

MINISTRY OF HEAVY INDUSTRIES & PUBLIC ENTERPRISES
DEPARTMENT OF HEAVY INDUSTRY

MINISTER: SHRI ANANT G GEETE

MINISTER OF STATE: SHRI BABUL SUPRIYO

SECRETARY: DR. ASHA RAM SIHAG

WORK ALLOCATION AMONGST OFFICERS
(EXCLUDING TECHNICAL OFFICERS)

As on 31.12.2017

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.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 Shir 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 Shri B.S. Rautela, Consultant	Dir (VPS)
4	PE. IV	BPCL	Shri Ghanshyam Thakur, US Shri Yog Raj Sharma, Consultant	Dir (VPS)
5	PE. IV	R&C, B&R	Shri M. Subramaniam US Shri Yog Raj Sharma, Consultant	DS (VPS)
6	Coordination	Coordination of Disinvestment of units	Shri Ghanshyam Thakur, US Shri Tapas Dey, SO	DS (VPS)
7	Coordination	Coordination of Closure of units	Shri M. Subramaniam, US Shri Tapas Dey, SO	DS (VPS)
8	Coordination	-	Shri Dinesh Pal Singh, US Shri Tapas Dey, SO	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 Goel, consultant	Dir (SKS)
3	Vigilance	---	Smt. Ved Jyoti, US (addl. charge)	Dir (VPS)
4	NATIS Cell	NATRiP/NAB	Shri B.P. Satapathy, US	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 Shri M.K. Pandit, Consultant	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)

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 22.12.2017

(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 (VPS)
Dir (VPS)	Dir (SKS)
DS (VK)	DS (AMM)
DS (AMM)	DS (VK)
Dir (VPS) [additional charge]	Dir (AKD)
Dir (AKD)	DS (AK)
DS (AK)	Dir (VPS) [additional charge]
DS (RP)	DS (PG)
DS (PG)	DS (BG)
DS (BG)	Dir (RP)

(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	

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)
