Bhawan, Bhubaneswar, Odisha for information and necessary action. He is requested to allow Sri Shiba Prasad Rath to enter into Lokaseva Bhawan premises for the above mentioned purpose.

P. Behera
25/03/2026

Deputy Secretary to Government

Memo No. 10883 /SE, Date 25.03.2026

Copy forwarded to the Nodal Officer, I/c of IMU Section of Home Department for information and necessary action. He is requested to upload the said intimation in the Department website for information of all concerned.

P. Behera
25/03/2026

Deputy Secretary to Government

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