

F.No.22015/1/2014-Estt.
Government of India
Ministry of Tribal Affairs


Shastri Bhavan, New Delhi
Dated 24.8.17
25

Office Order

In partial modification of this Ministry's officer order of even number dated 16.8.2017, following changes in the allocation of work have been undertaken and are hereby ordered as under:-

- (a) "Matter pertaining to Atrocities on ST and regulations" will be looked after by NCST Division.
 - (b) Work relating to "Implementation of e-office" will be looked after by Establishment Section.
 - (c) "RTI matters" will be looked after by PC Division.
 - (d) SO (Livelihood) will also look after the charge of SO (FRA) in addition to his present assignment of Livelihood Section.
2. The updated work allocation chart is enclosed herewith.

Encl: as above


(M. Dilip Kumar)
Deputy Secretary to the Govt of India

Copy to:-

1. PS to MTA / PS to MoS(TA) / PPS to Secy (TA) / PPS to JS(A) / PPS to JS (VKT) / PS to EA(SS) / PPS to EA(LS) / PS to DDG(Stat) / PS to JS&FA / PPS to CCA
2. All Officers / Sections of MoTA
3. Pay & Accounts Officer, Ministry of Tribal Affairs
4. DDO, B&C Section, Ministry of Tribal Affairs
5. Director NIC – to update the website & updating e-office
6. Hindi Section for providing hindi version
7. F.No. 22015/2/2013-Estt.
8. Office Order register/folder

Annexure-I

Work Allocation in various Divisions of Ministry of Tribal Affairs

Shri Rajesh Aggarwal, Joint Secretary (Administration)

Scholarship & DBT	Establishment, B&C & Vigilance	GA	PVTG	TRIs	ST Welfare Grants (STWG)
Shri M. Dilip Kumar Deputy Secretary(Admn., Vig., B&C, GA & Scholarship)					
Shri M.K. Jha US (Sch. & DBT)	Shri Asghar Ali Under Secretary (Estt., B&C & Vig.)-Addl. charge	Shri Nadeem Ahmed Under Secretary (GA) -Addl. charge	Shri M. Dilip Kumar Deputy Secretary - Addl. charge	Shri Gopal Sadhwani Director - Addl. charge	Shri Gopal Sadhwani Director (STWG)
Shri S. Padmanabha, S.O. (Sch. & DBT)	Shri Arvind Mudgeal S.O. (Estt.) - Addl. charge	Shri Arvind Mudgeal S.O. (G.A.)	Additional Charge - Shri Rajiv Kumar Singh Section Officer (PVTG)	Shri Dharam Bir Kumar Singh S.O. (TRIs)	Shri P.K. Sahoo, Under Secretary (Grants)
1. Scholarship 2. DBT Cell of the Ministry	1. All Services matters pertaining to the Sectt. of the Ministry. 2. E-office 3. Multilateral bodies (UNDP, etc.)	1. Budgetary and Accounts related matters	1. Vigilance	1. All housekeeping matters pertaining to the secretariat of the Ministry. 2. IT -Procurement of Hardware/ Software etc. 3. Organizing various meetings 4. Record Keeping	1. All matters pertaining to PVTGs 2. All matters relating to A&N Islands, including Island Development project and other infrastructure projects. 3. Jarawa Policy and Shompen Policy
				1. TRIs 2. Research (including Centre of Excellence) 3. TRI Annual Plans 4. Tribal Museums	1. SCA to TSP 2. Inter-Ministerial TSP Coordination 3. Ashram Schools, Hostels & VTCs 4. Niti Aayog Matters 5. Vanbandu Kalyan Yojana (VKY)
					1. Article 275 (1) Grants 2. Organizing and issuance of PAC meetings. 3. EMRS related issues

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Ms. Sunanda Sharma, Economic Adviser (SS)

Public Grievances	NCST	Media	PC	Official Language
Smt. Shyla Titus, Deputy Secretary – Addl. charge			Shri Roopak Chaudhary Deputy Secretary (PC) – Addl. Charge	Ms. Rakesh Kumari, Joint Director (OL)
Shri Vijay Kumar US – Addl. Charge	Shri Vijay Kumar US (NCST)	Shri Vijay Kumar US – Addl. Charge	Shri Asghar Ali Under Secretary (PC)	
Shri Narendra Kumar, SO (Public Grievances)	Shri Ramesh Kumar Verma, RO	Shri Ramesh Kumar Verma, RO – Addl. charge	Shri Santosh Kumar S.O. (Parl. & Coord)	Shri Shiv Darshan Kori Assistant Director (OL)
1. Public Grievances 2. RFD / Citizens' Charter	1. All matters pertaining to NCST (incl. Administration) 2. All matters pertaining to Atrocities on ST and Regulations.	All media related matters including social media, MyGov etc.	1. Parliament matters 2. Coordination with all divisions of the Ministry. 3. Coordination regarding Cabinet notes / EFC / SFC memo recd. from other Departments / Ministries 4. RTI Matters 5. E. Samiksha 6. Website of Ministry. 7. Judicial Proceedings – Monitoring and coordination including LIMBS 8. Republic Day – Tribal Guests	1. All matters pertaining to Official Language 2. Translation 3. Coordination with D/o Official Language

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Shri Vinod Kumar Tiwari, Joint Secretary (VKT)

NGO	Livelihood	FRA Act and issues
Shri Gopal Sadhwani, Director – Addl. charge	Shri Roopak Chaudhary Deputy Secretary (Livelihood & FRA)	
Ms. Reema Sharma, US (NGO)	Shri Chandrasekhar, US (Livelihood & FRA)	
Shri Rajiv Kumar Singh, Section Officer (NGO)	Shri Surinder Pal Sharma Section Officer (Livelihood & FRA)	
1. All matters pertaining to NGO.	1. TRIFED related issues including Administrative issues 2. MFP Marketing 3. NSTFDC related issues including Administrative issues 4. Skill Development matters & coordination. 5. Health and AYUSH Gaps (including Sickle Cell Anemia)	1. Forest Rights Act 2. Land and Rehabilitation & Resettlement (R&R) issues 3. Mining related issues 4. Bio-diversity issues 5. Preservation of local flora and fauna in tribal areas, Gene bank etc.
Shri Lal Sanglur, Economic Adviser (LS)		
Policy Analysis		
Shri V. Ashok, Director (Policy Analysis)		
Shri Biswa Bihari Panigrahi Dy. Director (Policy Analysis)		
1. National Tribal Policy 2. Matters relating to Finance Commission; High Level and Other Committees for Tribal Development. 3. Tribal Carnival		

Sh. Surinder

Smt. Vishnu Maini, DDG (Statistics)	
Statistics	Constitutional & Legal Matters (CLM)
Smt. C.H. Honey Director (Stats)	Ms. Shyela Titus, Deputy Secretary (CLM)
Satyendra Kumar, Deputy Director (Stats)	Shri Utam Kumar Kar, Under Secy (CLM)
1. Statistics including infrastructure Gaps; Maps; Analysis of Data and sharing with other Sections/ Divisions 2. MOT A Annual Reports 3. Evaluation of TD Programmes 4. Gender Budgeting Issues 5. Science & Technology in Tribal Development.	1. Legal and constitutional matters. 2. Scheduling / rescheduling of list of STs. 3. All Schedule V Areas, including Governors' Report and Tribal Advisory Councils (TACs). 4. TTDP / TTDA, MADA Cluster 5. PRI/PESA
Ms. Meera Ranjan, Joint Secretary & FA	
Internal Financial Division and Budget	
Ms. Nivedita, Director (IFD)	
Shri Jeevan Kumar Under Secretary (IFD)	
Ms. Sunanda Sharma, Section Officer (IFD)	
1. All matters pertaining to IFD 2. Budget 3. All Audit Paras	

- All policy matters on the subject allocated will be dealt by respective Divisions.

Shri. Jeevan Kumar