

MINISTRY OF HEAVY INDUSTRIES & PUBLIC ENTERPRISES
DEPARTMENT OF HEAVY INDUSTRY

MINISTER: SHRI ANANT G GEETE

MINISTER OF STATE: SHRI BABUL SUPRIYO

SECRETARY: DR. A.R. SIHAG

WORK ALLOCATION AMONGST OFFICERS
(EXCLUDING TECHNICAL OFFICERS)

As on 01.04.2018

A. Allocation of Work between Hon'ble Minister & MoS (HI&PE)

All matters except those listed below at Para - 1 & 2 shall be submitted to the Minister (HI&PE) through MoS (HI&PE).

1. The following matters will be disposed of at the level of Minister of State (HI&PE):
 - a) All matters relating to:
 - Unstarred Questions
 - Assurances (Fulfilment/Extension of time, Request for dropping the Assurance)
 - Special Mentions
 - Laying of Annual Reports/Rules/Regulations, etc.
 - Authentication of Papers
 - b) Matters relating to Official Language Policy Implementation except chairing the meeting of Hindi Advisory Committee of the Ministry
 - c) VIP References addressed to the MoS
 - d) All matters related to BHEL Electrical Machines Ltd., Hoogly Printing Co. Ltd., Hindustan Salts Ltd., Sambhar Salts Ltd., Hindustan Cables Ltd., Hindustan Photo Films, Instrumentation Ltd., Triveni Structurals Ltd., Tungabhadra Steel Products Ltd., Tyre Corpn. of India Ltd., HMT Bearings Ltd., HMT Chinar Watches Ltd., HMT Watches Ltd.
2. The following matters will be submitted directly to the Minister (HI&PE):
 - a) Starred Questions
 - b) Calling Attention Motion
 - c) VIP References addressed to the Minister
 - d) Establishment and Vigilance matters relating to Joint Secretary level and above in Ministry / Subordinate Organizations / Autonomous Bodies and Board level Officers in CPSUs.
 - e) Any urgent/immediate matter

B. The Charge of SS & FA (Dr. Subhash Chandra Pandey)

| S.No. | Section/Desk | CPSEs/Items of Work | US/DO/SO/DS | DS/DIR/Equivalent |
|-------|--------------|---------------------|---|-------------------|
| 1. | Finance | --- | Shri S.K.Saxena, US Shri Kulvinder Singh, US | DS (AMM) |
| 2. | B&A | --- | Smt. Ved Jyoti, US | DS(VK) - CCA(SS) |

▲All files related to restructuring/closing/funding/alienation of assets of CPSEs would be routed through AS&FA for consideration of SHI.

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C. The Charge of Joint Secretary (Shri N. Sivanand)

| S.No | Section/Desk | CPSEs/Items of Work | US/DO/SO/AO | DS/DIR/ Equivalent |
|------|----------------------------|--------------------------|--|-----------------------|
| 1 | PE.VII | NEPA, HNL, HPCL | Smt Alka Tewari, US Shri Shravan Kumar, SO | Dir (RP) |
| 2 | PE.XII | CCI, BLC, TAFCO | Smt Alka Tewari, US | Dir (RP) |
| 3 | HE&MT Skill Development | | Shri Sanjiv Kumar Gupta, US Shri A. Muthukrishnan, Consultant | Dir (RP) |
| 4 | IT Cell | --- | Shri Sanjiv Kumar Gupta, US Shri Manas Kumar Pandit, Consultant | DS (RP) |
| 5 | PE.VIII | FCRI, ILK, REIL | Shri Harihar Shukla, US Shri Kailash Chand, Consultant | DS (PG) |
| 6 | PE.V | HSL, SSL, CCIL, NBCIL | Shri Harihar Shukla, US Shri B.S. Ahluwalia, Consultant | DS (PG) |
| 7 | TSW | NIDC and EPIL | Shri Harihar Shukla, US Shri Yograj Sharma, Consultant | DS (PG) |

D. The Charge of Joint Secretary (Shri Bhaskar Jyoti Mahanta)

| S.No | Section/Desk | CPSEs/Items of Work | US/DO/SO/AO | DS/DIR/ Equivalent |
|------|---|---|---|-----------------------|
| 1 | PG Cell | - | Shri Kumar Diwakar Singh Smt Bimla Dass, SO | Dir (VPS) |
| 2 | PE. XI | BHEL, NBPPL, BHPV, ECCO, HEI | Shri Kumar Diwakar Singh Smt Bira Gosain, SO | Dir (VPS) |
| 3 | PE.I | AYCL, RIC, NIL | Shri Kumar Diwakar Singh | Dir (VPS) |
| 4 | PE. IV | BPCL | Shri Ghanshyam Thakur, US Shri S.S. Negi, Consultant | Dir (VPS) |
| 5 | PE. IV | R&C, B&R | Shri M. Subramaniam US Shri S.S. Negi, Consultant | DS (VPS) |
| 6 | Coordination | Coordination of Disinvestment of units | Shri Ghanshyam Thakur, US | DS (VPS) |
| 7 | Coordination | Coordination of Closure of units | Shri M. Subramaniam, US | DS (VPS) |
| 8 | Coordination | - | Shri Dinesh Pal Singh, US | DS (AK) |
| 9 | SC/ST Cell, RTI Cell | - | Shri Ghanshyam Thakur, US | DS (AK) |
| 10 | Monitoring of Court Cases (except Auto) | - | Shri Ghanshyam Thakur, US | DS (AK) |
| 11 | E-Sameeksha | | Shri Kumar Diwakar Singh Shri Tapas Dey, SO | DS (AK) |

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E. The Charge of Joint Secretary (Shri Visvajit Sahay)

| S.No | Section/Desk | PSEs/Items of Work | US/DO/SO/AO | DS/DIR/ Equivalent |
|------|-----------------------------------|---|--|-----------------------|
| 1 | PE. VI | TCIL, SIL | Shri B.P.Satapathy, US Shri Sudhir Lakra, SO | Dir (SKS) |
| 2 | PE. III | BBJ, HPF | Shri Inderjeet Singh, US Shri Durga Prasad, consultant | Dir (SKS) |
| 3 | Vigilance | --- | Smt. Ved Jyoti, US (addl. charge) | Dir (VPS) |
| 4 | NATIS Cell | NATRiP/NAB | Shri B.P. Satapathy, US Shri S.P. Sharma, Consultant | Dir (PLA) |
| 5 | Auto Engineering Industries (AEI) | (Electric Mobility, Officer in-charge of DBT, Court cases of Auto Sector) | Shri Ajay Kumar Gaur, US Shri Thang Lian Lal, SO | Dir (PLA) |
| 6 | Auto Engineering Industries (AEI) | (Other than Electric Mobility, officer in-charge of DBT, Court Cases of Auto Sector), All Auto Policy Matters | Smt. Simmi Narnaulia, US Shri Thang Lian Lal, SO | Dir (PLA) |
| 7 | Hindi | --- | Shri Rajinder Bali, AD (OL) | Dir (MZH) |
| 8 | PE. X | HMT, PTL | Shri Inder Jeet Singh, US Shri Babu Lal Meena, SO | Dir (MZH) |
| 9 | O&M Cell Training | --- | Shri Inder Jeet Singh, US Smt. Bimla Dass, SO | Dir (MZH) |
| 10 | Parliament | --- | Shri Inder Jeet Singh, US Shri Parvesh Gupta, Parliament Asstt. | Dir (MZH) |
| 11 | PE. V | HEC | Smt. Ved Jyoti, US Shri B.S. Ahluwalia, Consultant | Dir (MZH) |
| 12 | Administration | --- | Shri S.K. Saxena, US Shri P.K. Uniyal, SO | DS (VK) |
| 13 | General Administration | (Includes Swachhta Abhiyan) | Shri S.K. Saxena, US Shri P.K. Uniyal, SO | DS (VK) |
| 14 | Cash | --- | Shri S.K Saxena, US Shri Ashma Singh, SO | DS (VK) |
| 15 | International Cooperation | --- | Shri S.K. Saxena, US | DS (VK) |

F. The Charge of Economic Adviser (Shri A.K. Panda)

| S.No | Section/Desk | PSEs | US/DO/SO/AO | DS/DIR/ Equivalent |
|------|---|------------------------|--|-----------------------|
| 1. | TSW (Annual Report, Annual Plan & Annual Action Plan, Formulation of vision & strategy beyond 12 th five year plan) | (Excluding NIDC & EPI) | Shri L.C. Ram, US Shri Yog Raj Sharma, Consultant | DS (BG) |
| 2. | PE. II | BOGL, MAMC, HCL | Shri L.C. Ram, US Shri Yog Raj Sharma, Consultant | DS (BG) |
| 3. | PE. IV | BYNL, TSL, TSPL | Shri L.C. Ram, US Shri Durga Prasad, Consultant | DS (BG) |
| 4. | GST Facilitation Cell | -- | Shri L.C. Ram, US | DS (BG) |

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EA shall also provide advice on:

- 1) All economic issues concerning the Department of Heavy Industry.
- 2) Cabinet Notes / Policy Papers / Discussion Papers / Proposals to Government Departments / Miscellaneous items.
- 3) Formulation of Schemes in the Sectors administered by DHI.

Shri A.K. Panda, Economic Adviser will directly report to Secretary (Heavy Industry) in respect of the work allocated to him.

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Link Arrangement as on 31.01.2018

(A) JOINT SECRETARY LEVEL

| Sl. No. | Name | Link Officer | 2 nd Link Officer |
|---------|----------------------|----------------------|------------------------------|
| 1. | Shri N. Sivanand | Shri B.J. Mahanta | Shri Vishvajit Sahay |
| 2. | Shri B.J. Mahanta | Shri N. Sivanand | Shri A.K. Panda |
| 3. | Shri Vishvajit Sahay | Shri B.J. Mahanta | Shri N. Sivanand |
| 4. | Shri A.K. Panda | Shri Vishvajit Sahay | Shri B.J. Mahanta |

(B) DIRECTOR/DY.SECRETARY LEVEL

| Name of Officer | Link Officer |
|-----------------|--------------|
| Dir (SKS) | Dir(PLA) |
| Dir (PLA) | Dir (SKS) |
| Dir (MZH) | DS (VK) |
| DS (VK) | Dir (MZH) |
| Dir (VPS) | DS (AK) |
| DS (AK) | Dir (VPS) |
| Dir (RP) | DS (PG) |
| DS (PG) | Dir (RP) |
| DS (BG) | DS (AMM) |
| DS (AMM) | DS (BG) |

(C) UNDER SECRETARY LEVEL

| Name of Under Secretary on leave/training etc. | Work allocated to |
|--|-------------------|
| US(HS) | US(SN) |
| US(AT) | US (BPS) |
| Vacant | US (KDS) |
| US (KDS) | Vacant |
| US (GT) | US(MS) |
| US(MS) | US (GT) |
| US(VJ) | US(SKS) |
| US(SKS) | US(VJ) |
| US(LCR) | US (SKG) |
| US (SKG) | US(LCR) |
| US (BPS) | US (HS) |
| US(SN) | US (AT) |
| US(KS) | US(DPS) |
| US(DPS) | US(KS) |
| US(AKG) | US(IJS) |
| US(IJS) | US(AKG) |

WORK DISTRIBUTION AMONGST TECHNICAL OFFICERS

1. Auto Engineering Industry(AEI)

| S.No. | Name | Designation | Reporting to |
|-------|------------------|-------------------------|--------------|
| 1 | Sh. N.L.Goswami | Sr. Development Officer | JS (VS) |
| 2 | Sh. R.K. Jaiswal | Development Officer | Dir (PLA) |

2. Heavy Engineering & Machine Tools (HE&MT)

| S.No. | Name | Designation | Reporting to |
|-------|--------------------|-------------------------|--------------|
| 1 | Sushil Lakra | Consultant | JS(NS) |
| 3 | Shri Sanjay Chavre | Sr. Development Officer | |

3. Heavy Electrical Industry (HEI)

| S.No. | Name | Designation | Reporting to |
|-------|------------------|---------------------|--------------|
| 1. | Shri K.K. Tiwari | Industrial Advisor | JS(BJM) |
| 2. | Shri B.C. Nayak | Development Officer | |

Link Arrangement among Technical Officers

| Name of Officer | Link Officer |
|-----------------|-----------------|
| IA (KKT) | Consultant (SL) |
| SDO (NLG) | SDO (SC) |
| SDO (SC) | SDO (NLG) |
| DO (RKJ) | DO (BCN) |
| DO (BCN) | DO (RKJ) |
