No. O-16015/1/2007-Admin-I (RTI)
Government of India
Ministry of Urban Development
(Admin-I)

Nirman Bhawan, New Delhi
Dated the 9 January 2013

OFFICE MEMORANDUM

Sub: Central Public Information Officers (CPIOs) & Appellate Authorities (AAs) in Ministry of Urban Development – reg.

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In supersession of all the previous Orders/OMs on the subject, the undersigned is directed to enclose an updated and revised list of CPIOs/AAs in respect of various divisions of this Ministry for information and necessary action.

Encl: as above

(Jitender Kumar)
Under Secretary to the Govt. of India
Tel. 011-23061426

To:

1. PS to UDM/ PS to MOS (UD)
2. Sr. PPS to Secretary (UD)
3. PPS to AS (UD)
4. PPS to all Joint Secretaries of MoUD / PPS to JS & FA/ PS to EA/ PS to OSD (UT)
5. All Directors/ Deputy Secretaries/ Under Secretaries/ Desk Officers/ Section Officers in the Ministry.
6. Heads of Attached/ Subordinated Offices/ PSUs/ Autonomous Bodies
7. Office Order File
8. Hindi Section for Hindi version
9. Notice Board
10. Section Officer (PIC Cell)/ Section Officer (Coord.) /All Sections in MoUD
11. NIC Cell for Website of Ministry of Urban Development.

CENTRAL PUBLIC INFORMATION OFFICERS & APPELLATE AUTHORITIES IN THE SECRETARIAT OF MINISTRY OF URBAN DEVELOPMENT AS ON JANUARY 2013

S.No	Division/ Section	Designation & Address of CPIO(Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
1	**Coordination**	**Director / Dy. Secretary (Coord. & P.G.),** Ministry ofUrban Development, R.No. 313-C, Nirman Bhawan, New Delhi: 110108	1. The matters requiring coordination among more than two Divisions concerning M/o UD 2. Preparation of Annual Report 3. Collecting information & distribution of Invitation Cards for Republic Day & Independence Day celebrations 4. Collection of voluntary donations 5. Nomination for awards	**Joint Secretary (Admn. & Coord),** Ministry ofUrban Development, R.No. 235-C, Nirman Bhawan, New Delhi: 110108
2	**Parliament**	**Director / Dy. Secretary (Coord. & P.G.),** Ministry ofUrban Development, R.No. 313-C Nirman Bhawan, New Delhi: 110108	All Parliamentary matters concerning M/oUrban Development & M/o HUPA.	**Joint Secretary (Admn. & Coord),** Ministry ofUrban Development, R.No. 235-C, Nirman Bhawan, New Delhi: 110108
3	**PG Cell**	**Director / Dy. Secretary (Coord. & P.G.),** Ministry ofUrban Development, R.No. 313-C Nirman Bhawan, New Delhi: 110108	Public Grievances cases pertaining to M/o Urban Development	**Joint Secretary (Admn. & Coord),** Ministry ofUrban Development, R.No. 235-C, Nirman Bhawan, New Delhi: 110108
4	**Administrtion**	**Director / Dy. Secretary / Under Secretary (Adm.),** Ministry ofUrban Development, R.No. 209-C Nirman Bhawan, New Delhi : 110108	1. Cadre and establishment matters of Secretary/Addl.Secretary/ JointSecretary/ Director/ DeputySecretary/ Under Secretary/ Section Officers 2. Matters relating to appointment of Desk Officers/Director(OL)/Dy.Director (Monitoring), Accounts Officer, Dy. Director (OL) and other isolated posts. 3. UPSC/SSC Invigilation duty. 4. Appointment and pay fixation in respect of Group 'A' Officers of CPHEEO. 5. Training matters in India & abroad. 6. Establishment matters of Personal Staff of UDM & MOS(UD) 7. Cadre/Establishment matters of Sr.PPS/PPS & PS M/o UD and Attached Offices 8. Maintaining PAR/APAR of the Staff of M/o UD M/o HUPA. 9. Intimations under CCS(Conduct) Rules 1968 10. Intimation under AIS (Conduct) Rules 1968. 11. Annual Property return 12. Prohibition of Sexual harassment at work place. 13. Disciplinary cases of staff/officers of M/o UD and Appeal cases of M/o UD and	**Joint Secretary (Admn.),** Ministry of Urban Development, R.No. 235-C Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
			Attached Offices 14. Establishment matters relating to Canteen Staff and issue of liveries to them. 15. Cadre and Establishment matters of the Cadre of Assistants, Stenographers 'C' & 'D', UDCs, LDCs, Staff Car Driver, Group 'C' posts of Departmental Canteen, Tuition fee of the staff of M/o UD. 16. E-Service Book. 17. Procurement/issue of liveries of Group 'C'staff.	
5	**Administrtion**	**Director / Dy. Secretary / Under Secretary (GA & Cash),** Ministry ofUrban Development. R.No. 209-C Nirman Bhawan, New Delhi : 110108	1. Payment of salary to the staff, grants-in-aid & other projects grants, contingency, payment of TA/DA, issue of sanction of all long terms and short term advances(except HBA), maintenance of GPF Accounts, Income Tax assessment 2. House Buiiding Advance to staff/ officers, Medical reimbursement, Pension cases, Cadre and Establishment matters of Group 'D' employees of M/o UD. 3. Matters relating to telephones and faxes 4. Office accommodation to officers and offices in M/o UD 5. Procurement & issue of stationery and store items. 6. Purchase & maintenance of all office equipments, furniture's, fixtures, office cars 7. Deployment of Staff Car Drivers. 8. General housekeeping. 9. Matters relating to security including issue of I/Cards. 10. Allocation of budget to Arbitrator Office (WZ) & (EZ).	**Joint Secretary (Admn.),** Ministry of Urban Development, R.No. 235-C Nirman Bhawan, New Delhi: 110108
6	**Budget**	**Director / Dy. Secretary (Budget- I),** Ministry ofUrban Development, Nirman Bhawan, R.No. 314-C New Delhi: 110108	Budget matters i.e. Demand for Grants, Outcome Budget, Parliamentary Standing Committee matters, Zero Based Budget, monitoring of PAC, C&AG paras and all other matters related to Budget.	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
7	**Finance**	**Director / Dy. Secretary (Finance),** Ministry ofUrban Development, Nirman Bhawan, R.No. 343-C New Delhi: 110108	Matters pertaining to financial concurrence in respect of proposals received from Delhi Division, Works Division and UD III Division of Ministry	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
8	**Finance Desk-II**	**Director / Dy. Secretary (Finance),** Ministry ofUrban Development, R.No. 343-C	Matters pertaining to financial concurrence in respect of Proposals received from UD-I, UD-II, LSG/UCD, PIC, Urban Transport Division and JNNURM Directorate of the Ministry.	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
		Nirman Bhawan, New Delhi: 110108		Nirman Bhawan, New Delhi: 110108
9	**Finance Desk-III**	**Director / Dy. Secretary (Finance),** Ministry ofUrban Development, Nirman Bhawan, R.No. 343-C New Delhi: 110108	Matters pertaining to financial concurrence in respect of Proposals received from Administration, Coordination, Parliament and Hindi Sections of the Ministry and miscellaneous matters like returns/reports/circulation of orders etc. (through Supervisor)	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
10	**Accounts (I)**	**Director / Deputy FA,** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	Matters pertaining to financial concurrence in respect of proposals relating to L&DO and NBCC.	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
11	**US (DI)** **DESK-I**	**Director / Deputy FA,** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	Matters pertaining to financial concurrence in respect of Proposals relating to Ministry of HUPA.	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
12	**Finance Desk-I**	**Director / Deputy FA,** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	Matters pertaining to financial concurrence in respect of proposals received from PHE Section of the Ministry.	**Joint Secretary & Financial Adviser,** Ministry of Urban Development, R.No. 143-C Nirman Bhawan, New Delhi: 110108
13	**Hindi**	**Director / Joint Director (OL),** Ministry ofUrban Development, R.No. 202-C Nirman Bhawan, New Delhi: 110108	1. All matters for the implementation of Official Language Policy of the Union of India. 2. Translation from English to Hindi and vice-versa of all matters concerning M/o UD.	**Joint Secretary (Admn. & Coord),** Ministry ofUrban Development, R.No. 235-C, Nirman Bhawan, New Delhi: 110108
14	**(UD-I)**	**Director / Dy. Secretary**	Infrastructure Development schemes of UIDSSMT.	**Joint Secretary**

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
	(UIDSSMT)	(NURM-V), Ministry ofUrban Development, R.No. 237C Nirman Bhawan, New Delhi: 110108		(Mission), Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108
15	UD-II	Director / Dy. Secretary (UD), Ministry ofUrban Development, R.No. 212C, Nirman Bhawan, New Delhi: 110108	1. World Bank assisted Urban Development Projects (other than JNNURM/UT loans) – Review of loan documents/TA reports etc. 2. Aisan Development Bank assisted Urban development projects(Pertaining to State Governments) –Review of loan documents/TA reports etc. 3. Barrier free built access to disabled and elderly persons 4. Tax Free Municipal Bonds 5. Pooled Finance Development Scheme 6. Establishment matters pertaining to Town & Country Planning Organization (TCPO) 7. Indo-Japan Working Group on Urban Development 8. FDI matters relating to urban sector 9. Matters relating to Disaster Management 10. Strategic Plan of the Ministry 11. Results-Framework Document (RFD) of the Ministry 12. Coordination Committee of Development of Chandigarh and its Periphery 13. Sub-Committee of NDC on urbanization 14. NERUDP.	Joint Secretary (UD), Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108
16	UD-III	Director / Dy. Secretary (UD), Ministry ofUrban Development, R.No. 212C, Nirman Bhawan, New Delhi: 110108	1. Schemes for Satellite Towns around seven megacities 2. Lumpsum provision for the benefit of North Eastern Region including Sikkim 3. National Commission on urbanization.	Joint Secretary (UD), Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108
17	PHE	Director / Dy. Secretary (LSG), Ministry ofUrban Development, R.No.236C, Nirman Bhawan, New Delhi: 110108	1. PHE Training (PG Course, RC Course, Short Term Course). 2. Centrally sponsored Scheme for Solid Waste Management in 10 Air field Towns. 3. Accelerated Urban Water Supply Programme (AUWSP) 4. Externally Aided Projects. 5. BRIMSTOWAD Project . 6. Desalination Plant at Chennai. 7. National Urban Sanitation Policy . 8. Service Level Benchmarks. 9. National Mission on sustainable Habitat and Mithi River Project. 10. Matters relating to Recruitment of Officers and Framing RRs in CPHEEO.	Joint Secretary (UD), Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108

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18	PTG.	**Director / Dy. Secretary (PSP),** Ministry of Urban Development, R.No.210-C, Nirman Bhawan, New Delhi-110108	All establishment matter pertaining to Directorate of Printing.	**Joint Secretary (UD),** Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108
19	S & P	**Director / Dy. Secretary (PSP),** Ministry of Urban Development, R.No.210-C, Nirman Bhawan, New Delhi-110108	All establishment matter pertaining to Department of Publication and GISO, Kolkata.	**Joint Secretary (UD),** Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108
20	Vig-I	**Director / Dy. CVO,** Ministry ofUrban Development, R.No.340C, Nirman Bhawan, New Delhi: 110108	Vigilance cases of Group 'A' CPWD Officers of Zones other than Northern, NDZ, Outer Delhi and Delhi Admn. Zones, Dte. of Printing, Deptt. of Publication, Govt. of India Stationery Office and PSUs under the M/o UD/HUPA and allied matters.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
21	Vig.II	**Director / Dy. CVO,** Ministry ofUrban Development, R.No.340C, Nirman Bhawan, New Delhi: 110108	Vigilance cases pertaining to Ministry, L&DO, Dte. of Estates, Group 'A' officers of DDA, Appeal and review cases of CPWD officers.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
22	Vig.III	**Director / Dy. CVO,** Ministry ofUrban Development, R.No.340C, Nirman Bhawan, New Delhi: 110108	Vigilance cases of Group 'A' CPWD Officers of Northern, New Delhi, Delhi Admn. and other allied matters.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
23	PS	**Director / Dy. Secretary (Works),** Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	1. All matters relating to NBCC 2. CPWD Purchase of furniture 3. Hiring of Office accommodation 4. Procurement of building materials, local purchase, staff cars machinery and stores, monthly summary for the Cabinet, implementation of the decisions of the Cabinet. 5. Appointment on compassionate grounds.	**Joint Secretary (L&W),** Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108

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24	W-I	Director / Dy. Secretary (Works), Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	1. Additions/alterations of all GPOA buildings 1. Additions/alterations of all Type-V and above GPRA building including those occupied by Ministers and MPs 2. All works relating to President Estate & PM's residence. 3. Rajya Sabha/Lok Sabha House Committee 4. Horticulture operations 5. Central air conditioning 6. Fire fighting arrangements in office buildings. 7. Maintenance of office buildings. 8. Un-filtered water supply. 9. Republic Day/Independence Day celebrations.	Joint Secretary (L&W), Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108
25	W-II	Director / Dy. Secretary (Works), Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	1. All projects under GPOA and GPRA. 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 other departments. 7. Mid-Term appraisal report of various projects of CPWD including works of other departments. 8. Draft audit paras and reports of CAG. 9. Arbitration cases of CPWD. 10. Construction of statues and memorials.	Joint Secretary (L&W), Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108
26	W-III	Director / Dy. Secretary (Works), Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	1. Addition/alteration & maintenance of GPRA building of type IV & below. 2. CPWD codes. 3. EFC/SFC memos received from other Ministries/Departments. 4. Delegation of Financial powers. 5. Demolition of building, write off of losses and related matters. 6. Departmental charges. 7. All co-ordination matters in Works Division. 8. Works relating to Indian Road Congress, Indian Building Congress and other professional bodies. 9. Award of contracts & black listing of contractors.	Joint Secretary (L&W), Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108
27	EW-I	Director / Dy. Secretary (Works), Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New	All establishment matters relating to CPWD Officers.	Joint Secretary (L&W), Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
		Delhi: 110108		Delhi: 110108
28	EW-II	**Director / Dy. Secretary (Works),** Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	Establishment matters, court cases of Group 'C', 'D' and Work Charged Staff of CPWD.	**Joint Secretary (L&W),** Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108
29	Ceremonials	**Director / Dy. Secretary (Works),** Ministry ofUrban Development, R.No.313C, Nirman Bhawan, New Delhi: 110108	1. Organising of Birth/Death Anniversaries of Late Former Prime Ministers and related matters. 2. Issue of financial sanctions.	**Joint Secretary (L&W),** Ministry ofUrban Development, R.No. 138-C, Nirman Bhawan, New Delhi: 110108
30	LSG	**Director / Dy. Secretary (LSG),** Ministry ofUrban Development, R.No.236C, Nirman Bhawan, New Delhi: 110108	1. NUIS 2. Constitution (74th Amendment Act)/ Urban Governance 3. Twinning of cities 4. RCUES of (Mumbai, Lucknow, Hyderabad & IIPA, New Delhi, NIUA New Delhi: 110108 5. 13th Finance Commission and 14th Finance Commision 6. Capacity building schemes in Urban Local Bodies 7. NIUA 8. CLGF	**Joint Secretary (UD),** Ministry ofUrban Development, R.No. 144-C, Nirman Bhawan, New Delhi: 110108
31	MRTS-I	**Director / Dy. Secretary (MRTS-II),** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	i) All matters relating 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: 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 (CCI) etc.	**OSD(UT) & Ex.Officio Joint Secretary,** Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

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			f) Budget matters, Sr. term loan related matters, release of funds, Parliamentary matters, including Standing Committee/Consultative Committee. g) Gazette Notification for alignment etc. h) Customs duty related matters i) VIP references j) RTI Matters k) Deputation related matters. l) Land acquisition related matters m) High Powered Committee related matters n) Feeder bus service related matters o) Fare fixation Committee etc. p) Court cases ii) Coordination work for briefs etc. in respect of Delhi & NCR. iii) Matters related to RRTS for NCR, NCRTC. iv) Any other works as may be assigned from time to time.	
32	MRTS-II & MRTS-III	Director / Dy. Secretary (MRTS-I), Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	i) All matters related to Metro Rail Projects in Chennai, Kolkata, Jaipur, Mumbai, Hyderabad metropolitan region, Andhra Pradesh and Maharashtra, whether on Govt. funding model or on PPP including the following items of work : a) Signing & 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) 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.	OSD(UT) & Ex.Officio Joint Secretary, Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
			ii) New technologies for Guided Urban Transit Systems, like Monorail, Tramways, Metro cabs, Maglev, PRT, etc. iii) All policy and technical matters common to all Metro Rail System in India, including the following of work,: a) National Metro Rail Policy b) Standardization and indigenization issues c) Safety certification land accident related issues d) Security related issues iv) Consultation meeting with Metro administrations. v) National Urban Rail Transit Authority and Regulator for Metro Rail system in India. vi) Metro Rail Advisory Board. vii) R & D centre for Metros. viii) Coordination work for briefs etc. in respect of States of Tamil Nadu, West Bengal and Rajasthan, Andhra Pradesh, and Maharashtra. ix) All issues relating to Empowered Institution, Empowered Committee and PPPAC for Metro Projects on PPP. x) Ant other works as may be assigned from time to time.	
33	MRTS-IV	**Director / Dy. Secretary (MRTS-II),** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	i) All matters related to Metros under PPP (not specifically assigned to any other US/DO/SO),including the following items of work : a) Concession agreements for all Metro Rail Projects taken up on PPP. b) Matters related to Oversight Committee for Metro Projects taken up on PPP, as complete private initiative or with complete State Govt. funding.. ii) All items of work related to new Metro Projects (not specifically assigned to ay other US/DO/SO) including of Kochi, Bangalore, Chandigarh, Ahmedabad, Ludhiana etc. including the following items of work: a) Signing & implementation of 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 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.	**OSD(UT) & Ex.Officio Joint Secretary,** Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
			h) Customs duty related matters. i) VIP references/RTI matters. 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. iv) Coordination work for briefs etc. in respect of States of Gujarat, Haryana, Kerala and Punjab. v) Any other works as may be assigned from time to time.	
34	MRTS-Coord	**Director / Dy. Secretary (MRTS-I),** Ministry ofUrban Development, Nirman Bhawan, New Delhi: 110108	i) 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) Standardization and indigenization issue. c) Safety certification and accident related issues d) Security related issues ii) Consultation meeting with Metro Administrations iii) National Urban Rail Transit Authority and Regulator for Metro Rail System in India. iv) Commissioner for Metro Rail Safety v) New Technologies for Guided Urban Transit Systems like PRT etc. vi) Coordination for all Metro Rail Projects including CCI, budget etc. vii) RTI matters. viii) VIP references ix) Any other works as may be assigned from time to time.	**OSD(UT) & Ex.Officio Joint Secretary,** Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108
35	UT-I	**Director / Dy. Secretary (UT),** Ministry ofUrban Development, R.No.341C, Nirman Bhawan, New Delhi: 110108	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) Coordination work for briefs in respect of all States/UTs (excluding States/UTs specifically allocated to any other	**OSD(UT) & Ex.Officio Joint Secretary,** Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

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			US/DO/SO in UT wing of MoUD) vii) Special initiatives involving technical inputs like National Public Transport Helpline, Intelligent Transport System (ITS) means. viii) National Common Mobility Card across India. ix) Any other works as may be assigned from time to time	
36	UT-II	**Director / Dy. Secretary (UT-II),** Ministry ofUrban Development, R.No.211C, Nirman Bhawan, New Delhi; 110108	i) Advisories and circulars to various State Governments and agencies of State Govts. (including coordination for feeder bus service) ii) Matters related to Unified Traffic and Transportation Infrastructure Engineering Centre (UTTIPEC), other Urban Transport maters of NCR and GNCTD. iii) Implementation of National Urban Transport Policy (NUTP), 2006 and review. iv) Servicing the GoM on Overseeing the Modernization of Transport System in Delhi. v) Nodal US in-charge of Litigation in UT Wing vi) Urban Mass Transit Company (UMTC) vii) Coordination of all Parliamentary matters for UT wing including Parliamentary Committees (except coordination of Parliamentary questions related matters). viii) Servicing various Committees on Urban Transport ix) Allocation of Business Rules. x) Annual Plan and five year plans xi) RTI matters xii) Public grievance matters related to urban transport/MRTS projects (overall coordination). xiii) UT matters of NCRPB, except RRTS. xiv) High Power Committee on infrastructure. xv) Motor Vehicle Act, coordination with Ministry of Road Transport and Highways, ASRTC. xvi) NEMMP, NCEM, Auto Fuel Ploicy. xvii) Any other works as may be assigned from time to time.	**OSD(UT) & Ex.Officio Joint Secretary,** Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
37	UT-III	Director / Dy. Secretary (UT), Ministry ofUrban Development, R.No.341C, Nirman Bhawan, New Delhi: 110108	i) Work related to Global Environment Facility assisted projects. ii) Work related to World Bank. 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) Reciprocal Common Transport Agreement for NCR ix) All State Govt. projects taken up with External aid like JICA/ADB/AFD/KFW, etc. like Outer Ring Road of Hyderabad, Chennai, etc. x) Any other works as may be assigned from time to time.	OSD(UT) & Ex.Officio Joint Secretary, Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108
38	UT-IV	Director / Dy. Secretary (UT), Ministry ofUrban Development, R.No.341C, Nirman Bhawan, New Delhi: 110108	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) Any other works as may be assigned from time to time. x) Annual report of MoUD.	OSD(UT) & Ex.Officio Joint Secretary, Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108
39	UT-Coord	Director / Dy. Secretary (UT), Ministry ofUrban Development, R.No.341C, Nirman Bhawan, New Delhi: 110108	i) Over all coordination matters to Urban Transport (except public grievance) including : a) Parliament Questions. b) Budget speech, Economic Survey, President's Address. c) Audit and budget matters relating to Urban Transport (not specified elsewhere). d) Monthly reports. e) General administration works and all staff matters of UT wing ii) Special initiatives involving technical inputs like National	OSD(UT) & Ex.Officio Joint Secretary, Ministry ofUrban Development, Near Gate No.1, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
			Public Transport Helpline, Intelligent Transport System (ITS) matters. iii) National common Mobility Card across India iv) Setting up of Dedicated Urban Transport Fund at Central Govt. level and its management. v) Annual Urban Mobility India (UMI) conference & exhibition. vi) All matters related to Institute of Urban Transport (IUT). vii) Any other works as may be assigned from time to time.	
40	**NURM-I, JNNURM Directorate**	**Director / Dy. Secretary (N-I),** Ministry ofUrban Development, R.No. 340C Nirman Bhawan, New Delhi: 110108	(1) City Development Planning – all the technical and knowledge content that goes into City Development Planning; and matters related thereto. (2) Appraisal of CDPs (1st round), parameters & standards, analysis of experience and actions thereof, (3) Making CDP a living document, preparation of revised toolkits Immediate improvements in financial & institutional development plans, (4) Preparation of sectoral master plans, (5) Interface with appraisal agencies, their roles & performance management, (6) Management Information System (MIS) & Project Monitoring & Evaluation System (PMES) and matters related thereto including: i.) Analysis of all key management information needs of Mission Directorate and systems ii.) Existing MIS performance management, PMES development, O&M, user training Hardware procurement, space/facility/site preparation, Vendor interface (7) <u>Financial Reforms; and matters related thereto including:</u> i) MFIP recommendations and follow-up actions by partner institutions ii) Measures for leveraging institutional finance, Credit Rating (8) <u>Communication; and matters related thereto including:</u> i) Website development & Maintenance ii) Special events/ general seminars iii) Matters relating to UIG projects and reform implementation in the States of Bihar, Jharkhand, Maharashtra, Manipur, Meghalaya, Mizoram, Nagaland, Orissa, Tripura and West Bengal.	**Joint Secretary (Mission),** Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
41	**NURM-II, JNNURM Directorate**	**Director / Deputy Secretary (N-II),** Ministry ofUrban Development, Room No. 237-C, Nirman Bhawan, New Delhi-110108	1. Budget and Accounts. 2. Coordination matters within JNNURM. 3. CAG and ICAI related initiatives. 4. Audit matters 5. The work relating to the states of Uttar Pradesh, Uttarakhand, Haryana, Punjab, Himachal Pradesh, Jammu & Kashmir, Chandigarh & Chhatisgarh 6. VIP reference, PMO reference, Complaints, court cases on the subject assigned. 7. Analysis of reports of IRMA and other inputs- feeding the same into CSMC/ Reviews and other decision making processes. 8. Checking of CSMC proposals from financial point of view, i.e., processing of instalment/ State/ ULB share. 9. All the payments with respect to IRMA, PIU, PMU, & RAR	**Joint Secretary (Mission),** Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108
42	**NURM-III, JNNURM Directorate**	**Director / Deputy Secretary (N-III)** Ministry ofUrban Development, R.No.340C, Nirman Bhawan, New Delhi; 110108	1. Matters relating to the States training. 2. RCBH matters. 3. PEARL and their knowledge managers. 4. Reforms: - Reforms in various states and updation of primers - Matters related to Reforms Agenda and MoAS including: (i) Deployment and oversight of reform appraisal agencies' work (ii) New elements of reforms (iii) Preparation and dissemination of guidance/ advisory model laws/ approaches from MoUD (iv) Identification and dissemination of good practices in implementing reforms (v) Analysis of reports of RAAs and other inputs- feeding into CSMC / review and other decision making processes. 5. World Bank Heritage Project and ADB technical cell.	**Joint Secretary (Mission),** Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108
43	**NURM-IV, JNNURM Directorate**	**Director / Deputy Secretary (N-IV),** Ministry ofUrban Development, R.No.340C, Nirman Bhawan, New Delhi: 110108	1. CBUD/ other Capacity Building proposals. 2. ISNA 3. HPEC 4. Projects and matters relating thereto in the states of Gujarat and Rajasthan.	**Joint Secretary (Mission),** Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
44	**NURM-V, JNNURM Directorate**	**Director / Deputy Secretary (N-V),** Ministry ofUrban Development, R.No. 237C Nirman Bhawan, New Delhi: 110108	1. Matters relating to UIG projects and reform implementation in the following states/ UTs: Andhra Pradesh, Karnataka, Kerala and Tamil Nadu, Delhi, Goa and Pudducherry 2. Urban Infrastructure Development Scheme for Small and Medium Towns 3. Existing MIS performance management, PMIS development, O&M, user training. 4. Project implementation (Project Monitoring Cell at Mission Directorate); and matters relating thereto. 5. Dissemination of good practices in project implementation. 6. Analysis of reports of IRMA and other inputs- feeding the same into CSMC/reviews and other decision making processes. 7. RTI and matters related thereto. 8. Parliament matters.	**Joint Secretary (Mission),** Ministry ofUrban Development, R.No. 140-C, Nirman Bhawan, New Delhi: 110108
45	**Delhi Division (DD-I)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Master Plan, Zonal Development Plans of Delhi including amendments and change of land use. 2. Lutyen's Bungalow Zone guidelines. 3. Building bye-laws. 4. Misuse of property. 5. Parking policy (as per Master Plan of Delhi). 6. Policy regarding transfer of DDA colonies to MCD. 7. Extension of Lal Dora in Rural Village.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
46	**Delhi Division (DD-II)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Administration of DDA Act, 1957 and rules there under. 2. Establishment matters of DDA. 3. Policy matters relating to allotment of commercial lands by DDA. 4. Policy matters relating to allotment of industrial lands by DDA. 5. Policy matters relating to shifting/closure of industries. 6. Policy matters relating to Rehabilitation of traders. 7. Restructuring of DDA. 8. Matters relating to Delhi Urban Art Commission. 9. Matters relating to conversion from lease hold to free hold (shops and industrial units).	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108

Sl. No.	Division/ Section	Designation & Address of CPIO (Shri/Ms.)	Subject matter dealt	Designation & Address of Appellate Authority (Shri/Ms.)
47	**Delhi Division (DD-III)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Policy matters relating to allotment of flats by DDA. 2. Policy matters relating to Co-operative House Building Societies Co-operative Group Housing Societies. 3. Policy matters relating to Rohini Residential Scheme, 1981 4. Policy matters relating to allotment of shops, stalls and commercial built up units by DDA. 5. Policy matters relating to construction activities relating to housing projects of DDA. 6. Policy regarding out of turn allotment of lats/plots/ Shops by DDA. 7. Policy regarding additions/alterations in DDA flats. 8. Matters relating to conversion from lease hold to free hold (houses/flats).	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
48	**Delhi Division (DD-IV)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Policy regarding Relocation of slums/jhuggi jhopris/slum clearance scheme. 2. Matters pertaining to Slum & JJ Department (other than administrative matters). 3. Policy regarding regularization of unauthorized colonies (including provision of civic amenities). 4. Unauthorised construction and encroachment on public land in Delhi including their demolition/removal.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
49	**Delhi Division (DD-V)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Policy regarding acquisition of land for planned development of Delhi. 2. Policy matters relating to allotment of alternative plots. 3. Policy matters relating to allotment of land by the DDA to institutions. Central/State Governments/Public Sector Undertakings. 4. Policy matters relating to old properties of DDA (matters being dealt with in Old Scheme Branch of DDA). 5. Policy matters relating to land records. 6. Processing of Shrivastava Committee Report. 7. Policy regarding involvement of private sector in land assembly and housing.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108
50	**Delhi Division (DD-VI)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry ofUrban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Matters relating to NCR Planning Board/Regional Plan. 2. Matters relating to Delhi Jal Board (DJB). 3. Matters relating to NDMC/MCD/GNCTD etc. 4. Urban Development Fund. 5. Development of Urban infrastructure by DDA. 6. Development of Green Areas by DDA. 7. Development of Yamuna River. 8. Matters relating to street vendors in Delhi. 9. Development of urbanized villages.	**Additional Secretary(UD),** Ministry ofUrban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108

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			10.Matters relating to ASIAD Games/ Commonwealth Games/ Properties. 11.Sharing of taxes - Property tax etc.	
51	**Delhi Division (DD-VII)**	**Joint Secy. (Delhi) / Director / Deputy Secretary (DD)** Ministry of Urban Development, R.No. 240C Nirman Bhawan, New Delhi: 110108	1. Delhi Rent Act 2. Delhi Apartment Ownership Act 3. Urban Land(Ceiling & Regulation) Act	**Additional Secretary(UD),** Ministry of Urban Development, R.No. 117-C, Nirman Bhawan, New Delhi: 110108