OFFICE MEMORANDUM

Subject:- List of officers designated as Central Public Information Officers (CPIOs) and First Appellate Authorities (FAAs) in M/o Housing & Urban Affairs.

The undersigned is directed to refer to PI Cell’s OM of even no. dated 30.07.2019 followed by reminder dated 13.09.2019 on the subject cited above and to say that based on inputs received from Divisions/Sections, the details of CPIOs/FAAs along with their work allocation etc. has been updated and the updated list of CPIOs/FAAs is being uploaded in the Ministry's website under Suo-moto disclosure link of RTI.

Encl:- As above

(Narendra Vashista)
Under Secretary (PIC)

To

1. All Appellate Authorities in M/o Housing & Urban Affairs - through e-office.
2. All CPIOs in M/o Housing & Urban Affairs - through e-office.
3. SO(IT Cell), M/o Housing & Urban Affairs, Nirman Bhawan, New Delhi – for uploading the O.M. in dash board of e-office and the updated list enclosed, in Ministry's website under Suo-moto disclosure link of RTI.

(Narendra Vashista)
Under Secretary (PIC)
LIST OF CENTRAL PUBLIC INFORMATION OFFICERS & APPELLATE AUTHORITIES IN THE SECRETARIAT OF MINISTRY OF HOUSING & URBAN AFFAIRS

AS ON 31.10.2019

(COORDINATION DIVISION)
<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Division</th>
<th>Desk/Section</th>
<th>Designation and Address of CPIO (Shri/Smt/Ms)</th>
<th>Subject matter dealt</th>
<th>Designation and Address of Appellate Authority (Shri/Smt/Ms)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Coordination</td>
<td>Coordination</td>
<td>Under Secretary (Coord. &amp; PG), Gracy James, Room No. 201-B, Nirman Bhawan, New Delhi-110011, Ph. 011-23061047 <a href="mailto:gracymrjames60@gov.in">gracymrjames60@gov.in</a></td>
<td>1. The matters requiring general coordination among more than two divisions/wings concerning M/o HUA (except schemes/ UT Coordination and within Divisions) 2. Annual Report – Compilation and arrangement of information, printing, delivery, distribution. 3. Monthly Report for cabinet on important events and implementation of decisions of the cabinet/ cabinet committee(s). 4. Monthly summary of important developments for distributing to Council of Ministers. 5. Co-ordination work in relation to comments on draft cabinet notes and bills received from other Ministries concern to all. 6. Compilation of Citizen Charters of Ministry. 7. Compilation of Channel of Submission. 8. Coordination of national awards received from other Ministries/Departments. 9. Observation of National Integration Week, Anti Terrorism Day. 10. Circulation of general orders/ instructions received from DoPT/ Cabinet Secretariat etc.</td>
<td>Deputy Secretary (Coord &amp; PG), R. Prem Anand, Room No. 313-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23061425 <a href="mailto:dsoord-mud@nic.in">dsoord-mud@nic.in</a></td>
</tr>
<tr>
<td></td>
<td>Public Grievances Cell</td>
<td>Under Secretary (Coord. &amp; PG), Gracy James, Room No. 201-B, Nirman Bhawan, New Delhi-110011, Ph. 011-23061047 <a href="mailto:gracymrjames60@gov.in">gracymrjames60@gov.in</a></td>
<td>Overall monitoring and follow-up of Public grievance Cases pertaining to M/o Housing and Urban Affairs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Parliament Unit</td>
<td>U. S. (P&amp; PI), Narendra Vashista, Room No. 501-C, Nirman Bhawan, New Delhi-110011, Ph. 011-23062071 <a href="mailto:nvashista@nic.in">nvashista@nic.in</a></td>
<td>Parliamentary matters concerning M/o Housing and Urban Affairs.</td>
<td>Deputy Secretary (Coord &amp; PG), R. Prem Anand, Room No. 313-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23061425 <a href="mailto:dsoord-mud@nic.in">dsoord-mud@nic.in</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public Information Cell</td>
<td>Under Secretary (P&amp; PI), Narendra Vashista, Room No. 501-C, Nirman Bhawan, New Delhi-110011, Ph. 011-23062071 <a href="mailto:nvashista@nic.in">nvashista@nic.in</a></td>
<td>Nodal Section for RTI matters pertaining to M/o Housing and Urban Affairs.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department</td>
<td>Officer Name</td>
<td>Room No.</td>
<td>Contact Details</td>
<td>Responsibilities</td>
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<tr>
<td>Legal Cell</td>
<td>Narendra Vashista</td>
<td>501-C</td>
<td>Ph. 011-23062071 <a href="mailto:n.vashista@nic.in">n.vashista@nic.in</a></td>
<td>Overall monitoring of Court cases pertaining to M/o Housing and Urban Affairs.</td>
<td></td>
</tr>
<tr>
<td>Welfare</td>
<td>Narendra Vashista</td>
<td>501-C</td>
<td>Ph. 011-23062071 <a href="mailto:n.vashista@nic.in">n.vashista@nic.in</a></td>
<td>General welfare matters (except protocol and Administration related welfare matters which relate to Administration Division.</td>
<td></td>
</tr>
<tr>
<td>Admin II, III &amp; IT Cell</td>
<td>Ram Singh</td>
<td>207-C</td>
<td>Ph. 011-23062295 <a href="mailto:ram.singh72@nic.in">ram.singh72@nic.in</a></td>
<td>1. e-Office, e-Visitor, Website, AEBAS, Cyber Security, liaison with NIC for network etc. 2. Preparation of Pay bills, LTC, children education allowance, medical reimbursement bills, honorarium, bonus, Contingency, Grant-in-aid in Ministry of M/o HUA, RTI matters, Budget, audit, emergency bills, overtime bills, etc. T.A bills of officers and three govt. authorized agencies 3. Space allocation for the Staff of MoHUA, Issue of I-Cards and Parking Labels for MoHUA Staff. Passing of Medical Bills, Hospitality arrangements, procurement of Electrical and IT equipment for MoHUA Staff, Procurement of Stationery, sanction of House building Advance etc. 4. Purchase of Books / periodicals, reimbursement of newspaper bills, Classification and cataloging, weeding out of books, Issue and return of books and magazines.</td>
<td></td>
</tr>
<tr>
<td>Admin V</td>
<td>Balachandran B.S.</td>
<td>210-B</td>
<td>Ph. 011-23061530</td>
<td>1. Library. 2. Senior Officers Meeting in the Ministry. 3. All the Administrative information collection, collation and circulation requiring communication with attached and subordinate offices. PSUs and autonomous bodies. 4. Matters related to Probit software and other matters incidental thereto.</td>
<td></td>
</tr>
</tbody>
</table>
5. Vacancy reporting of attached/subordinate Offices to SSC.
8. All matters related to administering of pledges, celebration and commemoration of Yoga Day, Sadbhawana Diwas, Constitution Day and Rastriya Ekta Diwas.

Budgetary matters pertain to Ministry of Housing and Urban Affairs i.e. Demands for Grants, Outcome Budget, Parliamentary Standing Committee matters, Zero Based Budget, monitoring of PAC, C&AG paras and all other matters related to Budget.

5. Vacancy reporting of attached/subordinate Offices to SSC.
8. All matters related to administering of pledges, celebration and commemoration of Yoga Day, Sadbhawana Diwas, Constitution Day and Rastriya Ekta Diwas.

Budgetary matters pertain to Ministry of Housing and Urban Affairs i.e. Demands for Grants, Outcome Budget, Parliamentary Standing Committee matters, Zero Based Budget, monitoring of PAC, C&AG paras and all other matters related to Budget.
<table>
<thead>
<tr>
<th>Department</th>
<th>Contact Person</th>
<th>Functions</th>
</tr>
</thead>
<tbody>
<tr>
<td>FD-VI</td>
<td>S.K. Sarkar</td>
<td>Accord concurrence for the financial proposals from; 1. PMAY (U)-Housing for All.</td>
</tr>
<tr>
<td>SBM-I&amp;II</td>
<td>R.S. Jayal</td>
<td>All matters related to SBM Division of MoUD</td>
</tr>
<tr>
<td>PHE</td>
<td>Jagdish Chandra Uperti</td>
<td>1. Coordination with various Division of Ministry on Water &amp; Sanitation matters. 2. All important policy related matters. 3. All starred Parliament question/other important Parliament matters. 4. All VIP reference. 5. All committees requiring JS level officer. 6. All matters of Bilateral/Multi-Lateral cooperation. 7. PSC/CAG/PAC matters. 8. Technical approval of proposals for external assistance. 9. Any other matter as may be assigned by JS(SBM).</td>
</tr>
</tbody>
</table>
| CPHEEO     | J.B. Ravinder  | 1. All matters related to Solid Waste Management. 2. Ganga matters. 3. Coordination related to SBM within CPHEEO. 4. Matter related to MNRE, NITI Aayog and MoWR, GR, RD (Ganga matters only).
<table>
<thead>
<tr>
<th>CPHEEO</th>
<th>Deputy Adviser (PHE),</th>
<th>All policy matters related to wastewater/sewerage.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rohit Kakkar, Room No. 654-A Nirman Bhawan,</td>
<td>2. Co-ordination related to AMRUT within CPHEEO.</td>
</tr>
<tr>
<td></td>
<td>New Delhi-110011.</td>
<td>3. All matters related to FSSM.</td>
</tr>
<tr>
<td></td>
<td>Ph 011-23062039</td>
<td>4. Matters related to Toilets &amp; ODF.</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:rohit.kakkar@nic.in">rohit.kakkar@nic.in</a></td>
<td>5. Matters related to Mos EF&amp;CC, HRD &amp; Ministry of Health &amp; Family Welfare, MOD.</td>
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<td></td>
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<td>7. Matters related to Dr. Mashelkar Technology Evaluation Committee.</td>
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<tr>
<td></td>
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<td>8. Matter related to SDGs/MDGs/IMPRINT.</td>
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<td>9. BIS/RTI/Public Grievance/VIP references.</td>
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<td></td>
<td>10. PSC/CAG/PAC matters relating to subjects &amp; States handles.</td>
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<tr>
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<td></td>
<td>11. Technical appraisal of all proposals for external assistance/Central sector funding relating to subjects &amp; states handled.</td>
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<tr>
<td></td>
<td></td>
<td>Note: All matter in respect of Jammu &amp; Kashmir, Haryana, Punjab, Himachal Pradesh, Chandigarh, Rajasthan, Karnataka, Tamil Nadu, Puducherry, Nagaland, Manipur, Mizoram, Tripura.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CPHEEO</th>
<th>Deputy Adviser (PHE),</th>
<th>All matters related to water supply.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dr. Ramakant, Room No. 662-A Nirman Bhawan,</td>
<td>2. All matters related to storm water drainage.</td>
</tr>
<tr>
<td></td>
<td>Ph 011-23062305</td>
<td>4. All matters related to International cooperation.</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:dr.ramakant@nic.in">dr.ramakant@nic.in</a></td>
<td>5. Coordination on matters related to WB/ADB/JICA/UNIDO/GEF projects coordination.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. BMGF &amp; USAID.</td>
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<td>7. Matters related to Indo-China SEDs.</td>
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<td>8. Monthly Progress Report on SBM to PMO.</td>
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<td>10. Annual Reports.</td>
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<td></td>
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<td>11. Events and Workshops.</td>
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<tr>
<td></td>
<td></td>
<td>12. BIS/RTI/Public Grievance/VIP references.</td>
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<tr>
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<td></td>
<td>13. PSC/CAG/PAC matters relating to subjects &amp; States handles.</td>
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<td>14. Technical appraisal of all proposals for external assistance/Central sector funding relating to subjects &amp; states handled.</td>
</tr>
<tr>
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<td></td>
<td>Note: All matter in respect of Chhattisgarh, Madhya Pradesh, Gujarat, Kerala, Maharashtra, Goa, Odisha, Lakshadweep, Andaman &amp; Nicobar Islands, Dadra &amp; Nagar Haveli, Daman &amp; Diu, Arunachal Pradesh, Assam, Meghalaya and Sikkim.</td>
</tr>
</tbody>
</table>

1. All Court cases of SCM Division.
<table>
<thead>
<tr>
<th>Department</th>
<th>Officer</th>
<th>Responsibilities</th>
</tr>
</thead>
</table>
| Smart City-II       | Parveen Kumari, Room No. 332-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23062376 parveen.kumari@nic.in | 2. All VIP references of SCM Division.  
3. PMO/Cabinet Secretariat references.  
4. RTI Applications and Appeals related to US-I.  
5. E-Samiksha portal for SCM.  
6. PRAGATI portal for SCM.  
7. Public Grievances for SCM.  
8. Matter related to Parliamentary Committees etc.  
9. Audit matters including C&AG.  
10. All Starred Parliament Questions/Assurance concerning SCM.  
11. All Unstarred Parliament Questions/Assurance concerning SCM.  
12. Providing inputs for Parliamentary matters of SCM to other Divisions.  
13. Budgetary proposals for SCM.  
16. TA/DA Bills and payment to travel agencies.  
17. Matters related to Non-financial support, Logo support and invitations received from various agencies.  
18. Coordination within Smart Cities Division.  
19. All matters related to Internal Administration of Smart Cities Division. |
|                     | Sabak Lal Prasad, Room No. 308-B, Nirman Bhawan, New Delhi-110011. Ph. 011-23062908 | 1. All policy matters relating to Smart Cities.  
2. All matters relating to Mission Statement including Guidelines & Toolkit.  
4. Tie ups/Coordination with Foreign Countries.  
5. Tie ups/Coordination with International Agencies/Organization/Handholding agencies & consulting firms viz. World Bank, ADB, UN-Habitat, EU, BRICS etc.  
6. Workshops/Seminars/Exposure.  
7. Foreign training/deputation.  
8. Plan proposals/RFD.  
9. RTI and RTI Appeal for US-II.  
10. Provide brief/Inputs for Secretary/MOS(I/C) and Ministries.  
11. Coordination with all Smart Cities.  
12. Climate Smart Cities.  
13. CITIIS  
15. GIS-MIS portal. |
2. Smart City Fellowship and Internships.  
3. Smart City Award Contest. |
| FMU (SC-III)         | Avni Gupta, Deputy Director    | 1. Meeting/Webinar on SCM.  
2. Regional workshop on SCM.  
3. Setting up of MMU & Payment for Deloitte Bill (MMU). |
| Dy. Secretary(SC-IV) | Lal Chandamama, Room No.304-B, Nirman Bhawan, New Delhi-110011. Ph.011-2306 Lal.chhandama@gov.in | |
4. Mission Website related matter (Uploading/Repairing/Updating Detention etc.) and payment of Net creative mind.
5. Monitoring of PDMS.
6. Related RTI matter on the subject pertaining to US, DD.
7. Status of projects in Smart Cities.
8. Smartnet update.
9. Payment of NIUA regarding Smartnet.
10. Scheme on promoting Innovative smart solutions under SCM, AMRUT & SBM.
11. Development of stations across India through Indian Railway Station Development Corporation Ltd (IRSDC).
12. Advisory under SCM.
13. References from the office of MoS(I/C) on Articles in Newspapers/Magazines on Smart City.
14. Expenditure towards documentation of Mid-term review by Group of Secretaries.
15. Monitor and deliverable for M/s Quantum Communications for branding and social media campaign of MoHUA's Missions.
17. Payment of NFDC.
18. Tracking the progress of Mission.
19. Status & monitoring of open source & Sustainability of Smart Solutions in Smart Cities.
20. All the administrative works related to NIUA(Appointment of Director/President, constitution of DPC, restructuring of NIUA etc.)/Release of grant-in-aid to NIUA.
22. India Urban Observatory.
23. City GDP framework.
24. Data Analytics and Management Unit.
27. India Urban Data Exchange (IUDX).
28. ICCC Model RFP.
29. ICCC Maturity Assessment Framework.
30. Ease of Living and Municipal Performance Index (EOL & MPI)
32. Mission Urban Capacity (National Urban Innovation Hub(NUIH)).
33. Smart Cities Promotion of Innovation, Research and Incubation in Technology (SPIRIT).
34. Urban Innovation.
35. Idea exchange network.
36. Citizen Centric Smart governance.
37. City Labs.
38. Performance Assessment System.
<table>
<thead>
<tr>
<th>AMRUT</th>
<th>AMRUT-I DD (AMRUT-I)</th>
<th>AMRUT-II AD (AMRUT-II)</th>
<th>AMRUT-I US (AMRUT-I)</th>
<th>AMRUT-IIA US (AMRUT-IIA)</th>
<th>AMRUT-IIB US (AMRUT-IIB)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reema Jain, Room No.5, Nirman Bhawan, New Delhi-110011. Gate No.7 Ph.011-23062273 <a href="mailto:Reema.jain@gov.in">Reema.jain@gov.in</a></td>
<td>Neha Singh, Room No.312-B, Nirman Bhawan, New Delhi-110011. Ph.011-23062893 <a href="mailto:Neha.singh91@gov.in">Neha.singh91@gov.in</a></td>
<td>Rajesh Kumar Room No.318-C, Nirman Bhawan, New Delhi-110011. Ph.011-23061407 <a href="mailto:kumar.r34@nic.in">kumar.r34@nic.in</a></td>
<td>Rajeev Kumar Das, Room No.302-C, Nirman Bhawan, New Delhi-110011. Ph.011-23062075 <a href="mailto:rajeevk.das@gov.in">rajeevk.das@gov.in</a></td>
<td>H.C. Prasad, Room No.105-G, Nirman Bhawan, New Delhi-110011. Ph.011-23063488 <a href="mailto:harish.chandra72@Gov.in">harish.chandra72@Gov.in</a></td>
</tr>
</tbody>
</table>

1. Liveability index.
2. Geo-tagging of projects under AMRUT Mission.
3. Coordination with PMU/TSU of AMRUT.
4. Coordination with 5-6 States for updation of City-page and AMRUT Portal.
5. Coordination with Niti Ayog in matters such as output, outcome indicators, ease of living etc.
6. Any other work assigned by the Mission Director.

1. Coordination work relating to 15th Finance Commission.
2. Reform Agenda (with proposed funding from World Bank) — AMRUT+.
3. Coordination with 5-6 States for updation of city page and AMRUT Portal.
4. Senior Officers meeting coordination.
6. Any other work assigned by the Mission Director.

**Note:** Work handle P for R (India Smart Cities Programme) of the World Bank and AFD projects.

1. All matters related to approval/changes and fund release of SAAP I, II and III (All States/UTs).
2. Administrative matters related to organizing Apex Committee meetings & other meetings/conferences and follow up.
3. Requests from States on clarification on policy matters/Mission Guidelines.
5. All matters related to IRMA, VIP References.
6. Parliamentary Questions, assurances and other duties as allocated by Mission Director/ Directors (AMRUT).
7. RTIs pertaining to the area of responsibility.

1. Administrative matters related to TCPO.
2. All matters related to “Liveability index” in coordination with Ms. Reema Jain, AD.
3. Matters related to Local Area Plan and Town Planning Scheme.
6. General administrative matters and miscellaneous matters and RTIs pertaining to the area of responsibility.
7. Parliamentary Questions, assurances and other duties as allocated by Mission Director/ Directors (AMRUT-I).

1. All matters related to PMU, DEOs, MTS, Consultant under AMRUT and Payment of Miscellaneous bills.
2. Allocation & release of A&OE funds to STATe/UTs.
3. All matters related Budget, PFMS, Court cases, Vigilance audit and grants under 14th finance commission.
4. Monitoring of physical and financial progress of projects sanctioned under erstwhile Missions of UD.
5. Matters related to AMRUT reforms, transformative reforms, implementation
<table>
<thead>
<tr>
<th>Heritage City</th>
<th>Implementation of HRIDAY Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meenu Bajaj Room No 217-G, Nirman Bhawan, New Delhi-110011. Ph.011-2306240 <a href="mailto:meenu.bajaj11@nic.in">meenu.bajaj11@nic.in</a></td>
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<thead>
<tr>
<th>Urban Transport and Heritage City US</th>
<th>UT-I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lalit Kumar, Room No.407-C, Nirman Bhawan, New Delhi-110011. Ph.011-23062264 <a href="mailto:kumar.lalit@nic.in">kumar.lalit@nic.in</a></td>
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<th>UT-II</th>
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<tbody>
<tr>
<td>Biswanath Sahoo, Room No.301-B, Nirman Bhawan, New Delhi-110011. Ph.011-23062479, <a href="mailto:b.sahoo66@nic.in">b.sahoo66@nic.in</a></td>
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<table>
<thead>
<tr>
<th>MRTS-III</th>
</tr>
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<tbody>
<tr>
<td>Priya Mahadevan Room No. -B Nirman Bhawan, New Delhi-110011. 011-23061358 <a href="mailto:m.priya@nic.in">m.priya@nic.in</a></td>
</tr>
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<table>
<thead>
<tr>
<th>MRTS-IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>US(MRTS-IV),</td>
</tr>
</tbody>
</table>

<p>| Director (UT-I) |
| Director (UT-II) 011-23061916 <a href="mailto:uppili@gov.in">uppili@gov.in</a> |
| Director (UT-II), Sanjay Kumar R.No.333-C, Nirman Bhawan, New Delhi-110011. 011-23060481 <a href="mailto:Sanjaykumar.k@gov.in">Sanjaykumar.k@gov.in</a> |
| Director (UT-II), Sanjay Kumar R.No.333-C, Nirman Bhawan, New Delhi-110011. 011-23060481 <a href="mailto:Sanjaykumar.k@gov.in">Sanjaykumar.k@gov.in</a> |</p>
<table>
<thead>
<tr>
<th>UT-V</th>
<th>US(UT-V)</th>
<th>Jasbir Singh, Room No.311-B, Nirman Bhawan, New Delhi-110011. Ph.011-23062285 <a href="mailto:jasbir.singh18@nic.in">jasbir.singh18@nic.in</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>UT-IV</td>
<td>US(UT-IV)</td>
<td>Kumar Manoj Kashyap, Room No.203-B Nirman Bhawan, New Delhi-110011.</td>
</tr>
<tr>
<td>MRTS-I</td>
<td>US(MRTS-I)</td>
<td>Sunil Kumar, Room No.322-C, Nirman</td>
</tr>
<tr>
<td></td>
<td>1. All matters related to Metro Rail (all phases) in Delhi &amp; NCR (including Rapid Metro Rail Gurgaon Ltd. 2. Coordination work for briefs etc. in respect of Delhi &amp; NCR.</td>
<td></td>
</tr>
<tr>
<td>Number</td>
<td>Division</td>
<td>US</td>
</tr>
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<tr>
<td>3.</td>
<td>MRTS-II</td>
<td>US (MRTS-II)</td>
</tr>
<tr>
<td>1.</td>
<td>MRTS-II</td>
<td>US (MRTS-Coord)</td>
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<tr>
<td>13.</td>
<td>Delhi Division-1</td>
<td>Delhi Division-1 US (DD-I)</td>
</tr>
</tbody>
</table>

**MRTS-II**

1. All matter related to Metro Rail projects in Mumbai, Nagpur, Pune and Hyderabad Metropolitan Region, whether on Govt. funding model or on PPP.
2. Concession agreements for all Metro Rail Projects taken up on PPP.
3. All Legislation related matters for Metro Rail.
4. Gazette notification on alignment and other matters.
5. Allocation of Business rules.
6. Commission of Metro Rail Safety nomination of CMRS.
7. Safety certification and accident related issues.
8. Matter related to oversight Committee for Metro projects taken up on PPP as complete private initiative or with complete State Govt. funding.
9. All issues relating to Empowered Institution, Empowered Committee and PPPAC for Metro Projects on PPP.
10. Any other work as may be assigned from time to time.

**MRTS-Coord**

1. All matters related to Bangalore and Guwahati Metro Project.
2. All policy and technical matters common to all Metro Rail System in India including the following items of work:-
   a) National Metro Rail Policy,
   b) Standardisation and indigenization issues.
   c) Security related issues (Only coordination issues, issues pertaining to individual metros will be dealt by the respective desks).
3. Consultation meeting with Metro Administrations.
4. New technologies for Guided Urban Transit Systems like Monorail, Tramways, Metro cabs, PRT, etc.
5. National Urban Rail Transit Authority and Regulator for Metro Rail System in India.
6. Metro Railways Advisory Board.
7. R&D Centre for Metros.
8. Overall Coordination for all Metro Rail Projects including CCI etc. for UT Wing.
9. Metro Rail TAs.
10. Any other work as may be assigned from time to time.

**Delhi Division-1**

1. Master Plan of Delhi (MPD) and Zonal Development Plans (ZDP) of Delhi.
2. Change of Land Use proposals submitted by DDA.
3. Lutyen’s Bungalow Zone (LBZ): with respect to LBZ guidelines, LBZ boundary and Development Control Norms in LBZ.
5. Policy and matters related to land pooling.
6. Matters related to Additional FAR charges and use conversion charges.
7. Extension of Lal Dora in Rural Villages.
8. All matters related to Heritage Conservation Committee (HCC).

**Director (MRTS-I), Janardan Prasad, Room No.310-B, Nirman Bhawan, New Delhi -110011 Ph. 011-23062782 janardan.p@gov.in**

**DS (DD) P.C. Dhasmana, Room No.239-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23063661 dsdd-mud@gov.in**
| Delhi Division- II | US (DD-II), V.K. Kushwaha, Room No. 311-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23063401 virender.kushwaha@gov.in | 1. Policy and matters related to allotment of industrial plots by DDA including cases of alternate allotment from non-conforming areas to conforming areas (being dealt within Industrial Branch of DDA).  
2. Matters related to Un-earned increase (UEI).  
3. Delhi Development Act, 1957 including Amendment thereof except those specifically assigned to other Desks.  
4. Establishment matter of DDA.  
5. All matters related to allotment of Commercial lands by DDA.  
6. Policy matters related to conversion of leasehold to freehold (commercial & industrial units/land).  
7. All matters related to Delhi Urban Art Commission (DUAC) including budget and administration matters.  
8. All RTI, Public grievance, court and parliament matters (including laying of Annual Report and Audited Annual Accounts of DDA & DUAC in parliament) related to the items assigned to the Desk. |
| Delhi Division- III | US (DD-III), Manoj Kumar Gupta Room No. 320-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23061478 kumar.m13@nic.in | 1. General Housing Policy in Delhi.  
2. DDA’s public housing program and implementation thereof i.e., all matters related to Co-operative House Building Societies and Co-operative Group Housing Societies and the various schemes launched by DDA from time to time for allotment of dwelling units to the registrants.  
3. Construction activities and development of urban infrastructure by DDA.  
4. Policy regarding transfer of DDA colonies to MCD.  
5. Policy and matters regarding flats/residential plots allotted by DDA.  
6. Policy regarding additions/alterations in DDA flats.  
8. Policy matter related to conversion from leasehold to freehold (house, flats and residential plots).  
9. Matters related to pre-determined rates (PDR) and Ground rent.  
10. Development of Green Areas/Water Bodies by DDA.  
11. Matters related to development of Yamuna River.  
12. Matters related to Delhi Jal Board (DJB).  
13. Matters related to transport infrastructure in Delhi unless they are being specifically dealt with by UT division.  
14. All RTI, Public Grievance, VIP references, Court and Parliamentary matters related to the items assigned to the Desk. |
| Delhi Division- IV | US (DD-IV), Sunil Kumar Bhardwaj Room No. 320-C, Nirman Bhawan, New Delhi-110011. Ph. 011-23062987 bhardwaj.skumar@gov.in | 1. Matters related to GNCTD, NDMC and MCDs which have to be dealt in Delhi Division even though such matters may not be directly related to MoUD.  
2. Coordination with Delhi desk/section in MHA.  
3. Matters pertaining to Slum & JJ Departments (other than administrative matters)  
4. Matters regarding unauthorized construction and encroachment on public land |
<table>
<thead>
<tr>
<th>Delhi Division-V</th>
<th>US (DD-V)</th>
<th>Director (DD), Rahul Kashyap, Room No.211-C, Nirman Bhawan, New Delhi-110011, Ph. 011-230623871</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wing Registry</td>
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<td>Wing Registry</td>
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<tr>
<td>1.</td>
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<td>All matters pertaining to the receipt and issue of the dak of Delhi Division.</td>
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<tr>
<td>2.</td>
<td></td>
<td>Reports and returns of Delhi Division</td>
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<tr>
<td>3.</td>
<td></td>
<td>Periodic reports and returns in respect of communication from PMO, Ministers, MPs, VIPs etc.</td>
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<tr>
<td>4.</td>
<td></td>
<td>Compilation of statistics on items related to Delhi Division</td>
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<tr>
<td>5.</td>
<td></td>
<td>Maintaining codes, manuals and other relevant reference material.</td>
</tr>
<tr>
<td>6.</td>
<td></td>
<td>Watch on progress of fulfilment of parliament assurances of Delhi Division.</td>
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<tr>
<td>UCU Desk</td>
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<td>UCU Desk</td>
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<tr>
<td>11.</td>
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<td>All matters pertaining to Delhi Rent Control Act, 1958.</td>
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<td>12.</td>
<td></td>
<td>All matters pertaining to Delhi Apartment Ownership Act, 1986.</td>
</tr>
<tr>
<td>Delhi Division-V</td>
<td>US (DD-V)</td>
<td>Ramesh Chand Meena, Room No. 320- C, Nirman Bhawan, New Delhi-110011, Ph. 011-23062007 <a href="mailto:ramesh.meena@nic.in">ramesh.meena@nic.in</a></td>
</tr>
<tr>
<td>US (DD-V)</td>
<td></td>
<td>US (DD-V)</td>
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<tr>
<td>1.</td>
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<td>Policy and matters related to allotment of land by DDA to Institutions, Central/State Government/Public Sector Undertakings.</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td>Administration of DDA (Disposal of Developed Nazul Land) Rules, 1981 including their interpretation, enforcement and amendment except those specifically assigned to other desks.</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td>Matter related to old properties of DDA i.e. properties which are not covered by DDA (Disposal of Development Nazul Land) rules, 1981 (matters being dealt with in Old Scheme Branch of DDA).</td>
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<tr>
<td>4.</td>
<td></td>
<td>Policy and matters related to allotment of alternative plots on account of large scale acquisition of land for the Planned Development of Delhi.</td>
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<td>5.</td>
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<td>Policy regarding acquisition of land for Planned Development of Delhi by DDA.</td>
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<td>7.</td>
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<td>Policy and matters related to agricultural land.</td>
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<tr>
<td>8.</td>
<td></td>
<td>Administration of the staff in Delhi Division</td>
</tr>
<tr>
<td>10.</td>
<td></td>
<td>All RTI, Public Grievance, VIP references, Court and Parliamentary matters related to the items assigned to the Desk.</td>
</tr>
</tbody>
</table>

5. Sharing of taxes-property tax etc. 6. Matter related to Swachh Bharat Mission (SBM) in Delhi. 7. Coordination work related to Delhi Division except matters related to budget/establishment (which have to be dealt by DD-2 & DD-6 desks) including charge of Wing Registry. 8. Compilation and submission of various periodical returns/reports to Coordination Section. 9. Miscellaneous matters that have not been specifically allocated to any other Desk. 10. All RTI, PG, VIP references, Court and Parliamentary matters related to the items assigned to the Desk.
<table>
<thead>
<tr>
<th>Division</th>
<th>Desk</th>
<th>Contact Information</th>
<th>Responsibilities</th>
</tr>
</thead>
</table>
| Delhi Division VI | US (DD-VI) | M.K. Sharma, Room No. 315-C Nirman Bhawan, New Delhi-110011, Ph. 011-23063267 mksharma.edu@nic.in | 1. Regional Plan of NCR  
2. All matters related to National Capital Region Planning Board (NCRPB), including budget and administration matters.  
3. All matters related to NCRPB Act, 1985 and related rules.  
4. All matters related to ASIAD Games/Commonwealth Games properties.  
5. Policy regarding regularization of unauthorized colonies (including Nanavati Commission Report and Mathur Committee Report)  
8. All RTI, Public Grievance, Court and Parliamentary matters related to the items assigned to the Desk.  |
|  | PS Desk | C.V. Sarada, Room No. 203-C, Nirman Bhawan, New Delhi-110011, Ph. 011-23061462 cvsarada9903@gmail.com | All matters related to NBCC Ltd. |
|  | US (W-I), US (W-II), US (W-III) | I.M. Khan, Supriyo Mukherjee, Bhubendr Bahuguna, Room No.317-C, Room No. 335-C, Room No.301-C, Nirman Bhawan, New Delhi-110011, Ph. 011-23061151, Ph. 011-23061336, Ph. 011-23061366 | 1. Additions/Alterations of GPRA/GPOA  
2. Maintenance of GPRA/GPOA  
3. Works relating to President Estate/PM's residence  
4. Maintenance and upkeep of central vista  
5. Horticulture Operation, Central Air conditioning  
6. Fire fighting arrangements in office buildings  
7. Republic Days celebrations, Unfiltered water supply, Unauthorized construction in LBZ Area.  
1. All projects under GPOA and GPR.  
2. All works pertaining to prioritization Committee/EFC/SFC.  
3. Purchase/acquisition of land by CPWD.  
4. Five Year Plan and Annual Plan of CPWD.  
5. Budget of CPWD.  
6. Quarterly/monthly progress report of CPWD including works of departments.  
7. Mid-Term Appraisal report of various projects of CPWD including works of other department.  
8. Draft audit paras and reports of CAG.  
9. Arbitration cases of CPWD.  
10. Construction of statues and memorials.  
11. Functions at Samadhi Complex.  
12. Erection of memorials in honour of freedom fighters.  
13. Administration of Rajghat Samadhi Committee.  |
<table>
<thead>
<tr>
<th>EW-I</th>
<th>US (EW-I)</th>
<th>110011. 011-23063079</th>
<th><a href="mailto:s.mukherjee28@nic.in">s.mukherjee28@nic.in</a></th>
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<tr>
<td></td>
<td></td>
<td>5. Departmental charges.</td>
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<td>6. CPWD Manuals/Codes.</td>
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<td>7. Award of contracts &amp; black listing of contractors.</td>
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<td>8. Public Grievances pertaining to W-3 Desk.</td>
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<td>10. All co-ordination &amp; miscellaneous matters in the Works Division.</td>
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<td>12. All cases of review at the age 50/55 years of Group A&amp; B Engineering, Architectural and Horticulture officers.</td>
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<td></td>
<td>13. All Establishment matters of three Arbitrators under MOUD posted at Delhi, Kolkata &amp; Mumbai.</td>
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<td>14. Court cases relating to establishment matters of Group A&amp; B officers of CES, CE&amp;MES, CAS and Horticulture Wing.</td>
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<td>15. All Establishment and policy matters relating to Group “B” Gazetted Engineering and Horticulture cadres in CPWD.</td>
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| OS (Works), Jaideep Roy Chowdhury, Room No. 236-C, Nirman Bhawan, New Delhi - 110011 | 110011. Ph. 011-23062425 jaideep.roy@gov.in |
| EW-II | DO/SO (EW-II) | 1. All establishment matters of Group “C” staff of CPWD including Class IV and work-charged.  
2. Demands of Association of non-gazetted officers & Non-Technical Officers and Union of Work-charged staff.  
3. Disciplinary cases against Group “C”, Group “D” and Work Charged staff.  
4. Litigation cases of Group “C”, Group “D” and Work Charged staff.  
5. Complaints of NGOs and WC staff.  
7. Union Territory matters ancillary to subject dealt with.  
11. All JCM / Parliamentary matters on the subjects dealt with.  
12. Creation and continuance of units and posts in CPWD.  
14. Laws relating to contract labour.  
15. Write off the loses relating to Group “C” & “D” and U.T. employees.  
16. Allowances to CPWD staff in Nepal, NEFA, Sikkim etc. |
| --- | --- | --- |
| Pankaj Sinha  
Room No. 301-C, Nirman Bhawan,  
New Delhi-110011  
Ph. 011-23063715 | 15. UD Division | 1. All recommendations for EAPs to DEA.  
2. Barrier free built access to disabled and elderly persons.  
5. Matters relating to Disaster Management.  
7. Urban Infrastructure Development in Satellite towns around seven megacities (UIDSST).  
8. One time financial assistance to State of Andhra Pradesh for creation of new capital region. |
| US(UD-Desk),  
Sanjay Kumar  
Room No.310-C, Nirman Bhawan, New Delhi-110011.  
Ph.23061137  
sanjay65@nic.in | UD Desk | 15. UD Division | Director(UD),  
Yogender Singh,  
Room No.236-C,  
Nirman Bhawan, New Delhi-110011.  
Ph.No.23061979  
Dirud-mud@nic.in |
| LSG Desk          | US (LSG Desk), Naresh Kumar, Room No.202-C, Nirman Bhawan, New Delhi-110011. Ph.011-23061072, Naresh.kumar70@nic.in | 1. Policy matters related to 74th Constitutional Amendment Act.  
2. Matters related to Urban Governance, MPC, DPC.  
4. Amendment to State Municipality Acts and other similar matter received from MHA.  
5. Centre – State Relations, matters related with Inter State Council Secretariat.  
6. Twinning of Indian Cities with foreign cities.  
8. Municipal Accounting Standards – ICAI.  
10. 112th Constitutional Amendment Bill (50% reservation for Women’s Bill).  
13. Matters related to Regional Centre for Urban and Environmental Studies.  
16. Clearance of foreign visits of various officials/elected representatives of local bodies.  
17. Matters related to CBULB scheme.  
18. Digitalization Target of Ministry allotted by Meity. | Director (LSG), Yogender Singh, Room No.235-C, Nirman Bhawan, New Delhi-110011. Ph.No.011-23061979 Dirud-mud@nic.in |
| US (NULM-I), B.L. Meena, Room No.218-B, Nirman Bhawan, New Delhi-110011. Ph.011-23061185 bharatla.meena35@gov.in | NULM-I | 1. All matters relating to policy formulation and implementation of EST&P, SEP of NULM.  
2. Innovative/Special Projects.  
4. MTS for relevant components of NULM.  
5. Matter related to PM’s New 15 Point Programme for Minorities.  
6. Matters related to 20 point programme.  
7. Comments on policies, Cabinet Note, Draft of other Ministries.  
9. Monthly summary reports to Cabinet Secretariat.  
10. Research/Study proposals.  
11. VIP references on related subjects.  
12. Public grievances and other miscellaneous references received from the public/NGOs.  
13. All Parliamentary matters/ Assurances/Standing Committee/Consultative Committee.  
15. Court Cases on related subjects. | Director (NULM), Niraj Kumar, Room No.334-C, Nirman Bhawan, New Delhi-110011. Ph.011-23062127 |
| US(NULM-III), Pratibha Ahuja Room No.215-B, Nirman Bhawan, New Delhi-110011. Ph.011-23063470 | NULM-III | 1. All matters relating to policy formulation and implementation of SM&ID and SUVS of NULM.  
2. Innovative/Special Projects.  
4. MTS for relevant components of NULM.  
5. Comments on policies, Cabinet Note, Draft of other Ministries. | Director (NULM), Niraj Kumar, Room No.307-C, Nirman Bhawan, New Delhi-110011. Ph.011-23062127 |
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<td></td>
<td><strong><a href="mailto:pratibha.ahuja@nic.in">pratibha.ahuja@nic.in</a></strong></td>
<td><strong>6. Budget Matters.</strong>&lt;br&gt;7. Monthly summary reports to Cabinet Secretariat.&lt;br&gt;8. Research/Study proposals.&lt;br&gt;9. VIP references on related subjects.&lt;br&gt;10. Public grievances and other miscellaneous references received from the public/NGOs.&lt;br&gt;11. All Parliamentary matters/ Assurances/Standing Committee/Consultative Committee.&lt;br&gt;12. Court Cases on related subjects.&lt;br&gt;13. Monitoring of States through organisation of meetings, VCs, review of MPRs.&lt;br&gt;14. Formulation of Rules, Scheme etc. and other matters pertaining to Street Vendors’ Act.&lt;br&gt;15. Development of MIS, other software for NULM.</td>
<td><strong>NULM-II</strong>&lt;br&gt;<strong>Surendra Kumar,</strong>&lt;br&gt;Room No.215-B, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23066185&lt;br&gt;<a href="mailto:surenderk53@nic.in">surenderk53@nic.in</a></td>
<td><strong>DS(NULM),</strong>&lt;br&gt;<strong>Y.S. Awana,</strong>&lt;br&gt;Room No.238-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062923&lt;br&gt;<a href="mailto:dir-nulm@gov.in">dir-nulm@gov.in</a></td>
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<td><strong>US(NULM-II),</strong>&lt;br&gt;<strong>Surendra Kumar,</strong>&lt;br&gt;Room No.215-B, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23066185&lt;br&gt;<a href="mailto:surenderk53@nic.in">surenderk53@nic.in</a></td>
<td><strong>1. All matters relating to policy formulation and implementation of CBT and SUH (Shelters for Urban Homeless) and components of NULM.</strong></td>
<td><strong>CBUD</strong>&lt;br&gt;<strong>Joydev Pramanik,</strong>&lt;br&gt;Room No.202-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23063217</td>
<td><strong>DS(NULM),</strong>&lt;br&gt;<strong>Y.S. Awana,</strong>&lt;br&gt;Room No.238-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062923&lt;br&gt;<a href="mailto:dir-nulm@gov.in">dir-nulm@gov.in</a></td>
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<td><strong>US(CBUD)</strong>&lt;br&gt;<strong>Joydev Pramanik,</strong>&lt;br&gt;Room No.202-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23063217</td>
<td><strong>2. Maintaining component-wise physical progress.</strong>&lt;br&gt;<strong>3. IEC activities, all matters related to media campaign.</strong></td>
<td><strong>1. All matters relating to Capacity building, CBUD (World Bank) project/training programmes.</strong>&lt;br&gt;<strong>2. Knowledge Management.</strong></td>
<td><strong>Deputy CVO</strong>&lt;br&gt;<strong>Vivek Omar,</strong>&lt;br&gt;R.No.306-B, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062850&lt;br&gt;<a href="mailto:Viveko21773-ego@gov.in">Viveko21773-ego@gov.in</a></td>
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<td><strong>US (AV-I),</strong>&lt;br&gt;<strong>S.B. Prasad,</strong>&lt;br&gt;Room No.337-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23061682&lt;br&gt;<a href="mailto:sbrsad.adzr@nic.in">sbrsad.adzr@nic.in</a></td>
<td><strong>3. SECC.</strong>&lt;br&gt;<strong>4. Any other matter relating to poverty.</strong>&lt;br&gt;<strong>6. Knowledge Management.</strong></td>
<td><strong>AV-I</strong>&lt;br&gt;<strong>Swarnali Banerjee,</strong>&lt;br&gt;Room No.337-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062743&lt;br&gt;<a href="mailto:swarnali.banerjee35@gov.in">swarnali.banerjee35@gov.in</a></td>
<td><strong>Deputy CVO</strong>&lt;br&gt;<strong>Vivek Omar,</strong>&lt;br&gt;R.No.306-B, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062850&lt;br&gt;<a href="mailto:Viveko21773-ego@gov.in">Viveko21773-ego@gov.in</a></td>
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<td><strong>US(AV-II)</strong>&lt;br&gt;<strong>Swarnali Banerjee,</strong>&lt;br&gt;Room No.337-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062743&lt;br&gt;<a href="mailto:swarnali.banerjee35@gov.in">swarnali.banerjee35@gov.in</a></td>
<td><strong>1. Vigilance cases and complaints against Gr. ‘A’ officers of CPWD (other than Delhi PWD and Northern Region).</strong>&lt;br&gt;<strong>2. Vigilance cases and complaints against Board level officers of NBCC.</strong>&lt;br&gt;<strong>3. Vigilance cases and complaints against Group ‘A’ officers of Directorate of Printing and Department of Publication.</strong>&lt;br&gt;<strong>4. RTI, Court cases and Parliament Questions concerning the above.</strong></td>
<td><strong>AV-II</strong>&lt;br&gt;<strong>Swarnali Banerjee,</strong>&lt;br&gt;Room No.337-C, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062743&lt;br&gt;<a href="mailto:swarnali.banerjee35@gov.in">swarnali.banerjee35@gov.in</a></td>
<td><strong>Deputy CVO</strong>&lt;br&gt;<strong>Vivek Omar,</strong>&lt;br&gt;R.No.306-B, Nirman Bhawan, New Delhi-110011.&lt;br&gt;Ph.011-23062850&lt;br&gt;<a href="mailto:Viveko21773-ego@gov.in">Viveko21773-ego@gov.in</a></td>
</tr>
</tbody>
</table>
| 17 | Printing, Stationery and Publication | AV-III | US (AV-III)  
K B Tripathi  
Room No. 337-C, Nirman Bhawan, New Delhi-110011.  
Ph 011-23061682  
tripathi.kb@gov.in | 6. All monthly/quarterly/half-yearly/yearly reports and returns.  
7. RTI, Court cases and Parliament Questions concerning the above.  
1. Vigilance cases and complaints against Gr. ‘A’ officers of CPWD pertaining to Delhi PWD and Northern Region.  
2. RTI, Court cases and Parliament Questions concerning the above.  
Deputy CVO  
Vivek Omar,  
Room No. 306-B, Nirman Bhawan, New Delhi-110011.  
Ph 011-23062850,  
viveko21773-cgo@gov.in |
| AV-IV | US (AV-IV)  
M. Chandramohan  
Room No. 318-C, Nirman Bhawan, New Delhi-110011.  
Ph 011-23061407  
m.chandramohan961@nic.in | Vigilance matters related to HUDCO, HPL and CGEWHO.  
Deputy CVO  
Vivek Omar,  
Room No. 306-B, Nirman Bhawan, New Delhi-110011.  
Ph 011-23062850,  
viveko21773-cgo@gov.in |
| PSP-I | US (PSP-I)  
C.V. Sarada,  
Room No. 217-C, Nirman Bhawan, New Delhi-110011.  
Ph 011-23061828  
ev.sarada9903@gmail.com | All matters pertaining to:  
1. Directorate of Printing.  
2. Parliamentary matters pertaining to PSP-I desk.  
3. VIP references/GP pertaining to PSP-I desk.  
4. Cab. Sectt./PMO references pertaining to PSP-I desk.  
Director (PSP),  
M.P. Khadolia,  
Room No. 344-C, Nirman Bhawan, New Delhi-110011.  
Ph 011-23061524  
mp.khadolia@gov.in |
| PSP-II | SO (PSP-II)  
Amita Chauhan  
Room No. 305-B, Nirman Bhawan, New Delhi-110011.  
Ph 011-23062565 | (a) Stationery work:  
1. Policy executions and evaluation of Schemes and proposals.  
2. Follow up action on the reports of Committees/Study teams.  
3. Establishment matters of Govt. of India Stationery Office and field units.  
4. Disciplinary cases of Group “A” officers.  
6. Court cases on any of the matters mentioned above.  
7. Medical reimbursement claims requiring the approval of IFD/Ministry of Housing and Urban Affairs.  
8. Budget.  
10. All matter regarding Unions/Associations of the Ministry’s Joint Consultative Machinery.  
11. Compilation of Annual Reports etc.  
13. Follow up action on Audit Paras.  
14. Follow up action on recommendations of Parliamentary committees.  
Director (PSP),  
M.P. Khadolia,  
Room No. 344-C, Nirman Bhawan, New Delhi-110011.  
Ph 011-23061524  
mp.khadolia@gov.in |

**(b) Publication work:**

1. Policy execution and evaluation of Schemes and proposal of the department of Publications.
2. Follow up action on the reports of Committee/Study Teams.
5. Disciplinary cases of Group- “A” officers.
6. Court cases on any of the matters mentioned above.
7. Medical reimbursement claims requiring the approval of IFD/Ministry of Housing and Urban Affairs.
8. Budget.
9. Service conditions, Recruitment Rules, Recruitment etc. of the employees of the Department of Publications.
12. Follow up action on Audit Paras.
14. Matters relating to Unions/Associations and JCM matters.
15. Parliament questions.
16. Policy regarding stocking, distribution, sale, safe custody of publications and investigations of complaints regarding non-supply or non-availability/delay pertaining to the Department of Publications.

| 18 Hindi | Rajbhasha | AD(OL) | Suresh Chandra Chaturvedi | Room No. 14-G, Nirman Bhawan, New Delhi-110011. Ph.011-23062806 s.chandra60@nic.in | 1. Checking of translation from Hindi to English and English to Hindi with respect to M/o UD |
| | | | | | 2. Review of quarterly report for use of Hindi received from Sections and subordinate offices, |
1. Sustainable development goals and UN Habitat.
2. Municipal Bonds.
3. Economic Analysis, Monitoring and Evaluation of schemes.
4. Research Studies-appraisal, monitoring and evaluation.
5. Analysis on Policy Notes relating to the new sector/ministry.
8. Updation and comments on Economic Survey and other publications.
9. Presentation of Outcome Budget on NITI Aayog portal or otherwise.

Additional Economic Adviser,
Ashwini Kumar,
Room No.110-B, Nirman Bhawan, New Delhi-110011.
Ph.No.011-23061379
kumar.ashwini@nic.in

1. No officer of Under Secretary level is posted in Economic Division.

20 Housing Division

US(Housing)
Sailesh Jogiani
Room No.220-C, Nirman Bhawan, New Delhi-110011.
Ph.011-23062252
s.jogiani@gov.in
1. Real Estate (Regulation and Development) Act,2016. (RERA)
2. Nation Urban Rental Housing Policy.
4. Model PPP Policy for Affordable Housing.
5. Affordable Housing Projects on PSUs land.
6. National Urban Housing and Habitat Policy.
7. International Matters including UN-Habitat, Asia Pacific Ministerial Conference on Housing and Urban Development, Indi, Brazil and South Africa, Memorandum of Undertakings, Bilateral and/Multilateral issues, World Habitat Day etc.
8. Various representations, meeting invitations from various Real Estate Developers Associations,
9. Possibilities of Affordable Housing Project on vacant PSUs Parcels.
10. Low cost Housing/GST.

US(AA)
S.K. Bhagat,
Room No.221-G, Nirman Bhawan, New Delhi-110011.
Ph.011-23062910
sanjeetbhagat@nic.in
2. Administrative matter of Building Materials Technology Promotion Council (BMTPC) and other related issues including representations and RTIs,
3. Human Settlement Management Institute related issues,

HFA Division

US(HFA-I)
Jagdish Prasad,
Room No.218-G, Nirman Bhawan, New Delhi-110011.
Ph.011-23063029
jagdish.prasad90@gov.in
1. IEC activities supported under the Central Plan Allocation.
2. Demand Survey.
3. All matters of PMAY, including agenda items for the Central Sanctioning & Monitoring Committee(CSMC) in respect of the States- Haryana, Himachal Pradesh, J&K, Madhya Pradesh, Punjab, Rajasthan, Uttar Pradesh, Uttarakhand and Chhattisgarh.
4. Financial sanctions in respect of work assigned,
5. Parliament Questions/RTI/VIIP references connected with the work assigned,
6. MIS relating activities including Geo-tagging, PFMS/DBT/ABP etc,
7. Implementation of RAY in assigned States,
8. DRMC
9. Any other work as may be assigned by Secretary (MoHUA).

US(HFA-2 &3)
Vinod Gupta
Room No.104-G, Nirman Bhawan, New Delhi-
1. Coordination of Budget matters including Outcome Budget/Gender Budgeting,
2. All releases on the basis of sanctions issued by the HFA Divisions,
3. UCs related matters under PMAY (U),

DS(HFA-3)
S.C. Jana,
R.No.204-G, Nirman Bhawan, New Delhi-110011.
Ph.011-23062279
dhirfal-nhupa@gov.in

Deputy Secretary(H),
Akhil Saxena,
Room No.343-C, Nirman Bhawan, New Delhi-110011.
Ph.011-23062280
asaxena@nic.in

Director (HFA-I)
R.S. Singh,
Room No.219-G, Nirman Bhawan, New Delhi-110011.
Ph.011-23062279
dhirfal-nhupa@gov.in

DS(H),
Akhil Saxena,
Room No.343-C, Nirman Bhawan, New Delhi-110011.
Ph.011-23062280.
asaxena@nic.in
4. All matters of PMAY, including agenda items for the CSMC in respect of the States- **West Bengal, Odisha, Andhra Pradesh, Telangana, Kerala, Karnataka and Tamil Nadu**, Capacity Building Plans under HFA for States allotted.
5. Court cases, VIP matters, Parliamentary Questions and Scheme related issues under JNNURM (Residual work under JNNURM including follow-up of UCs/Completion Certificates has been assigned to Directorate, NOB).
6. Financial sanctions in respect of work assigned.
7. Parliament Questions/RTI/VIP reference connected with the work assigned.
8. Audit matters including PAC paras.
9. Coordination of Parliamentary Standing Committee matters.
10. National Law School of India University (NLSIU) Chair and related matters.
11. Organisation of review/other meetings including CSMC meetings and issue of minutes thereon (drafting of minutes would be done by the respective Divisions State/UTs-wise).
12. Any other work as may be assigned by Secretary(MoHUA).

1. Coordination with PMO/ NITI Aayog in matters related to implementation of PMAY (U),
2. PMAY (U)-HFA guidelines related issues including clarification thereon,
3. All policy matters relating to implementation of schemes assigned in the Mission Directorate,
4. Matters related to Multilateral/Extra Budgetary resources for PMAY (U)
5. Credit Linked Subsidy Scheme (CLSS) component of HFA,
6. CRGFT related matters,
7. All matters of PMAY including agenda items for the CSMC in respect of States- **Maharashtra, Gujarat and Goa**, Capacity Building plans under HFA for States allotted,
8. Financial sanctions in respect of work assigned,
9. RFD, Outcome/Output related matters under PMAY (U),
10. Parliament Questions/ RTI/ VIP reference connected with the work assigned,
11. Coordination with other Central Ministries for HFA mission scheme,
12. Implementation of RAY in respective States.
13. Any other work as may be assigned by Secretary (MoHUA).

1. Technology Sub-Mission under PMAY (U),
2. Coordination of matters related to Court cases/PG/Complaints under PMAY (U) after taking inputs from respective divisions,
3. All matters of PMAY, including agenda items for CSMC in respect of States falling in the North-Eastern Zone, Bihar, Jharkhand and all UTs including Delhi and Puducherry.
4. Work related to Capacity Building Plan under HFA for States falling under allotted zone,
5. Financial sanctions in respect of work assigned,
6. Parliament Questions/RTI connected with the work assigned,
7. Implementation of RAY in respective States and UTs.
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<td>8.</td>
<td>PMU related matter under PMAY (U).</td>
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<td>9.</td>
<td>Quality protocol and implementation {Field visits to States/UTs by officials of Ministry and PMU (RCs and Municipal/Lead Engineers)}.</td>
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<td>10.</td>
<td>Any other work as may be assigned by Secretary (MoHUA).</td>
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<td>21.</td>
<td>NERUDP</td>
<td>NERUDP</td>
<td>US (NURM)</td>
<td>Y.S. Yadav</td>
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<td>1.</td>
<td>NERUDP Scheme.</td>
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<td>10% Lumpsum Scheme for NER States.</td>
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<td>22.</td>
<td>Inter-national Cooperation Division</td>
<td>International Cooperation</td>
<td>US (IC)</td>
<td>Meenu Bajaj</td>
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<td></td>
<td></td>
<td>1.</td>
<td>Matters related to International Cooperation including MoUs/Agreements/Joint Working Groups with all countries related to urban development.</td>
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<td>23.</td>
<td>MISSION COORDINATION</td>
<td>M.C. Section</td>
<td>US (MC)</td>
<td>Y.S. Yadav</td>
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<td>All matters related to Mission Coordination.</td>
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<td>All matters regarding PRAGATI, E-Samiksha, OCMS and Prime Minister’s meeting on infrastructure projects.</td>
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<td>24.</td>
<td>Union Minister for M/o HUA</td>
<td>Addl. PS to Minister</td>
<td>Shubh Soni,</td>
<td>Room No.111-C, Nirman Bhawan, New Delhi-110011.</td>
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<td>25.</td>
<td>Secretary, M/o HUA</td>
<td>PS/PPS to Secretary</td>
<td>E V N J Krishna</td>
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<td>Room No.122-C, Nirman Bhawan, New Delhi-110011.</td>
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<td><a href="mailto:evnj.krishna@nic.in">evnj.krishna@nic.in</a></td>
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**Dy. Secretary (N), G. Ravinder, R.No 237-C, Nirman Bhawan, New Delhi. 011-2306270 dsnurm-mud@gov.in**

**Dy. Secretary (IC) Suneet Mehta, R.No 309-B, 011-23063661 Suneet.mehta@gov.in**

**Dy. Secretary (MC) G. Ravinder, Room No. 237-C, Nirman Bhawan, New Delhi-110011. Ph.011-23063495 dsnurm-mud@gov.in**

**PS to Minister/ Dy.Secretary S.K. Valiathan 011-23063495 Pstomin-mohua@gov.in**

**Sr.PPS/PSO Secretary K. Sunil, Room No.122-C, Nirman Bhawan, New Delhi-110011. Ph.011-23062377 Sunil.nair@nic.in**