

WORK DISTRIBUTION IN SS-2 BUREAU

Bureau Head: Shri Maneesh Garg, Joint Secretary (SS-2)

Annexure to Office Order
No. 21-14/2018-EE.16/IS.9 dated 1st April, 2019

| Division | Divisional Head | Under Secretary | Section Officer | Section(s) under the Integrated Bureau | Functional Area | Inter Agency/ Ministry Coordination |
|---|---|---|---|--|--|-------------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| BUDGET AND FINANCE | Shri M.S. Ravi, Director Tel: 23387211 Intercom: 471 Email: sreedharan.ravi@nic.in <u>Link Officer</u> DS(PKS) – 1 st DS (PPG) – 2 nd | Shri Manjeet Kumar (MK) Tel: 23073542 Intercom: 332 Email: manjeet.742067@gmail.com <u>Link Officer</u> US(DS) – 1 st US(SB) – 2 nd | Ms. Sutoshi Bose Intercom: 424 (erstwhile EE.15 Section) Shri Ashutosh Aggarwal Intercom: 738 (erstwhile RMSA-III Section) | IS-2 IS-6 | 1. Budget of the Samagra Shiksha Scheme (Finalization of BE/RE, Demand for Grants, Supplementary grants etc.), etc. 2. Outcome Budget 3. Monitoring of expenditure against SSA head. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. 1. Financial Management including PFMS, Audit, QPR, Financial Monitoring, PMS etc. of the integrated scheme – Samagra Shiksha and also of the erstwhile SSA & RMSA schemes. 2. Monitoring of expenditure against RMSA head. 3. All matters regarding Model schools. 4. Matters relating to Parliamentary Standing Committees and other Parliamentary Committees for the Samagra Shiksha Scheme. 5. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |
| EAP | Vacant – Charge given to Shri Rajnish Kumar, Director <u>Link Officer</u> Dir (MSR) – 1 st Dir(RS) – 2 nd | Vacant – Charge given to L.O. Shri Dalbir Singh, US Tel: 23385585 Intercom: 203 Email: dalbir.singh@nic.in <u>Link Officer</u> US(DS) – 1 st US(MK) – 2 nd | Shri A.C. Sharma Intercom: 323 (erstwhile EE.3 Section) | IS-1 | 1. ICC matters relating to Bureau 2. External Funding and Joint Review Missions. 3. World Bank related matters. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |
| LEARNING, ASSESSMENT & WORKSHOPS | Shri Rajnish Kumar, Director Tel: 23384187 Intercom: 267 Email: rajnish.kumar1@gov.in <u>Link Officer</u> Dir (RS) – 1 st DS(PKS) – 2 nd | Shri Dalbir Singh (DS) Tel: 23385585 Intercom: 203 Email: dalbir.singh@nic.in <u>Link Officer</u> US(JL) – 1 st US(SB) – 2 nd | Shri Rajeev Kr. Khare Intercom: 410 (erstwhile EE.14 Section) | IS-7 | 1. All Learning Outcomes related matters such as Curriculum, Pedagogy, CCE, Text Books, Uniforms. All UTs 2. NCERT 3. NIEPA 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |



| Division | Divisional Head | Under Secretary | Section Officer | Section(s) under the Integrated Bureau | Functional Area | Inter Agency/ Ministry Coordination |
|------------------------------|---|--|---|--|---|--|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | | Shri Jagdish Lal (JL) Tel: Intercom: 387 Email: jagdishlal.edu@nic.in <u>Link Officer</u> US(DS) – 1 st US(KG) – 2 nd | Ms. Anamika Nigam Intercom: 387 (erstwhile RMSA-1/CT Section) | IS-8 | 1. National Achievement Survey 2. PISA. 3. Aadhaar matters, Direct Benefit Transfer (DBT), 4. School Based Assessments 5. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | UIDAI |
| SCHOOL INFRASTRUCTURE | Shri P. K. Singh, DS (PKS) Tel: 23074159 Intercom: 211 Email: <i>singh.pk@nic.in</i> <u>Link Officer</u> DS (PPG) – 1 st Dir (MSR) – 2 nd | Shri Alok Jawahar (AJ) Tel: 23381095 Intercom: 445 Email: <i>alok.jawahar@nic.in</i> <u>Link Officer</u> US(SB) – 1 st US(AG) – 2 nd | Vacant Intercom: 400 (erstwhile EE.16 Section) | IS-9 | 1. All matters relating to school infrastructure/civil works. 2. All administrative matters of the Bureau. 3. Administrative matters of TSG for the integrated scheme-SS. 4. Swachh Vidyalaya Initiative including Swachh Vidyalaya Puraskar, Swachhata Pakhwada, Swachhata Action Plan, School grant etc. 5. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | • Ministry of Drinking Water & Sanitation • UNICEF-WASH • UNICEF - Education |
| RTE | Vacant- Charge assigned to Link Officer DS(PKS) Tel: 23074159 Intercom: 211 Email: <i>singh.pk@nic.in</i> <u>Link Officer</u> DS(PKS) – 1 st DS (PPG) – 2 nd | Vacant - Charge assigned to Link Officer US(AJ) Tel: 23381095 Intercom: 445 Email: <i>alok.jawahar@nic.in</i> <u>Link Officer</u> US(AJ) – 1 st US(SB) – 2 nd | Shri Banmaili Halder Intercom: 623 (erstwhile EE.4 Section) | IS-3 | 1. All matters relating to the Right of Children to Free and Compulsory Education (RTE) Act, 2009. 2. Rules and Guidelines under the Act, Bills and Amendments. 3. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |

han

| Division | Divisional Head | Under Secretary | Section Officer | Section(s) under the Integrated Bureau | Functional Area | Inter Agency/ Ministry Coordination |
|-------------------|---|---|--|---|---|-------------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| COORDINATION | Vacant Tel: Intercom: Email: Link Officer DS (PPG) – 1 st Dir (MSR) – 2 nd | Shri Rajendra Kumar Arya (RKA) Tel: Intercom: Email: Link Officer US(JL) – 1 st US(KG) – 2 nd | Ms. Kiran Lakra Intercom: 310 + Staff of CDN Section in RMSA (erstwhile EE.7 and RMSA-CDN Sections) | IS-10 (Erstwhile EE.7 and RMSA – CDN sections) | 1. Coordination for the Bureau for the following matters: (i) Parliamentary Assurances (ii) VIP References and matters relating to Group of Secretaries (iii) Parliamentary Matters (iv) Bureau Heads Meetings (v) Court/Legal Cases handled in the Bureau and LIMBS (vi) RTI matters (vii) Reviews held by PM, HRM, Cabinet Secretary and for Pragati etc. (viii) Grievance Redressal 2. Residual matters relating to Operation Black Board (OBB), Shiksha Karmi and Lok Jumbish. 3. Coordination with SS-1 Bureau and EE.1/Coord of DSEL. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |
| TEACHER EDUCATION | Ms. Rashi Sharma, Director Tel: 23388098 Intercom: 282 Email: rashi.edu@nic.in Link Officer Dir (RK) – 1 st DS (PKS) - 2 nd | Shri Ashok Giri (AG) Tel: Intercom: Email: ashokgiri.edu@nic.in Link Officer US(HMS) – 1 st US(JL) – 2 nd | Ms. Vineeta Intercom: 430 (erstwhile EE.9 Section) | IS-13 | 1. All aspects of Teacher Education. 2. Monitoring of expenditure against CSSTE head. 3. Coordination with SCERTs, DIETs, BRCs, CRCs in all States and UTs. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional. | |
| | | | Shri Kishori Lal Intercom: 428 (erstwhile EE.10 Section) | IS-14 | 1. All aspects relating to teacher recruitment and in-service training as well as training of untrained elementary teachers. 2. All matters relating to NCTE, NITE. 3. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |
| | | Shri Kamal Gandhi (KG) Tel: Intercom: Email: Link Officer US(RKA) – 1 st US(AJ) – 2 nd | Shri Arun Kumar Dahiya Intercom: 408 (erstwhile EE.11 Section) | IS-15 | 1. All aspects of Universal Access including residential schools / hostels. 2. Policy & Planning regarding Samagra Shiksha Scheme including appraisal and approval for continuation of scheme. 3. Out of School Children / EWS 4. Shagunotsav 5. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |

| Division | Divisional Head | Under Secretary | Section Officer | Section(s) under the Integrated Bureau | Functional Area | Inter Agency/ Ministry Coordination |
|----------------------|--|---|---|--|---|---|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| VOCATIONAL EDUCATION | Shri P.P. Gupta, Deputy Secretary Tel: 23383779 Intercom: 290 Email: dsrmsa4.edu@gov.in Link Officer DS (PKS) – 1 st Dir (RS) – 2 nd | Shri Sushil Bhushan (SB) Tel: 23382281 Intercom: 406 Email: sbhushan.edu@nic.in Link Officer US(HMS) – 1 st US(AJ) – 2 nd | Shri Ramesh Chand Intercom: 709 (erstwhile RMSA-IV Section) | IS-16 | 1. All matters relating to Vocational Education and Skill Development. 2. Rashtriya Avishkar Abhiyan. 3. Monitoring and Evaluation. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | • Ministry of Skill Development & Entrepreneurship • Ministry of Labour and Employment |
| | | Shri H.M. Sonkusare (HMS) Tel: 23387342 Intercom: 444 Email: hmsonkusare.edu@nic.in Link Officer US(SB) – 1 st US(RKA) – 2 nd | Shri Tejpal Singh Intercom: 411 (erstwhile EE.13 Section) | IS-17 | 1. Community Mobilisation including SMC / SMDC. 2. Appointment of Language Teachers Scheme. 3. PAB meetings. 4. All matters relating to the Parliament, Court Cases and RTI in respect of the above functional areas. | |

- Note-I:**
1. All matters related to implementation of RTE Act 2009 pertaining to the States/UTs except Policy matters will be handled by the respective Division heads.
 2. Policy issues related to the themes shall be dealt with by respective Division heads.
 3. Sections will handle the court cases and State specific issues as per the allocation of States to be made subsequently.
 4. Sections will be responsible for issuing of sanction orders and release of funds for their states/UTs for all the budget heads.

- Note-II:**
1. This is issued in pursuance of this Department's Office Order No. 2-10/2019-EE.12 dated 1st March and 5th March 2019.
 2. The schemes which have funds that need to be released, by 31.03.2019 and are presently handled by Shri Maneesh Garg, Joint Secretary (SS-2), namely Samagra Shiksha, Scheme on Providing Quality Education in Madarasas (SPQEM), Infrastructure Development in Minority Institutions (IDMI), will continue to be looked after by him till 7th April, 2019 to ensure maximum expenditure in F.Y. 2018-19. Accordingly, the concerned Directors/Deputy Secretaries and Under Secretaries handling these schemes will continue to hold the charge of these schemes/States and UTs under Samagra Shiksha as per allotment order dated 5th February, 2019, in addition to their new work allocation, till 7th April, 2019.

Handwritten signature