

S. No.	Name of the Officer	Allocation of Work
1	Shri S.K. Dev Verman, Joint Secretary	<ul style="list-style-type: none"> ● General Administration ● Establishment ● USTTAD, Nai Manzil ● DBT Coordination ● e-Office ● Website ● Coordination & Parliament, NMDFC ● Research & Monitoring including Publicity (including Media) ● Scholarship (Pre-Matric, Post-Matric and Merit-cum-Means)
2	Shri Jan-e-Alam, Joint Secretary	<ul style="list-style-type: none"> ● Haj ● Waqf matters ● State Waqf Boards ● NAWADCO ● Central Waqf Council ● Dargah Committee ● Islamic Banking ● Notification of Minorities etc. ● CVO & Vigilance ● Maulana Azad Education Foundation (MAEF) including reconstruction of heritage building of MAEF at Delhi by NBCC
3	Shri K.C. Samaria, Joint Secretary	<ul style="list-style-type: none"> ● PM's 15 Point Programme, Sachar Committee Report ● Equal Opportunity Commission ● Hamari Dharohar ● Annual Reports ● Official Language ● Planning ● Annual Plan ● Budget ● Grants ● IFD ● RFD ● NCLM ● NCM ● MsDP

4	Shri Mukat Singh, Deputy Director General	<ul style="list-style-type: none"> • All work relating to compilation of reports and data on Minorities • Compilation of a comprehensive statistical Handbook on Minorities • Any other work concerning submission of reports to Niti Aayog and M/o Statistics & Programme Implementation on Minority statistics such as population, education levels etc. by consolidating the same from different Divisions. • Seekho aur Kamao • MANA S • Gender Cell • Nai Roshni • Free Coaching & Allied (Naya Savera, Nai Udaan, Padho Pradesh) • MANF • Jiyo Parsi
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