No.A-60011/02/2019-Estt.I
Government of India
Ministry of Rural Development
Department of Rural Development

Krishi Bhavan, New Delhi
Dated the 21st May, 2024

OFFICE ORDER

Consequent upon relieving of three Joint Secretary level officers and joining of one Joint Secretary, the allocation of work among Sr. Officers have been revised, as at Annexure, with immediate effect and until further orders.

2. Further, the work of NLM Division at DS level, which is presently allocated to Shri Ramavtar Meena, Dy. Secretary is now allocated to Ms. Pinky Sawariya, Joint Director, in addition to her present assignment of Stats Cell and RURBAN.

3. This issues with the approval of Secretary (Rural Development).

(R.D. Diwakar)
Under Secretary (Estt.)

Distribution:

1. PS to Hon'ble MRD/PS to Hon'ble MoS (RD)
2. PSO to Secretary (RD)
3. PPS to AS (RL) / PPS to AS (RD)/PPS to CEA/PPS to ADG (Stats)
4. PPSs/PS to all Joint Secretary level Officers
5. PS/PA to all Director/Deputy Secretary level Officers
6. US (IT)/NIC(rural@nic.in)
7. General Section /Estt.II/Library/NIC/Vigilance Desk/IEC/RTI/GC
8. All other Officers/Sections in the Ministry
9. Office Order Folder
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Incumbent</th>
<th>Job Profile</th>
<th>Reporting officers</th>
<th>Link Officer</th>
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</thead>
</table>
| 1      | Ms. Caralyn Khongwar Deshmukh, AS (RD) | PPM Division:  
1. PMO References.  
2. Performance Review Committee (PRC/Common Review Mission (CRM)).  
3. Policy, Planning & Monitoring (PPM).  
4. Policy coordination including Cabinet and EFC Notes.  
5. Nodal for Coordination with M/o Tribal Affairs, Social Justice (except Disabilities), Minorities, W&CD, HRD and Health.  
6. SC/ST matters.  
7. Updated State Performance Reports Evaluations.  
8. State/UT profiles for major RD schemes/ issues.  
10. Gender Budgeting Cell.  
11. Research & Studies  
12. Economic Analysis & Evaluation of RD Schemes  
14. Coordination with NITI Aayog (Other than Aspirational Districts)  
15. Departmental Action Plans/  
16. Vision Document  
17. Results Framework Document, Client/Citizen Charter  
18. Data &Monitoring related work of Poverty Free Gram | 1. Shri S. N. Mishra, DS(PPM)  
2. Shri Pradeep Kumar, DS(Trg.)  
3. Shri Santosh Kumar Tiwari, Director (Skills) | AS(RL) |

Training Division: -  
- NIRD&PR/SIRDs/ETCs/other Training Institutions  
- DRDA Administration  
- CTARA Fellowship  
- PMRDF Revision.
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<tr>
<th></th>
<th>Skills Division:</th>
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<tbody>
<tr>
<td></td>
<td>2. Coordination and Monitoring of Himayat and other J&amp;K specific programmes.</td>
<td>2.</td>
<td>Ms. Swati Sharma, JS (RL-II)</td>
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<td>3. DDUGKY.</td>
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<td>AS(RD)</td>
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<td>4. SGSY - Special Project.</td>
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<td>5. Nodal for coordination with National and State Skills Mission, MSDE, MSME, MoL&amp;E</td>
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<td>6. NSDA, NSDC, Sector Skill Councils and others on Skill related issues.</td>
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<td>7. RSETIs.</td>
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<td>[All files to be submitted to SRD as per Channel of Submission]</td>
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<td>3</td>
<td>Shri Charanjit Singh, [AS-RL]</td>
<td>1.</td>
<td>Ms. Pinky Sawariya, JD (Stats//NLM/RURBAN)</td>
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<td>1 CEO-NRLPS</td>
<td>2.</td>
<td>Shri Yash Pal, Director (SAGY/MA)</td>
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<td></td>
<td>2. All matters related to the work distribution relating to JS(RL-I) &amp; JS (RL-II)</td>
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<td>[All files to be submitted to SRD as per Channel of Submission]</td>
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<td>Stats. Cell:</td>
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<td></td>
<td>1. Annual Plan approval of States.</td>
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<td>3. Statistical Information on MoRD.</td>
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<td>NLM Division:</td>
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<td>1. Field Monitoring including NLMs, Area Officer Scheme</td>
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<td>2. Social Audit</td>
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**Mission Antyodaya:**

1. Poverty Free India by 2022.
   (i) Interface with States/UTs.
   (iii) All data related work on Sustainable Development Goals (SDGs), Poverty etc.

2. Coordination with MoPR reg. Rastriya Gram SwarajAbhiyan (RGSA) Programme and GPDP.
3. Nodal for PRIs.
4. Ease of Living Survey.
5. EODB (Ease of Doing Business)

*[All files to be submitted to SRD as per Channel of Submission]*

| 4 | Shri Kuntal Sensarma  
        2. All files of work distribution of EA(RD) | Ms Kalyani Mishra, EA (RD)  
ADG (Stats) |

*[All files to be submitted to SRD as per Channel of Submission]*

| 5 | 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 |
| 6 | Shri Amit Kataria (JS-RE)& CVO | **RE (MGNREGA) Division:**
1. State Funds and Labour Budgets for earmarked States.
2. Capacity Building for Rural Employment Programme/LIFE Project.
3. Grievance Redressal system for MGNREGA.
4. Convergence with other related Schemes such as NBA, Sericulture, PMGSY, PMKSY, and schemes related to M/o Drinking Water & Sanitation and Watersheds etc., D/o Agriculture, D/o Land Resources, M/o Water Resources.
5. BFT/CFT.
6. Nodal for PMKSY.
7. Nodal for Rejuvenation of Rivers through MGNREGA.
8. Nodal for Aspirational Districts.
9. Interface with States/UTs
10. Coordination for convergence with Ministries/Departments
11. Convergence within MoRD.
12. Coordination with NITI Aayog (for Aspirational Districts).
13. Coordination for follow up on HR matters as per Sumit Bose Committee.
4. Implementation of Economic Package announced under Atam Nirbhar Bharat
15. Garib Kalyan Rojgar Yojna/Abhiyaan
16. Coordination of Mission Utkarsh

**Chief Vigilance Officer (Part time)**

[All files to be submitted to SRD as per Channel of Submission]

<p>| 1. | Ms. Aditi Singh, Director |
| 2. | Shri Sanjay Kumar, DS |
| 3. | Shri Suman Majumdar, DS |
| 4. | Shri Ashish Gupta, DS |
| 5. | Shri Lalit Kumar, DS (Vig./IC/IT) |</p>
<table>
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<tr>
<th>Shri Amit Shukla, JS (RC/IT)/ DG-NRIDA</th>
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<td><strong>RC (PMGSY) Division including:</strong></td>
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| 1. Nodal for roads other than National Highways, including NABARD's RIDF and World Bank/ADB projects in States.  
2. Nodal for IAP and present LWE areas/districts.  
3. Convergence for new technology use in PMGSY.  
4. Coordination with Industry Bodies – CII, FICCI, ASSOCHAM |
| **IT Division:** |
| 1. Work related to Advisory Group on IT.  
2. Member Secretary of the Advisory Group On IT.  
3. Technology Development Board and Other R&D Matters and Coordination with M/o Space & Technology.  
4. IT Systems – all aspects. (Oversight on all IT/Space Technology initiatives of Divisions. IT/DBT, Digital Payments, and Rural Development website)  
5. Coordination with Meity and NIC  
6. Data Analytics of RD Programmes. |

[All Files to be submitted to SRD as per Channel of Submission]
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<tr>
<th>No.</th>
<th>Name</th>
<th>Responsibilities</th>
<th>Signatory</th>
<th>Notes</th>
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<tr>
<td>8</td>
<td>Ms. Kalyani Mishra</td>
<td><strong>DISHA:</strong> Monitoring and follow up with States/Departments - Monitoring formats - Dashboard for MPs.</td>
<td>Shri Umesh Kumar Ram, JD(DISHA/NSAP)</td>
<td>File to be submitted directly to CEA in her absence</td>
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<td><strong>NSAP:</strong></td>
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<td>1. Knowledge Centre for Disabilities.</td>
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<td>2. Coordination with M/o Social Justice (for Disabilities).</td>
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<td>3. All matters of M/o Labour &amp; Empl.</td>
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<td>4. Nodal for Climate Change and Disaster Management and</td>
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<td>Coordination with M/o EF&amp;CC.</td>
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<td>5. 20 – Point Programme.</td>
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<td>6. <strong>Socio Economic Census &amp; BPL</strong></td>
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<td>7. Convergence using SECC</td>
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<td>8. Social Registry</td>
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<td>9. 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)</td>
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<td>10. Grievance Redressal at Panchayat Level</td>
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<td>11. Coordination of VIP references with various divisions</td>
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<td>9</td>
<td>Shri Gaya Prasad, DDG (RH/IEC)</td>
<td><strong>Rural Housing Division:</strong> 1. Rural Housing including IAY &amp; PMAY (G).</td>
<td>1. Shri Shakti Kant Singh, Director</td>
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<td></td>
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<td>2. Convergence with related schemes such as NBA, RGGVY, RSBY etc</td>
<td>2. Shri Ashish Shinde, JD</td>
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<td>3. HUDCO matters</td>
<td>3. Ms. Reena Nagar, DS</td>
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<td>4. Nodal for FRA</td>
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<td>5. Coord. For Bharat Nirman (incl Rural Electrification / RGGVY)</td>
<td>4. Shri Ramavtar Meena (IEC/RTI/Lib.)</td>
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<td><strong>IEC/RTI/Library</strong></td>
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| 10 | Ms Smriti Sharan, JS (RL-I) | 1. RL Division for the following work:-
2. IB, CG, SI, SD, HR and PRI-CBO convergence under DAY-NRLM, including matters related to DFS and NABARD
3. IB, SD and FI components of NRETP
4. Financial Inclusion related issues under DAY- NRLM including matters related to DFS and NABARD.
5. Innovative Projects relating to IB, SI, SD and FI
6. M&E
7. Coordination for Programmes- AAPs and Release of funds to NE States and Hilly States of Himachal Pradesh and Uttarakhand and UTs of J&amp;K and Ladakh.
8. All Coordination and miscellaneous matters of RL Division.
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&amp;K specific program.

| 1. Ms. Nivedita Prasad, DS (RL) | JS (RL-II) |

[All files to be submitted to SRD through AS(RL) as per Channel of Submission]

Compliance/ATR of Sectoral Group of Secretaries

[All files to be submitted to SRD as per Channel of Submission]
| 11 | Ms Swati Sharma, JS (RL-II) | **RL Division for the following work:**
1. Farm livelihood, MKSP, VCDC Centers, Organic Farming, Value Chain Development and Marketing.
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 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

[All files submitted to SRD through AS (RL) as per channel of submission] |

| 12 | Shri Lal Chhandama, JS(Admin/GC(P)/ IC/SAGY/RURBAN) | **Establishment and General Administration**

**GC/Parliament:**
1. Nomination of Officers for meeting held by Other Ministries/Departments
2. Nomination of Nodal Officers from MoRD on various subjects as requested by other Ministries/Departments
3. Collection/Coordination of information sought by Parliament/Parliament Committees |

|  | 1. Ms. Aditi Singh, Director-For Sakhi App Lok OS related work. |
1. JS (RL-I) |

|  | 2. Ms. Rajeshwari S Mallegowda, Dir (RL) |

|  | 1. Shri Ram Chandra, DS(Admin/GC(P)) |
2. DDG(RH/IEC) |

|  | 2. Shri Lalit Kumar, DS(IC/IT/V(g.)) |

|  | 3. Shri Yash Pal, Dir(SAGY/MA) |
| 4. Meetings of MRD/MoS (RD)/SRD related to review of RD Programmes within MoRD/States, Regional Meetings of MRD with States  
5. E-Samiksha  

**IC Division**

**SAGY:**

(i) Work related to Vibrant Villages
(ii) Follow up and Minutes of the Senior Officers’ meeting

**RURBAN**

[All Files to be submitted to SRD as per Channel of Submission]