

Name of the Officer	Work Allocated
Shri S.K. Dev Verma, Additional Secretary	<ul style="list-style-type: none"> • Seekho aur Kamao • USTTAD • Nai Manzil • Media and Research • PMJVK (MsDP) • Establishment • Genl. Admn • Website • Helpline • e-Office
Ms. Niva Singh, Joint Secretary	<ul style="list-style-type: none"> • Scholarship Schemes • Free Coaching • Nai Udaan • Naya Savera • Padho Pardesh • MANF • Hamari Dharohar • Jiyo Parsi • Nai Roshni • Gender Cell • Anglo-Indian Matters
Shri Jan-e-Alam, Joint Secretary	<ul style="list-style-type: none"> • Haj • Waqf Matters • Central Waqf Council • Vigilance • CVO • Coordination of Court Cases • Islamic Banking related matters • Reservation matters • NAWADCO • Durgah Committee • MAEF
Shri K.C. Samria, Joint Secretary	<ul style="list-style-type: none"> • Coord. And Parliament • 15PP • Sachar • Plan including Annual Plans • NCLM • NCM (including notification of Minorities) • Equal opportunity Commission • Official Language (OL) • NMDFC • RTI • Additional charge of CLM

Ms. Rajnesh Jain, DDG	<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 Ministry of Statistics and Programme Implementation on Minority Statistics such as population, education levels etc. by compiling the same from different Divisions • DBT • Annual Report • e-Samiksha
Shri Jagmohan Gupta, JS & FA	<ul style="list-style-type: none"> • IFD, Budget and Related matters

F. No. A- 22011/1/2013-Estt.
Government of India
Ministry of Minority Affairs

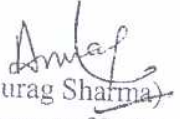
11th Floor, Pt. Deendayal Antyodaya Bhawan,
CGO Complex, Lodhi Road,
New Delhi

Dated: 23.01.2019

OFFICE ORDER No. 17/2019

With immediate effect and until further orders, the work allocation among Additional Secretary, Joint Secretaries and Deputy Director General in this Ministry will be as given in Annexure.

2. This issues with the approval of Hon'ble Minister (MA).


(Anurag Sharma)

Under Secretary to the Government of India

Copy to:-

1. PS to Hon'ble Minister (MA)
2. Office of Hon'ble MOS (MA)
3. PSO to Secretary (MA)
4. PPS to AS (Sh. S.K. Dev Verman) / PPS to JS (Sh. Jan-e-Alam) / PS to JS (Sh. K.C. Samria) / PS to JS (Ms. Niva Singh) / PS to DDG (Ms. Rajnesh Jain) / PA to JS &FA (Sh. Jagmohan Gupta)
5. All Directors / Deputy Secretaries
6. All Under Secretaries / Deputy Director
7. All Section Officers
8. Sr. Director (NIC)- for uploading on the website
9. Office Order Folder