

MEMORANDUM OF UNDERSTANDING

BETWEEN



**THE ODISHA STATE POLICE HOUSING &
WELFARE CORPORATION LTD.
[A SILVER RATED PSU]**

AND



**HOME DEPARTMENT
GOVERNMENT OF ODISHA**

**FOR THE YEAR
(2023-24)**

PART-I

VISION:

To organize ourselves as a total quality organization, setting standards of excellence in all our professional endeavors and be reckoned as an outstanding construction Corporation among our peers.

MISSION:

To deliver quality construction at optimum cost in record time to the satisfaction of our customers while earning reasonable return on investment.

CORE VALUES:

Integrity: We must conduct ourselves fairly, with honesty and transparency. Everything we do must stand test of public scrutiny.

Excellence: We must constantly strive to the highest possible standards in the services and goods we provide.

Organizational and professional pride: We must function and conduct ourselves and in such manner so as to have pride in the organization we serve and also the profession we are in.

Customer as our most valued stake-holder: 'Customers are not outsider to our business, they are part of it. They are the purpose of our work.'

Economically sustainable: While delivering quality construction at optimum cost, we should ensure that the Corporation makes profit and remains financially viable.

MANDATES:

The main mandates of the Corporation as per the Memorandum and Article of Association are:

1. To undertake construction of buildings for the housing of police personnel.
2. To formulate and execute Housing schemes for the benefit of the serving police personnel.
3. To undertake construction of building for the residential and non-residential purpose for the Police, Vigilance, Fire service, Prison, Judiciary and other government departments.
4. To undertake construction of buildings necessary for Schools, Hospitals and other welfare measures for the benefit of the police personnel as original works on deposit of cost from Police Relief and Welfare and other equivalent funds.
5. To take up construction, repairs, maintenance, modification and renovation of roads, buildings and other civil structures through competitive tender or on the basis of direct placement of works and to undertake work other than civil works assigned by different users of Home Department.

PART-II

Functional Responsibility of the Odisha State Police Housing & Welfare Corporation.

1. General Working Procedure.

- a. The Corporation being a legal entity under the Companies Act shall be regulated as per the Memorandum & Article of Association. The resolutions adopted by the Board of Directors from time to time shall be the mandate in exercise of autonomy & delegation of financial powers of the Corporation.
- b. The Corporation shall transact the business in execution of projects (Civil, Electrical and PH Works), Procurement of goods and other Services in accordance with settled procedure as per the Operational Manual of the Corporation and relevant OM/Circular/Resolution/Notification issued by the FD/MSME Department and other Nodal Department.
- c. OPWD Code and amendments thereon made by Works Department shall be the basis for execution of Civil, Electrical and PH Works of Projects.
- d. The Corporation shall be abided by orders of State Government in Home Department, Finance Department, Labour Department and other Line Departments for delivery of service. The Corporation shall not take any decisions contrary to the prescribed regulations of the State Government.
- e. The Corporation will execute through empaneled contractors by following the transparent financial bidding process where the work is non-responsive in Tender/e-tender or due exigency (on the basis of specific request of I.G Operations/S.P./Commandant/Jail Superintendent etc.) or on security reasons or to complete balance work in exigency without any financial limit and with due justification and without any additional cost to the users and the project shall be completed in time.
- f. Cluster tendering system i.e. combination of projects shall be allowed to attract higher class contractors.
- g. The Corporation shall be under mandatory obligation to execute the works of the user organizations under Home Department as approved and communicated to the Corporation by the Department from time to time. The works and projects of users' organizations under Home Department which have not been concurred with prior approval of the Department shall not be taken up by the Corporation for execution.
- h. The physical and financial progress of each projects shall require to be furnished by the Corporation to the stakeholder user organization at least twice in a year by the end of September and March of each year for furtherance of timely completion of projects.
- i. The CSR expenditure of the Corporation will be in consonance with the Section 135 and Schedule - VII of the Companies Act, 2013
- j. The Corporation shall be required to take necessary corrective steps to overcome the shortcomings in the existing system as recommended by A.G (O) in the course of performance audit and regular audit.
- k. The Corporation will submit the revised estimate in case of External Electrification work on case to case basis separately as the final estimates are prepared by the respective Electrical Distribution Companies basing on the actual load required for that location. The estimate for this purpose shall be

furnished as early as possible. The additional cost thereof will be borne by the requisitioning authority. The Corporation charges / supervision charges will be calculated basing on the revised estimated cost.

- I. The Corporation shall reconcile the accounts in respect of all completed and handed over projects of different users under different schemes and funds pending with the Corporation may be deposited / adjusted against completed projects of that scheme of concerned users, if any.

PART – III

MOU Performance Evaluation criteria and Targets 2023-24

1. STATIC PARAMETERS (45%)

Targets - 2023-24								2022-23	2024-25	
	Unit	Weight	Excellent	Very Good	Good	Fair	Poor	Provisional	Planned	
1 FINANCIAL PERFORMANCE INDICATORS (45%)										
i.	Turn Over	Rs. in Crores	15	1,000.00	900.00	800.00	700.00	600.00	537.41	1,100.00
ii.	Net Profit(After Tax) (5% of Turnover)	Rs. in Crores	8	50.00	45.00	40.00	35.00	30.00	30.17	55.00
iii.	Administrative expenses to turnover (Admn. Ex. Rs. 40.00cr)	%	7	4.00	4.44	5.00	5.71	6.66	5.26	3.63
iv.	Contribution to State Govt. Exchequer (Dividend)	Rs. in Crores	8	15.00	13.50	12.00	10.50	9.00	9.05	16.5
v.	Turnover per employee (325 Nos.)	Rs. in Crores	7	3.07	2.76	2.46	2.15	1.84	2.33	3.38
2 DYNAMIC PARAMETERS (35%)										
i.	Percentage of turn over from other Departments/ Organizations	%	5	50	45	40	35	30	53	50
ii.	Completion of Project	No. of Projects	10	650	600	550	500	450	752	700
iii.	Completion of Projects within scheduled time	No. of Projects	10	200	170	150	120	100	181	250
		%		30	28	27	24	22	28	35
iv.	Projects completed in LWE affected areas	No. of Projects	5	185	165	145	130	110	173	190
v.	Employee Training and Motivation	Training Man Days	5	750	650	600	550	500	880	750
3 GENERAL MEASURES (20%)										
i.	Authentication of Accounts for 22-23	Time	6	31.07.23	31.08.23	30.09.23	31.10.23	30.11.23	05.09.22	31.07.24
ii.	Submission of annual report to Admn. Dept. (22-23)	Time	5	31.12.23	31.01.24	29.02.24	31.03.24	30.04.24	Under Process	30.12.24
iii.	Reconciliation of completed Projects	No. of Projects	5	650	600	550	500	450	521	650
iv.	Fatal Accidents at work sites.	No.	4	Nil	Nil	Nil	Nil	Nil	Nil	Nil

Sanjeeb Panda
Sanjeeb Panda, IPS 14-11-2023

Chairman-cum-Managing Director
On behalf of
The Odisha State Police Housing &
Welfare Corporation Ltd.



Deoranjana Singh
14/11/2023

Deoranjana Kumar Singh, IAS
Addl. Chief Secretary to Government
Home Department
On behalf of Government of Odisha
Addl. Chief Secretary to Govt.
Home Department

PART-IV

Responsibility of Home Department and the User Organizations

- I. At least work of value ₹300 Crores worth annually in respect of user organizations namely Police, Fire Services, Prison, Court and Bhawan Establishments etc. will be awarded on nomination basis to the Corporation subject to budget provision for the year.
- II. Supervision charges shall be allowed in the estimates of works as per guideline issued by the Works Department / Finance Department and other line Department of Govt. of Odisha.
- III. The user organizations shall provide litigation-free land to the executing agency and observe the required other formalities for execution of the projects while according A/A by the competent authority as per Rule 13 of the DFPR, 1978.
- IV. Adequate fund shall be provided by the user organization to the Corporation in accordance with the working procedure prescribed by the Government Works Department for completion of projects in scheduled time.
- V. The arrear claims in respect of completed projects and provisioning of funds towards ongoing projects shall have to be prioritized by the user organization as per the guidelines and instructions issued from Home Department from time to time for settlement of accounts between inter-se. However, the reconciliation of accounts in respect of all completed and handed over projects of different users to be completed by the Corporation on priority.
- VI. The terms of the MOU shall be mutatis mutandis applicable to the user organizations for execution of projects and other services as approved by Home Department from time to time.
- VII. In case of any ambiguity/doubt or disagreement between the Corporation with the user organizations, the decision of Government in Home Department shall be binding on both the parties.

PART-V

ACTION PLAN FOR IMPLEMENTING AND REVIEW OF THE MOU

Evaluation and review of performance will be done half-yearly by the Home Department / P.E Department, Government of Odisha. Information for the purpose of evaluation will be given to the Home Department in the proforma as given in Part-III.

Sanjeeb Panda

Sanjeeb Panda, IPS (14.11.2023)

Chairman-cum-Managing Director
On behalf of
The Odisha State Police Housing &
Welfare Corporation Ltd.



Place: Bhubaneswar

Dated:

Deoranj Kumar Singh
14/11/2023

Deoranj Kumar Singh, IAS

Addl. Chief Secretary to Government
Home Department
On behalf of
Government of Odisha

**Addl. Chief Secretary to Govt.
Home Department**