

F.No. K-14011/17/2011-UT
Government of India
Ministry of Urban Development
(Urban Transport Division)

Nirman Bhawan, New Delhi
Dated the 6th September, 2012

OFFICE ORDER

Subject: Re-allocation of work of Directors/Deputy Secretaries/ Under Secretaries/
Desk Officers in Urban Transport (UT) Wing – reg.

In partial modification of the Office Order issued vide letter No. K-14011/17/2011-UT dated 24th April, 2012, revised re-allocation of work of Directors/Deputy Secretaries/ Under Secretaries/ Desk Officers in Urban Transport (UT) Wing is enclosed herewith.

2. This issues with the approval of Secretary(UD).

(Prakash Singh)
Director(MRTS-I)

Copy to:-

1. PS to UDM / Sr. PPS to Secretary(UD) / PPS to AS(UD)
2. PS to JS(UD) / PS to JS(Admn) / PS to OSD(UT) & Ex-officio JS / PS to JS(M) / PS to JS & FA / PS to EA / PS to CCA
3. PS to Dir(UT-I) / PS to Dir(MRTS-I) / PS to Dy Secy(MRTS-II) / PS to Dir(UT-II) / PS to Dir(Co-ordination)
4. Officers concerned.
5. P.I. Cell / A.V. Unit / Admn.I / Admn.II / Admn.III / Admn.IV /
Parliament Section
6. NIC for update in the Website of the Ministry.

(Prakash Singh)
Director(MRTS-I)

Subject: **Proposed Re-allocation of work of Directors, Deputy Secretaries, Under Secretaries and Desk Officers in Urban Transport (UT) wing**

1. Shri R.K. Singh, Director(UT-I)

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| 1. | Shri Pankaj Kumar, US (UT-I) | <ul style="list-style-type: none"> i) All Urban Transport projects and proposals (including BRTS and bus funding scheme) under JnNURM-appraisal, review and monitoring of projects including condition of sanction. ii) Matters related to Central Sanctioning and Monitoring Committee (CSMC) for Bus funding scheme. iii) PPP proposals on Urban Transport (except Metro Rail projects). iv) Urban Bus Specifications. v) Overseeing implementation of various reforms in urban transport, including setting up of Unified Metropolitan Transport Authority (UMTA) and Dedicated Urban Transport fund etc. vi) Special Initiatives involving technical inputs like National Public Transport Helpline., Intelligent Transport System (ITS) matters. vii) National Common Mobility Card across India. viii) Co-ordination work for briefs in respect of all States/UTs (excluding States/UTs specifically allocated to any other US/DO/SO in UT wing of MoUD). ix) Any other works as may be assigned from time to time. |
| 2. | Shri R.C. Meena, US (UT-Coord) | <ul style="list-style-type: none"> i) Over all co-ordination matters related to Urban Transport (except public grievance) including: <ul style="list-style-type: none"> a) General Administration work and all staff matters of UT wing b) Annual Plan c) Five Year Plan d) Parliament questions e) Economic Survey. f) Audit and budget matters relating to Urban Transport (not specified elsewhere). g) Monthly reports. ii) Annual Urban Mobility India (UMI) conference & exhibition. iii) All matters related to Institute of Urban Transport (IUT). iv) Setting up of Dedicated Urban Transport Fund at Central Govt. level and its management. v) Any other works as may be assigned from time to time. |

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| 3. | Shri Jeewan Kumar, DO (UT-IV) | <ul style="list-style-type: none"> i) Matters related to Capacity Building Scheme in UT and UT Planning Scheme. ii) Traffic and transportation studies & Comprehensive Mobility Plans. iii) Centers of Excellence (CoE) in Urban Transport. iv) Servicing National Transport Development Policy Committee headed by Dr. Rakesh Mohan. v) Matters related to Research Advisory Committee for UT. vi) Standard Service Level Benchmark in urban transport and its implementation. vii) National Mission on Sustainable Habitat (NMSH). viii) Scheme for IPT, NMT. ix) Budget speech, President's Address and other speeches. x) Annual Report of MoUD. xi) Any other works as may be assigned from time to time. |
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2. Shri Prakash Singh, Director(MRTS-I)

| Sl. No. | Name of the Officers | Work Allocation |
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| 1. | Shri Bimal Kujur, US (MRTS-II) | <ul style="list-style-type: none"> i) All matters related to Metro Rail Projects in Mumbai, Hyderabad Metropolitan Region, Andhra Pradesh and Maharashtra, whether on Govt. funding model or on PPP including the following items of work: <ul style="list-style-type: none"> a) Signing and implementation of Memorandum of Undertaking (MoU). b) Servicing of Empowered Committee (EC) & Empowered Group of Ministers (EGOM) on MRTS. c) Overseeing conditions of sanction, including for multi modal integration, parking policy etc. d) Concession agreements for these Metro Projects taken up on PPP. e) Matter related to Oversight Committee for these Metro projects, if taken up on PPP. f) All issues relating to Empowered Institution, Empowered Committee and PPPAC for these Metro projects on PPP. g) Issue of sanction orders approved by the competent authority. h) Physical and financial monitoring of metro rail projects for reporting to CCI etc. ii) Budget matters, Sr. term loan related matters, release of funds and Parliamentary matters, including Standing Committee/Consultative Committee. |

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| | | <ul style="list-style-type: none"> iii) Gazette Notification for alignment etc. iv) Customs duty related matters. v) VIP references vi) RTI matters. vii) Deputation related matters. viii) Land acquisition related matters. ix) High Powered Committee related matters. x) Feeder bus service related matters. xi) Fare fixation committee etc. xii) Court cases. xiii) All Legislation related matters for Metro Rail. xiv) Commissioner of Metro Rail Safety, nomination of CMRS xv) Airport connectivity matters. xvi) Coordination work for briefs etc. in respect of States of Andhra Pradesh and Maharashtra. xvii) Any other works as may be assigned from time to time. |
| 2. | US (MRTS-III) (Vacant) | <ul style="list-style-type: none"> i) All matters related to Metro Rail in Chennai, Kolkata and Jaipur, including the following item of work: <ul style="list-style-type: none"> a) Signing and implementation of MoU. b) Servicing of EC & EGOM on MRTS. c) Overseeing conditions of sanction including for multi modal integration, parking policy etc. d) Issue of sanction orders approved by the competent authority. e) Physical and financial monitoring of metro rail projects for reporting to CCI etc. f) Budget matters, Sr. term loan related matters, release of funds, Parliamentary matters, including Standing Committee/Consultative Committee matters. g) Gazette Notification for alignment etc. h) Customs duty related matters. i) RTI matters/VIP references. j) Deputation related matters. k) Land acquisition related matters. l) High Powered Committee related matters. m) Feeder bus service related matters. n) Fare fixation committee etc. o) Court cases. ii) New Technologies for Guided Urban Transit Systems, like Monorail, Tramways, Metro cabs, Maglev, PRT, etc iii) Coordination work for briefs etc. in respect of States of Tamil Nadu, West Bengal and Rajasthan. iv) Any other works as may be assigned from time to time. |

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| 3. | Shri Deen Dayal, US (MRTS-Coord) | <p>i) All policy and technical matters common to all Metro Rail System in India, including the following items of work:</p> <p>a) National Metro Rail Policy. b) Standardization and indigenization issues. c) Safety certification and accident related issues. d) Security related issues.</p> <p>ii) Consultation meeting with Metro Administrations. iii) National Urban Rail Transit Authority and Regulator for Metro Rail System in India. iv) Metro Railway Advisory Board v) R & D Centre for Metros vi) Co-ordination for all Metro Rail projects including CCI, budget etc. for UT wing. vii) RTI matters. viii) VIP references. ix) Any other works as may be assigned from time to time.</p> |

3. Ms. Ruth Changsan, Deputy Secretary(MRTS II)

| Sl. No. | Name of the Officers | Work Allocation |
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| 5. | Shri S.K. Gupta, US (MRTS-I) | <p>i) All matters related to Metro Rail (all phases) in Delhi & NCR (including Rapid Metro Rail Gurgaon Ltd., but excluding matters specifically allocated to any other US/SO in UT wing of MoUD) including the following items of work:</p> <p>a) Signing and implementation of Memorandum of Understanding (MoU). b) Servicing of Empowered Committee (EC) & Empowered Group of Ministers(EGOM) on MRTS. c) Overseeing conditions of sanction, including for multi modal integration, parking policy etc. d) Issue of sanction orders approved by the competent authority. e) Physical and financial monitoring of metro rail projects for reporting to Cabinet Committee on Infrastructure</p> |

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| | | <p>(CCI) etc.</p> <p>f) Budget matters, Sr. term loan related matters, release of funds, Parliamentary matters, including Standing Committee/Consultative Committee.</p> <p>g) Gazette Notification for alignment etc.</p> <p>h) Customs duty related matters.</p> <p>i) VIP references</p> <p>j) RTI matters.</p> <p>k) Deputation related matters.</p> <p>l) Land acquisition related matters.</p> <p>m) High Powered Committee related matters.</p> <p>n) Feeder bus service related matters.</p> <p>o) Fare fixation committee etc.</p> <p>p) Court cases.</p> <p>ii) Coordination work for briefs etc. in respect of Delhi & NCR.</p> <p>iii) Matters related to RRTS for NCR, NCRTC</p> <p>iv) Any other works as may be assigned from time to time</p> |
| 2. | Smt. Rachna Kumar, US (MRTS-IV) | <p>i) All matters related to Bangalore and Kochi Metro Rail projects.</p> <p>ii) All items of work related to Metros under PPP (not specifically assigned to any other US/DO/SO), including the following items of work:</p> <p>a) Concession agreements for all Metro Rail Projects taken up on PPP.</p> <p>b) Matter related to Oversight Committee for Metro projects taken up on PPP, as complete private initiative or with complete State Govt. funding.</p> <p>c) All issues relating to Empowered Institution, Empowered Committee and PPPAC for Metro projects on PPP.</p> <p>iii) All items of work related to new Metro projects (not specifically assigned to any other US/DO/SO), including of Chandigarh, Ahmedabad, Ludhiana etc. including the following items of work:</p> <p>a) Signing and implementation of MoU.</p> <p>b) Servicing of EC & EGOM on MRTS.</p> <p>c) Overseeing conditions of sanction including for multi modal integration, parking policy etc.</p> <p>d) Issue of sanction orders approved by the competent authority.</p> <p>e) Physical and financial monitoring of metro rail projects for reporting to CCI etc.</p> <p>f) Budget matters, Sr. term loan related matters, release</p> |

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| | | <p>of funds, Parliamentary matters including Standing Committee/Consultative matter.</p> <p>g) Gazette Notification for alignment etc.</p> <p>h) Customs duty related matters.</p> <p>i) RTI matters/VIP references.</p> <p>j) Deputation related matters.</p> <p>k) Land acquisition related matters.</p> <p>l) High Powered Committee related matters.</p> <p>m) Feeder bus service related matters.</p> <p>n) Fare fixation committee etc.</p> <p>o) Court cases.</p> <p>iv) Coordination work for briefs etc. in respect of States of Gujarat, Haryana, Kerala and Punjab.</p> <p>v) Any other works as may be assigned from time to time.</p> |
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4. Shri Sanjeeb Kumar Mishra, Director (UT-II)

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| 1. | <p>DO (UT-II) – Vacant</p> <p>Smt. S.V.R Ramana, US (UT-III) to hold additional charge</p> | <p>i) Implementation of National Urban Transport Policy(NUTP), 2006 and review</p> <p>ii) Advisories and circulars to various State Governments and agencies of State Governments (including Co-ordination for feeder bus service).</p> <p>iii) Matters related to Unified Traffic and Transportation Infrastructure Engineering Centre (UTTIPEC), other Urban Transport matters of NCR and GNCTD.</p> <p>iv) Nodal US in-charge of Litigation in UT wing.</p> <p>v) Urban Mass Transit Company (UMTC).</p> <p>vi) UT matters of NCRPB, except RRTS.</p> <p>vii) Motor Vehicle Act, coordination with Ministry of Road Transport and Highways, ASRTC.</p> <p>viii) NEMMP, NCEM, Auto fuel policy.</p> <p>ix) High Power Committee on Infrastructure</p> <p>x) Coordination of all Parliamentary matters for UT wing including Parliamentary Committees (except co-ordination of Parliamentary questions related matters).</p> <p>xi) Servicing various Committees on Urban Transport.</p> <p>xii) Allocation of Business Rules.</p> <p>xiii) Annual plan and five year plans.</p> <p>xiv) RTI matters.</p> <p>xv) Public grievance matters related to urban transport/MRTS projects (over all co-ordination).</p> <p>xvi) Any other works as may be assigned from time to time.</p> |
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| 2. | Smt. S.V.R. Ramana, US (UT-III). | i) Work related to Global Environment Facility assisted projects. ii) Work related to World Bank assisted projects. iii) Work related to UNDP assisted projects. iv) Work related to Clean Development Mechanism (CDM) for urban transport projects in India- Selection of consultants and all other matters. v) WB-UNDP-GEF assisted Sustainable Urban Transport Project (SUTP). vi) Working group and MoU with other countries. vii) TAs with ADB, World Bank, JICA, AFD, DFID. viii) All State Govts projects taken up with External Aid like JICA/ADB/AFD/ KFW etc, like Outer Ring Road of Hyderabad, Chennai etc. ix) Any other works as may be assigned from time to time. |
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The link officers for UT wing will be as under :

| Sl.No. | Name of the Officer | Link Officer |
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| 1. | Shri R.K. Singh, Director(UT-I) | Shri Sanjeeb Kumar Mishra, Director(UT-II) and vice versa |
| 2. | Shri Prakash Singh, Director(MRTS-I) | Ms. Ruth Changsan, Deputy Secretary (MRTS-II) and vice versa |
| 3. | Shri Bimal Kujur, US(MRTS-II) | Shri Deen Dayal, US(MRTS-Coord) and vice versa |
| 4. | US(MRTS-III) (Vacant) | Shri Bimal Kujur, US(MRTS-II)/Shri Deen Dayal, US(MRTS-Coord) |
| 5. | Shri S.K. Gupta, US(MRTS-I) | Smt. Rachna Kumar, US (MRTS-IV) and vice versa |
| 6. | Shri Pankaj Kumar, US(UT-I) | Shri Jeewan Kumar, DO(UT-IV)/Shri R.C. Meena, US(UT-Coord) |
| 7. | Shri R.C. Meena, US(UT-Coord) | Shri Pankaj Kumar, US(UT-I)/Shri Jeewan Kumar, DO(UT-IV) |
| 8. | Smt S.V.R.Ramana, US(UT-III) | DO(UT-II) (Vacant) and vice versa |

- In case both Director (MRTS-I) and Deputy Secretary (MRTS-II) are not available, Shri R.K. Singh, Director (UT-I) will be the link officer.

- In case both Director (UT-I) and Director (UT-II) are not available, Shri Prakash Singh, Director (MRTS-I) will be the link officer.