

Chapter-4 (Manual -3)

Rules, Regulations, Instructions, Manual and Records, for Discharging Functions.

4.1 Please provide list of rules, regulations, instructions, manual and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format has to be filled for each type of documents.

List of Rules, Regulations, Instructions, Manual and Records	Type of documents	Brief write up of the Documents	From where one get a copy of rules, regulations, instructions manual and records	Address Telephone No. FAX E-mail & others	Fees charged by the Department for a copy of Rules, regulations, Instructions manual and records(if any)
O.F.C. Service Rules, 1980	Book		Corporate Office & Website of OFDC	A/84-Kharvel Nagar, Bhubaneswar Ph.2534086 general@orissafdc.com	
Delegation of Financial Power Rules 1980	Book		Corporate Office & Website of OFDC	A/84-Kharvel Nagar, Bhubaneswar Ph.2534086 general@orissafdc.com	
Sale Policy of Timber	Document		Corporate Office	A/84-Kharvel Nagar, Bhubaneswar Ph.2534086 general@orissafdc.com	
Sale Policy of Kenduleaves	Document		Corporate Office	A/84-Kharvel Nagar, Bhubaneswar Ph.2534086 general@orissafdc.com	

