

No.05-02/2006-Admn (Vol II)
Government of India,
Ministry of Women and Child Development

Dated the 16th December, 2011

Office Order

Subject: Allocation of work amongst Bureau/Division Heads

In supersession of this Ministry's Office Orders of even number dated 15th December, 2011 on the above subject, the distribution of work amongst Bureau Heads and Deputy Secretaries/Directors shall be as follows with immediate effect and till further orders:-

S. No	Bureau Head/ Joint Secretary	Subject Items/ Sections	Director/Deputy Secretary (Ms/Mr)
1.	Sh Nilanjan Sanyal, AS	National Mission for Empowerment of Women	Pradeep Kapoor
2.	Ms Aditi S Ray, Senior Economic Adviser	Gender Budgeting	Vinita Aggarwal
		Ujjawala Scheme	Vinita Aggarwal
		IIPA & Trafficking	Vinita Aggarwal
		Dhanlaxmi Scheme	New DS to join
		Matters of Girl Child/Sex Ratio	New DS to join
		Prevention of Child Marriage Act	New DS to join
		Working Women Hostel (WWH)	New DS to join
		Balika Samridhi Yojana/ IWEP/Swayamsidha/ Swawlamban	New DS to join
		Economic Analysis of Proposals/Reports referred by different Bureaus	
3.	Dr. Shreeranjana, Joint Secretary	Integrated Child Development Services (Finance)	Rupa Dutta
		Early Childhood Education (ECE)	Rupa Dutta
		Wheat Based Nutrition Programme	Rupa Dutta
		GOI-UNICEF Programme	Rupa Dutta
		Integrated Child Development Services (ICDS) Scheme's Policy matters	Gulshan Lal
		ICDS World Bank Assisted Project	Gulshan Lal
		World Food Programme	Gulshan Lal
		CARE & WFP Assisted Projects	Gulshan Lal
		UNICEF Child Development & Nutrition (CDN)	Gulshan Lal
		ICDS (Monitoring & Evaluation)	H.S.Nanda
		ICDS (Training)	H.S.Nanda
		Vigilance	H.S.Nanda
		Food & Nutrition Board (FNB) Admn	H.S.Nanda
		National Institute of Public Cooperation and Child Development (NIPCCD)	H.S.Nanda
Food & Nutrition Board Technical Matters	Kumkum Marwaha		

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4.	Shri Sundeep Kumar Nayak, Joint Secretary	Support for Training & Employment Programme (STEP)	New Director to join
		Women's Development	New Director to join
		Priyadarshini (IFAD Assisted Projects)	New Director to join
		International Cooperation	Rupa Dutta
		Personnel Administration	A P Shrivastava
		General Administration	A P Shrivastava
		Citizen's Charter/Public Grievances	A P Shrivastava
		General Coordination	A P Shrivastava
		Parliament and Hindi Units	A P Shrivastava
		Results Framework Document	Anju Bhalla
5.	Shri Vivek Joshi, Joint Secretary	Rajiv Gandhi Scheme for Empowerment of Adolescent Girls (RGSEAG)-SABLA including Kishori Shakti Yojana (KSY)	Lopamudra Mohanty
		Indira Gandhi Matritva Sahyog Yojana (IGMSY) -Conditional Maternity Benefit	Lopamudra Mohanty
		Child Policy and National Plan of Action for Children	Anju Bhalla
		Child Budgeting Projects	Anju Bhalla
		Protection of Children against Sexual Offences Bill 2010	Anju Bhalla
		National/International Instruments (SAARC,UNESCAP etc) for children	Anju Bhalla
		Child Welfare Awards	Anju Bhalla
		Central Social Welfare Board (CSWB) and Rashtriya Mahila Kosh (RMK)	Anju Bhalla
		General Grant-in-aid Scheme (Innovative Projects)	Anju Bhalla
		National Commission for Protection of Child Rights(NCPCR)	Anju Bhalla
6.	Ms Preeti Madan, Joint Secretary	HIV /AIDS Cell for Women & Children	Anju Bhalla
		Integrated Child Protection Scheme (incl. Child Helpline, Scheme for Street Children & Shishu Grih)	Kalyani Chadha
		Rajiv Gandhi National Crèche Scheme	Kalyani Chadha
		Scheme for working children in need for Care & Protection	Kalyani Chadha
		Juvenile Delinquency & Vagrancy & JJ Act	Kalyani Chadha
		Central Adoption Resource Agency (CARA)	Kalyani Chadha
		Information Technology	Kalyani Chadha
		Information Facilitation Center (IFC)/RTI	Lopamudra Mohanty
Information, Education, Communication (IEC)	Lopamudra Mohanty		
7.	Joint Secretary & FA	Integrated Finance Division/Budget & Accounts	Ghanshyam Devnani
8.	Ms. Sangeeta Verma, Economic Adviser	Women's Welfare	New Director to Join
		Swadhar/Short Stay Homes	New Director to join
		Administration of National Commission for Women (NCW)	New Director to join

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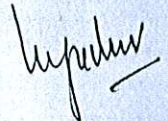
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9.	Shri Aditya	Research Unit	J.P. Arya
	Prakash, Statistical	Plan Unit	J.P. Arya
	Adviser	Statistics & Monitoring Unit	Pratima Gupta (DD)

2. AS (NMEW), Senior Economic Adviser, EA and JS (S) will submit files directly to the Secretary. JS (PM) and JS (VJ) will submit files through AS. JS (SKN) will submit files related to Women's Development and International Cooperation directly to Secretary and rest of the files through AS. Dir (KC) will submit files of CARA directly to AS.

3. The work which is proposed to be assigned to new Deputy Secretaries/Directors will be handled by the Deputy Secretaries/Directors who are handling that work presently till the concerned Deputy Secretary/Director joins.

4. This issues with the approval of competent authority.



(Naveen Yadav)

Under Secretary (Admn)

To

1. AS (NMEW)
2. Senior Economic Adviser
3. All Bureau Heads
4. All Division Heads
5. PS to MOS(IC) WCD/PS to Secretary (WCD)/PS to AS/PS to CCA
6. All USs/ADs/Sections/Units/Desks
7. All Autonomous/Statutory Bodies of the Ministry
8. Technical Director, NIC for uploading on website of Ministry