

**MINISTRY OF HEAVY INDUSTRIES & PUBLIC ENTERPRISES**  
**DEPARTMENT OF HEAVY INDUSTRY**

**MINISTER: SHRI ANANT G GEETE**

**MINISTER OF STATE: SHRI BABUL SUPRIYO**

**SECRETARY: SHRI GIRISH SHANKAR**

**WORK ALLOCATION AMONGST OFFICERS**  
**(EXCLUDING TECHNICAL OFFICERS)**

**As on 17.07.2017**

**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 AS & FA (Shri 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.IV	BYNL, TSL, TSPL	Smt. Alka Tewari, US Shri S.S. Negi, Consultant	Dir (RP)
2	PE.VIII	ILK, REIL, FCRI	Shri Harihar Shukla, US Shri Kailash Chand, Consultant	Dir (RP)
3	HE&MT Skill Development		Shri Sanjiv Kumar Gupta, US Shri A. Muthukrishnan, Consultant	Dir (RP)
4	IT Cell	---	Shri Ghanshyam Thakur, US Shri Manas Kr. Pandit, Consultant	DS (BG)
5	PE.IV	BPCL	Shri M. Subramanian, US Shri S.S. Negi, Consultant	DS (AK)
6	PE.V	CCIL, NBCIL	Shri Ghanshyam Thakur, US Shri B.S. Ahluwalia, Consultant	DS (AK)

**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	PE.I	AYCL, RIC, NIL	Shri Sanjiv Kumar Gupta, US Shri Rajendra Kumar, Consultant	Dir (SS)
2	PE.II	BOGL, MAMC, HCL	Shri L.C.Ram, US Shri B.R.Sharma, Consultant	Dir (SS)
3	PE.IV	B&R, R&C	Shri M. Subramanian, US Shri S.S. Negi, Consultant	DS (AK)
4	PE.VII	HPC, HNL, NEPA	Shri Kumar Diwakar Singh, US Shri Shravan Kumar, SO	DS (AK)
5	PE. XI	BHEL, NBPPL, BHPV, BEL, ECCO, HEI	Shri Kumar Diwakar Singh, US	Dir (VPS)
6	Coordination	---	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	Dir (SS)
7	Coordination	Coordination of Closure of units	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	Dir (VPS)
8	Coordination	Coordination of Disinvestment of units	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	DS (AK)
9	Coordination	Monitoring of Court Cases	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	DS (VK)
10	Coordination	E- Sameeksha	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	DS (AMM)
11	SC/ST Cell	---	Smt. Ved Jyoti, US Shri N.S. Rawat, Consultant	Dir (AKD)
12	PG Cell	---	Shri A.K. Gaur, US Smt. Bimla Das, SO	Dir (SS)
13	RTI Cell	---	Smt. Ved Jyoti, US Shri N.S. Rawat, Consultant	DS (PG)

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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	Auto Engineering Industries (AEI)	(Officer in-charge of DBT, Court Cases of Auto Sector)	Shri Ajay Kumar Gaur, US Shri Thang Lian Lal, SO	Dir (SKS)
2	Auto Engineering Industries (AEI)	(Electric Mobility)	Shri Ajay Kumar Gaur, US Shri Thang Lian Lal, SO	Dir (PLA)
3	Auto Engineering Industries (AEI)	(Except Electric Mobility, DBT, Court Cases of Auto Sector)	Smt. Simmi Narnaulia, US Shri Thang Lian Lal, SO	Dir (SKS)
4	NATIS Cell	NATRiP/NAB	Shri B.P. Satapathy, US Shri S.P. Sharma, Consultant	Dir (PLA)
5	Vigilance	---	Shri U.K. Mukherjee, US Smt. Bira Gosain, SO	DS (AMM)
6	TSW	NIDC, EPI	Smt. Alka Tewari, US Shri Yog Raj Sharma, Consultant	DS (PG)
7	IC Cell	---	Smt. Simmi Narnaulia, US Shri Manas Kr. Pandit, Consultant	Dir (SS)
8	PE.XII	CCI, BLC, TAFCO	Shri B.P. Satapathy, US Shri N.S. Rawat, Consultant	Dir (SKS)
9	Administration	---	Shri S.K. Saxena, US Shri P.K. Uniyal, SO	Dir (SS)
10	General Administration	---	Shri S.K. Saxena, US Shri P.K. Uniyal, SO	Dir (SS)
11	Cash	---	Shri S.K. Saxena, US Smt. Ashma Singh, SO	Dir (SS)
12	Parliament	---	Shri S.K. Saxena, US Shri B.S.Rautela, Consultant	DS (AMM)
13	Hindi	---	Shri Rajinder Bali, AD (OL) Shri Shiv Kumar Gaur, Consultant	Dir (SKS)
14	PE.V	HEC	Smt. Ved Jyoti, US Shri B.S. Ahluwalia, Consultant	Dir (VPS)
15	PE.X	HMT, PTL	Shri Inder Jeet Singh, US Shri Babu Lal Meena, SO	Dir (VPS)
16	O&M Cell	---	Shri M. Subramaniam, US Smt. Bimla Dass, SO	Dir (AKD)

**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)	-----	Shri L.C. Ram, US Shri Yog Raj Sharma, Consultant	DS (PG)
2.	PE.III	HPF	Shri Inder Jeet Singh, US Shri Durga Prasad, Consultant	Dir (AKD)
3.	PE.III	BBJ	Shri Inder Jeet Singh, US Shri Durga Prasad, Consultant	DS (PG)
4.	PE.VI	TCIL	Smt. Alka Tewari, US Shri Sudhir Lakra, SO	DS (BG)
5.	PE.VI	SIL	Smt. Alka Tewari, US Shri Sudhir Lakra, SO	DS (PG)
6.	PE.V	HSL, SSL	Shri Ghanshyam Thakur, US Shri B.S. Alluwahlia, Consultant	DS (BG)

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 17.07.2017

### (A) JOINT SECRETARY LEVEL

Sl. No.	Name	Link Officer	2 <sup>nd</sup> 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(SS)	DS (PG)
DS(PG)	DS (BG)
DS(BG)	Dir (SS)
Dir (PLA)	Dir (SKS)
Dir (SKS)	Dir (RP)
Dir (RP)	Dir (PLA)
Dir(VPS)	DS (AK)
DS(AK)	Dir (VPS)
DS (AMM)	DS (VK)
DS (VK)	DS (AMM)
Dir (AKD)	DS (BG)

### (C) UNDER SECRETARY LEVEL

Name of Under Secretary on leave/training etc.	Work allocated to
US(HS)	US(AT)
US(AT)	US(HS)
US(UKM)	US(KDS)
US (KDS)	US (UKM)
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(SN)
US(SN)	US (BPS)
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	Vacant	Industrial Advisor	<b>JS (VS)</b>
2	Shri Sanjay Chavre	Sr. Development Officer	
3	Sh. N.L.Goswami	Sr. Development Officer	
4	Sh. R.K. Jaiswal	Development Officer	

### 2. Heavy Engineering & Machine Tools (HE&MT)\*

S.No.	Name	Designation	Reporting to
1	Vacant	Industrial Advisor	<b>JS(NS)</b>
3	Shri Sanjay Chavre	Sr. Development Officer	
4	Sh. N.L. Goswami	Sr. Development Officer	
5	Sh. R.K. Jaiswal	Development Officer	

### 3. Heavy Electrical Industry (HEI) \*

S.No.	Name	Designation	Reporting to
1.	Shri K.K. Tiwari	Industrial Advisor	<b>JS(BJM)</b>
2.	Shri B.C. Nayak	Development Officer	

### 4. Technical Services Wing(B) – TSW(B) #

**References from DGFT for ratification of adhoc norms, Import of Restricted items.**

S.No.	Name	Designation	Reporting to
1.	Shri K.K. Tiwari	Industrial Advisor	<b>EA(AKP)</b>
2.	Vacant	Sr. Development Officer	
3.	Shri B.C. Nayak	Development Officer	

- Development council , working group and other councils, Project Import, Technology Collaboration and FDI and all related technical matters concerning to the sector.

# References from DGFT for ratification of ad-hoc norms, import of restricted items.

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