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**ODISHA STATE COMMISSION FOR BACKWARD CLASSES,  
BHUBANESWAR**

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No. 93 /OSCBC, dated the 5th March 2021  
OE-I-08/2021

From

Shri V V Yadav, IAS,  
Member Secretary.

To

All Collectors.

**Sub: Action points as decided in the VC held on 04.03.2021 on survey of social and educational condition of the people belonging to backward classes in Odisha.**

Madam/Sir,

As a recap to the VC on 04.03.2021, the following action points have to be completed by 15<sup>th</sup> March 2021.

1. Identify survey centers – Primary School building or any Govt. building, with adequate furniture like table, chairs, nearest to the Fair Price Shop (FPS).
2. Identification of enumerators (anganwadi workers in rural areas; AWW/Tax Collectors / Ward Officers in Urban areas). Wherever GP is the FPS, 3 to 5 enumerators should be identified. If need be, Collectors can also increase this number. In case of private FPS, it has to be one enumerator for each FPS.
3. Identification of Supervisors (For every 10 enumerator, at least one supervisor).  
In rural areas: ICDS supervisor and other Extension Officers of the Block.  
In Urban areas: ICDS supervisor and Zone Officers.
4. Collectors of Angul, Balasore, Keonjhar, Ganjam, Koraput, Kalahandi, Bolangir, Sambalpur and Sundergarh will set up zonal centres for digitization of survey forms. The centre should have 2 to 3 rooms (One room for digitization & another for storage & repackaging), power back-up, internet, security, furniture, toilets and fire equipments.

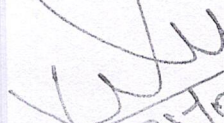
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5. Identification of District Level Master Trainers (DLMTs) – 4 in nos. and Block Level Master Trainers (BLMTs) – 4 for each block.
6. Data Validation Centers at Block / ULB as the case may be with sufficient number of computers and Data Entry Operators, power back-up and internet facilities.
7. Form storage facility at District and Block Headquarters.
8. Identification of Nodal Officer at District level who will coordinate entire activities. Their names, mobile numbers and e-mail ID may be shared.
9. Prepare and share the District survey plan by 15<sup>th</sup> March 2021.

I am also enclosing herewith the list of officers at the Commission level who will coordinate for any further clarifications.

Yours faithfully,

  
25/03/21  
Member Secretary