# Work Allocation among Officers at the Level of JS and Above Alongwith Director/DS Level Officers

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</table>
| 1. | Shri Charanjit Singh, Additional Secretary - Rural Livelihood-I [AS-RL] | 1. CEO, NRLPS  
2. All matters related to the work distribution of JS(RL-I) & JS (RL-II), as per existing channel of submission  
[Files to be submitted to SRD, as per the channel of submission] | 1. Ms. Smriti Sharan, JS (RL-I)  
2. Ms. Swati Sharma, JS (RL-II) | -- |
2. All files of work distribution of EA(RD)  
3. All files of JS(GC/P) related to GC/P related work only, as per channel of submission  
[Files to be submitted to SRD, as per the Channel of Submission] | 1. Ms Kalyani Mishra, EA (RD)  
2. Shri Rahul Kashyap, JS (GC/P) | ADG (Stats) |
| 3. | Ms. Usha P. Pol, Additional Director General (Stats) [ADG-Stats] | All files of work distribution of JS (NLM/SAGY/MA) related to NLM/SAGY/MA only.  
[Files to be submitted to SRD, as per the Channel of Submission] | 1. Shri Rahul Kashyap, JS (SAGY/MA/NLM) | CEA |
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| 4.     | Ms Tanuja Thakur Khalkho JS&FA | 1. All responsibilities of JS&FA.  
  2. Facilitation of PFMS based systems.  
  4. Nodal for Internal Audit. | 1. Shri Jagdish Kumar, Director  
  2. Shri Shailesh Kumar, Director | |
| 5.     | Ms Smriti Sharan, JS – (RL-I/RURBAN) | 1. IB, CG,SI, SD, HR and PRI-CBO convergence under DAY-NRLM, including matters related to DFS and NABARD  
  2. IB, SD and FI components of NRETP  
  3. Financial Inclusion related issues under DAY- NRLM including matters related to DFS and NABARD.  
  4. Innovative Projects relating to IB, SI, SD and FI  
  5. M&E  
  6. Coordination for Programmes- AAPs and Release of funds to NE States and Hilly States of Himachal Pradesh and Uttarakhand and U Ts of J&K and Ladakh.  
  7. All Coordination and miscellaneous matters of RL Division.  
  8. North East matters and Co-ordination with DoNER.  
  9. Coordination matters related to all partnerships encompassing more than two verticals of NRLM.  
  10. BRLF  
  11. Knowledge Centre for Gender issues.  
  12. Coordination and Monitoring of Ummeed and any other J&K specific program.  

  [Files to be submitted to SRD through AS(RL), as per existing channel of submission]  

  RURBAN  

  [Files to be submitted to SRD as per channel of submission] | 1. Shri Raghvendra Pratap Singh, Director  
  2. Ms Nivedita Prasad, DS (RL/RURBAN) | JS (RL-II) |
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| 6.     | Shri Karma Zimpa Bhutia, JS (RS/Trg/Admin) | 1. Skills and Placement Programmes  
2. Coordination and Monitoring of Himayat and other J&K specific programmes.  
3. DDUGKY.  
4. SGSY - Special Project.  
5. Nodal for coordination with National and State Skills Mission, MSDE, MSME, MoL&E.  
6. NSDA, NSDC, Sector Skill Councils and others on Skill related issues.  
7. RSETIs.  

**Training Division:**  
- NIRD&PR/SIRDS/ETCs/Other Training Institutions  
- DRDA Administration  
- CTARA Fellowship  
- PMRDF Revision.  

**Establishment & Genl. Admin**  
[Files to be submitted to SRD, as per the Channel of Submission] | 1. Shri Ram Chandra, DS (Admin)  
2. Shri Santosh Kumar Tiwari, Joint Director (Skills)  
3. Shri Pradeep Kumar, DS (Trg) | DDG (RH) |
| 7.     | Shri Gaya Prasad, DDG (RH) | 1. Rural Housing including IAY & PMAY (G)  
2. Convergence with related schemes such as NBA, RGGVY, RSBY etc  
3. HUDCO matters  
4. Nodal for FRA  
5. Coord. For Bharat Nirman (incl Rural Electrification / RGGVY)  

[Files to be submitted to SRD, as per the Channel of Submission] | 1. Shri Shakti Kant Singh, DS  
2. Shri Ashish Shinde, JD  
3. Ms. Reena Nagar, DS | JS (Admn) |
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<td>8.</td>
<td>Shri Amit Kataria (JS-RE)</td>
<td>1. MGNREGA and State Funds and Labour Budgets for earmarked States.</td>
<td>1. Shri Dharmvir Jha,</td>
<td>JS(Admn.)</td>
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<td></td>
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<td>2. Capacity Building for Rural Employment Programme/LIFE Project.</td>
<td>Director</td>
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<td>3. Grievance Redressal system for MGNREGA.</td>
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<td>4. Convergence with other related Schemes such as NBA, Sericulture, PMGSY,</td>
<td>2. Shri Sanjay Kumar,</td>
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<td>PMKSY, and schemes related to M/o Drinking Water &amp; Sanitation and</td>
<td>Director</td>
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<td>Watersheds etc., D/o Agriculture, D/o Land Resources, M/o Water Resources.</td>
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<td>5. BFT/CFT.</td>
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<td>6. Nodal for PMKSY.</td>
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<td>7. Nodal for Rejuvenation of Rivers through MGNREGA.</td>
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<td>8. Nodal for Aspirational Districts.</td>
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<td>9. Interface with States/UTs</td>
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<td>10. Coordination for convergence with Ministries/Departments</td>
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<td>11. Convergence within MoRD.</td>
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<td>12. Coordination with NITI Aayog (for Aspirational Districts).</td>
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<td>13. Coordination for follow up on HR matters as per Sumit Bose Committee.</td>
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<td>14. Implementation of Economic Package announced under Atam Nirbhar Bharat</td>
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<td>15. Garib Kalyan RojgarYojna/Abhiyaan</td>
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<td>16. Coordination of Mission Utkarsh</td>
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<td>[Files to be submitted to SRD, as per the Channel of Submission]</td>
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<td>9.</td>
<td>Shri Amit Shukla, JS (RC)/ DG-NRIDA</td>
<td>1. RC Division/PMGSY/DG(NRIDA)</td>
<td>1. Shri Devinder Kumar,</td>
<td>JS(RE)</td>
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<td>2. Nodal for roads other than National Highways, including NABARD's RIDF</td>
<td>Director (RC)</td>
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<td>and World Bank/ADB projects in States.</td>
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<td>3. Nodal for IAP and present LWE areas/districts.</td>
<td>2. Shri K M Singh, Director</td>
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<td>4. Convergence for new technology use in PMGSY.</td>
<td>(RC)</td>
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<td>5. Coordination with Industry Bodies – CII, FICCI, ASSOCHAM</td>
<td>3. Shri Lalit Kumar,</td>
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<td>DS (RC)</td>
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2. NSAP  
5. All matters of M/o Labour & Empl.  
6. Nodal for Climate Change and Disaster Management and Coordination with M/o EF&CC.  
7. 20 – Point Programme.  
8. Socio Economic Census & BPL  
9. Convergence using SECC  
10. Social Registry  
11. CPGRAM, public grievances related to the Ministry, and its overall coordination with different divisions (the work at lower level to be allocated to Officer/Staff working under her)  
12. Grievance Redressal at Panchayat Level  
13. Coordination of VIP references with various divisions [Files to be submitted through CEA as per channel of submission] | Shri Suman Majumdar, DS(DISHA/NSAP) | JS(PPM/IC/IT) |
| 11.    | Ms Swati Sharma, JS (RL-II) | 1. Farm livelihood, MKSP, VCDC Centers, Organic Farming, Value Chain Development and Marketing.  
2. Non-Farm related issues under DAY-NRLM including SVEP and AGEIY.  
3. Farm and Non-Farm livelihood components of NRETP.  
4. SARAS, Aajeevika Melas and IITF etc.  
5. SGSY Special Projects.  
6. MIS  
7. All matters related to Financial Management and Procurement Management of NRLM and NRETP.  
8. All matters pertaining to NRPS under the supervision of AS(RL)  
9. AAPs and release of funds to all states other than NE States and Hilly States of Himachal Pradesh and Uttarakhand and UTs of J&K and Ladakh.  
10. Innovative Projects relating to Farm and Non- Farm Livelihood.  
13. IRMA  
14. KVIC, Textiles.  
15. MSME  
16. Parliament Questions related to above matters [Files to be submitted to SRD through AS(RL), as per existing channel of submission] | 1. Shri Raghvendra Pratap Singh, Director  
2. Ms Nivedita Prasad, DS (RL/RURBAN) | JS (RL-I) |
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| 12.    | Shri Abhishek Bhagotia, JS(PPM/IC/IT) | PPM Division  
1. PMO References.  
3. Compliance/ATR of Sectoral Group of Secretaries.  
4. Policy, Planning & Monitoring (PPM).  
5. Policy coordination including Cabinet and EFC Notes.  
6. Nodal for Coordination with M/o Tribal Affairs, Social Justice (except Disabilities), Minorities, W&CD, HRD and Health.  
7. SC/ST matters.  
8. Updated State Performance Reports Evaluations.  
10. State Briefs and Coordination.  
11. Gender Budgeting Cell.  
12. Research & Studies  
13. Economic Analysis & Evaluation of RD Schemes  
15. Coordination with NITI Aayog (Other than Aspirational Districts)  
17. Results Framework Document, Client/Citizen Charter  
18. Data &Monitoring related work of Poverty Free Gram |  
1. Shri Deepak Goel & Shri Sanjay K Pandey, DDG-NIC  
2. Shri S N Mishra, DS- PPM  
3. Ms Nivedita Prasad, Deputy Secretary (IC)  
4. Ms. Reena Nagar, DS(IT) | JS(GC/P) for PPM & IC related work  
JS(RC) for IT related work |
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   (i) Interface with States/UTs.  
   2. Coordination with MoPR reg. Rastriya Gram Swaraj Abhiyan (RGSA) Programme and GPDP.  
   3. Nodal for PRIs.  
   4. Ease of Living Survey.  
   5. EODB (Ease of Doing Business)  
   **SAGY**  
   [All above files to be submitted through ADG (Stats) as per channel of submission]  
   **NLM Division**  
   1. All data related work on Sustainable Development Goals (SDGs), Poverty etc.  
   2. Annual Plan approval of States.  
   3. Field Monitoring including NLMs, Area Officer Scheme  
   5. Statistical Information on MoRD  
   6. Social Audit  
   **[Files to be submitted through ADG (Stats) as per channel of submission]**  
   **GC/Parliament**  
   i. Nomination of Officers for meeting held by Other Ministries/Departments  
   ii. Nomination of Nodal Officers from MoRD on various subjects as requested by other Ministries/Departments  
   iii. Collection/Coordination of information sought by Parliament /Parliament Committees  
   iv. Meetings of MRD/MoS (RD)/SRD related to review of RD Programmes within MoRD/States, Regional Meetings of MRD with States  
   v. E-Samiksha  
   **[Files to be submitted through CEA as per channel of submission]**  
   **IEC**  
   **[Files to be submitted to SRD as per channel of submission]**  
   **Follow up and Minutes of the Senior Officers’ meeting**  
   **[Files to be submitted to SRD]** | 1. Shri Yash Pal, Director (SAGY/MA)  
   2. Shri Ramavtar Meena (NLM/IEC)  
   3. Shri Ram Chandra (GC/P) | EA (RD) for SAGY/MA/GC(P)  
   JS (RC) for NLM works  
   JS(Admin) for IEC works |