

No. A-65011/65/2004-P.II(Pt.)
Government of India
Ministry of Environment, Forest and Climate Change

Indira Paryavaran Bhawan,
Jor Bagh Road, Aliganj,
New Delhi-110003.

Dated: 22nd September, 2015.

OFFICE ORDER

Consequent upon appointment of Shri Sanjiv Kumar, IAS as Joint Secretary in this Ministry, the work among the following Joint Secretaries is allocated as under with immediate effect and until further orders:-

S.No.	Name of the Officer	Items of Work	Reporting to
1.	Shri Sanjiv Kumar, Joint Secretary	<ul style="list-style-type: none">➤ Administration including General Administration➤ Citizen Charter➤ RFD➤ Protocol➤ Right to Information➤ E-Governance / IT➤ Media Cell➤ IWSU➤ General Coordination	AS(MMK)
2.	Shri Anil Bahuguna, Joint Secretary	<ul style="list-style-type: none">➤ Parliament➤ Official Language➤ Green India Mission➤ NMNH ➤ Director, National Institute of Animal Welfare ➤ Forest Establishment	AS(MMK) SS(HKP) DGF&SS

2. This issues with the approval of the Competent Authority.


(M.K. Rai)

Under Secretary (P-II)

Distribution:-

1. Shri Sanjiv Kumar, Joint Secretary, MoEF&CC
2. Shri Anil Bahuguna, Joint Secretary, MoEF&CC
3. PS to Minister of State (I/C) for EF&CC
4. PPS to Secretary (EF&CC)/ PPS to DGF&SS/ PPS to SS(HKP)
5. AS(SK)/ AS(MMK)/ AS&FA/ ADG(WL)/ ADG(FC)/ ADG(PT)
6. JS(AS)/ JS(AKM)/ JS(MKS)/ JS(RSP)/ JS(BS)/ Economic Adviser/ Statistical Adviser/ All Scientists 'G'/ All IGFs/ CE(CCU)
7. All officers of the level of DS/Director.
8. Consultant (IT) for updation on website.
9. US(GA)/ US(GC)/ US(RFD & IWSU)/ US(Media)/ US(Parliament)/ DD(OL)/ US(FE)/ US(NMNH)/ US(AW)
10. GC/ GA/P.I./Parliament/ Protocol/ RTI Cell/Vigilance Cell/ IWSU/IFC
11. Guard File/Spare Copies