OFFICE ORDER

Consequent upon relieving of Shri Rohit Kumar, Joint Secretary and joining of Shri Charanjit Singh as Addl. Secretary & Shri Naveen Kumar Shah as Joint Secretary in Department of Rural Development, the revised work allocation among the officers at the level of Joint Secretary & Additional Secretary, as in annexure, is issued with immediate effect and until further orders.

2. This issues with the approval of Secretary (RD).

Distribution:
1. PS to Hon'ble MRD
2. PS to Hon'ble MoS (RD)
3. Sr. PPS to SRD
4. PPS to AS&FA/PPS to AS(RD)/PPS to AS (RL)/PPS to ADG (Stats)/PPS to CEA
5. PPSs/PSs of all Joint Secretary level Officers.
6. PSs/Pas to all DS/Dir. Level Officers
7. NIC (rural-dord@nic.in)/US(IT)
8. General Section/Estt.II/Library/Vigilance Desk/IEC/RTI/GC(P)
9. All other Officers/Sections in the Department
10. Office Order Folder

(R.D. Diwakar)
Under Secretary (Estt.)
Work Allocation among AS&FA, AS & JS Level Officers along with Director/DS Level Officers

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Incumbent</th>
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<th>Reporting officers</th>
<th>Link Officer</th>
</tr>
</thead>
</table>
| 1.      | Ms Leena Johri, AS&FA | 1. All responsibilities of AS&FA.  
          2. Facilitation of PFMS based systems.  
          4. Nodal for Internal Audit. | 1. Dr Suparna S Pachouri, JS(in-situ)  
          2. Shri Jagdish Kumar, JD  
          3. Shri Mam Chand, Director.  
          4. Shri Ramji Pandey, DS | |
| 2.      | Dr Ashish Kumar Goel  
          Additional Secretary | 1. RC Division  
          i. PMGSY/ DG-NRIDA  
          ii. Nodal for roads other than National Highways, including NABARD’s RIDF and World Bank/ADB projects in States.  
          iii. Nodal for IAP and present LWE areas/districts.  
          iv. Convergence for new technology use in PMGSY.  
          v. Coordination with Industry Bodies – CII, FICCI, ASSOCHAM  
          2. CVO  
          3. RTI.  
          4. All files of RH Division  
          5. All files related to S. No. 1 to 3 of work distribution of JS - PPM  
          6. All files of IT Division  
          7. All files related to Establishment & Admin.  
          8. All files of IEC | 1. Shri Gaya Prasad, DDG-RH  
          2. Shri Amit Kataria, JS (IT)  
          3. Shri Karma Zimpa Bhutia, JS (Admin/ IEC)  
          4. Ms. Smriti Sharan, JS (PPM)  
          5. Shri Naveen Kumar Shah, JS  
          6. Smt Madhuri Sharma, DDG-NIC  
          7. Shri Devinder Kumar, Director (RC)  
          8. Shri K M Singh, DS (RC)  
          9. Shri Lalit Kumar, DS (RC & Vigilance) | JS (RE) in respect of RC Division only.  
For other Divisions, the files to be marked directly to SRD. |

[All files to be submitted to SRD].

Work Distribution Dated 19/05/2022
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</table>
2. Non-Farm related issues under DAY-NRLM including SVEP and AGEY.  
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 NRLPS including the charge of CEO and MD, DAY-NRLM  
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  
17. All matters related to Sl No. 5-7 of the work distribution relating to JS(RL)  
[All files to be submitted to SRD] | 1. Shri Raghvendra Pratap Singh, Director (RL)  
2. Shri Dinesh Kumar, DS (RL)  
3. Shri H R Meena, DS(RL) | AS(RD) |
| 4.    | Shri Mitter Sain, Additional Director General (Stats) [ADG-Stats] | All files of related to Serial No 2 to 13 of work distribution of JS (SAGY/NLM/MA).  
[All files to be submitted to SRD] | 1. Shri Naveen Kumar Shah JS (SAGY/NLM/MA) | CEA |

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</table>
2. All files (related to s. no. 1 to 13) of work distribution of EA(RD)  
3. All files related to S.No. 4 to 17 of work distribution of JS (PPM)  
4. All files of GC/Parliament [All files to be submitted to SRD] | 1. Ms Kalyani Mishra, EA (RD).  
2. Ms. Smriti Sharan, JS (PPM)  
3. Shri Biswajit Banerjee, JS (GC/P) | ADG (Stats) |
<table>
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**IT Division**

17. Work related to Advisory Group on IT.<br>18. Member Secretary of the Advisory Group On IT.<br>19. Technology Development Board and Other R&D Matters and Coordination with M/o Space & Technology<br>20. IT Systems – all aspects.<br>(Oversight on all IT/Space Technology initiatives of Divisions. IT/DBT, Digital Payments, and Rural Development website )<br>21. Coordination with Meity and NIC<br>22. Data Analytics of RD Programmes.<br>[Files 17 to 22 to be submitted through AS(RD)]
<table>
<thead>
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<tbody>
<tr>
<td>7.</td>
<td>Shri Biswajit Banerjee Joint Secretary [GC/RURBAN/IC]</td>
<td>1. RURBAN 2. Data &amp; Monitoring related work of Poverty Free Gram 3. IC Division</td>
<td>1. Ms Nivedita Prasad, Deputy Secretary (RURBAN/IC) 2. Dr Manik Chandra Pandit, Director (GC/Parli)</td>
<td>JS (PPM)</td>
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<td>[All Files to be submitted to SRD]</td>
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<td></td>
<td>4. GC/Parliament  - Nomination of Officers for meeting held by Other Ministries/Departments  - Nomination of Nodal Officers from MoRD on various subjects as requested by other Ministries/Departments  - Collection/Coordination of information sought by Parliament/Parliament Committees  - Meetings of MRD/MoS (RD)/SRD related to review of RD Programmes within MoRD/States, Regional Meetings of MRD with States</td>
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<td>5. E-Samiksha</td>
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<td>[Files for S. No. 4 to 5 to be submitted through CEA]</td>
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</table>
| 8.    | Ms Nita Kejrewal | 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 UTs 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.  
[All files to be submitted to SRD except for those involving Sl 5-7, which will be through AS(RL)] | 1. Shri Raghvendra Pratap Singh, Director-RL  
2. Shri Dinesh Kumar, DS (RL)  
3. Shri H R Meena, DS (RL) | AS(RL) |
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[All Files to be submitted through CEA]

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</table>
| 10.    | 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)  
[All files to be submitted through AS-RD] | 1. Dr Manashvi Kumar, Director  
2. Shri Shailesh Kumar, DS. | JS (Admin) |
| 11.    | Shri Karma Zimpa Bhutia, JS (RS/Trg/Admin/IEC) | 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.  
8. Training Division:  
   i. NIRD&PR/SIRDS/ETCs/other Institutions  
   ii. DRDA Administration  
   iii. CTARA Fellowship  
   iv. PMRDF Revision.  
[Files 1 to 8 to be submitted to SRD] | 1. Dr Manik Chandra Pandit, Director (Admin)  
2. Shri Virendra Sharma, Director (IEC/Skills)  
3. Shri Dinesh Kumar, DS (Training/Skills) | DDG (RH) |
| 9. Establishment & Genl. Admin  
10. IEC | [Files for S. No. 9 to 10 to be submitted through AS-RD] | | | |
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</table>
| 12     | Ms Smriti Sharan, JS - PPM   | 1. PMO References.  
2. Performance Review Committee (PRC/Common Review Mission(CRM)).  
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 Ayog (Other than Aspirational Districts)  
17. Results Framework Document, Client/Citizen Charter | 1. Shri S N Mishra, DS- PPM | JS (RURBAN)                        |

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| 13.    | Shri Naveen Kumar Shah, JS       | 1. Follow up and Minutes of the Senior Officers’ meeting  
2. All data related work on Sustainable Development Goals (SDGs), Poverty etc.  
3. Annual Plan approval of States.  
4. Field Monitoring including NLMs, Area Officer Scheme  
6. Statistical Information on MoRD  
7. SAGY  
8. Social Audit  
(i) Interface with States/UTs.  
10. Coordination with MoPR reg. Rastrriya Gram Swaraj Abhiyan (RGSA) Programme and GPDP.  
11. Nodal for PRIs.  
12. Ease of Living Survey.  
13. EODB (Ease of Doing Business)  

[Files 2 to 13 to be submitted to ADG (Stats)] | 1. Director/DS (SAGY)  
2. Shri S.N. Mishra, DS (MA) | EA (RD) |

Work Distribution Dated 19/05/2022