

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 – 110 003.
Dated: 27th July, 2017

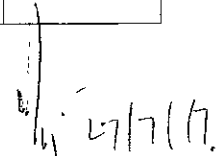
OFFICE ORDER

Pursuant to appointments of Shri Anil Kumar Jain, IAS (MP:86) and Shri Arun Kumar Mehta, IAS (JK:88) as Additional Secretaries in Ministry of Environment Forest and Climate change, the work among senior officers is allocated, as under, with immediate effect:

Sl. No.	Name & Designation of the Officer	Items of Work	Reporting to
1	Dr. Amita Prasad, Additional Secretary	<ul style="list-style-type: none"> ➤ Bio-diversity Conservation including BCRLIP ➤ All CBD matters (Convention, its Protocol, NBA and GEAC) ➤ Environmental Education ➤ Centrally Sponsored Schemes on Mangroves and Coral Reefs ➤ G.B. Pant Institute of Himalayan Environment and Development and ICIMOD ➤ Centres of Excellence, namely TBGRI, FRLHT, SACON, CES ➤ Botanical Garden of India Republic & Assistance to Botanical Gardens ➤ UNDP Projects on Medicinal Plants ➤ Man and Biosphere Reserves Programme ➤ Botanical Survey of India and Zoological Survey of India including Taxonomy Capacity Building ➤ Ecologically Sensitive Areas ➤ Wetlands and Ramsar Convention ➤ Research in Environment Division ➤ National Plan for Conservation of Aquatic Eco-systems ➤ National River Conservation Directorate ➤ National Museum for Natural History 	Secretary
2	Shri Anil Kumar Jain, Additional Secretary	<ul style="list-style-type: none"> ▪ Impact Assessment Division – IA Policy, EC related cases of River Valley, Hydro-power, Thermal Power, Coal Mining & Infrastructure 	Secretary

Sl. No.	Name & Designation of the Officer	Items of Work	Reporting to
		<ul style="list-style-type: none"> ▪ Hazardous Substances Management Division (HSMD) including chemicals related Conventions and World Bank aided CBIPM ▪ International Cooperation, SDG and GEF ▪ Ozone Cell & Montreal Protocol ▪ IUCN ▪ Administration including GA, GC,RFD ▪ Citizen Charter ▪ PG ▪ Parliament ▪ IWSU ▪ Protocol, Media ▪ e-Governance & IT ▪ Hindi (Official Language) ▪ Animal Welfare 	
3	Shri Arun Kumar Mehta, Additional Secretary	<ul style="list-style-type: none"> ❖ Climate Change Convention, Protocol and all related matters including National Action Plan on Climate Change (NAPCC) ❖ Green India Mission ❖ Desertification including United Nations Convention to Combat Desertification (UNCCD) ❖ CRZ and SICOM ❖ Impact Assessment of Non-Coal Mining, Industry, Defence & Strategic Projects ❖ Control of Pollution including administration of Central Pollution Control Board (CPCB) ❖ Environment Health ❖ Environment Policy & Law including Legal Cell ❖ Work relating to NGT ❖ Clean Technology along with combined Scheme of Promotion of Clean Technology, Waste Minimization Strategies and Fly Ash 	Secretary

2. This issues with the approval of competent authority.


 (Anil Sant)
 Joint Secretary

Distribution :

1. Dr.Amita Prasad, Additional Secretary
2. Shri Anil Kumar Jain, Additional Secretary
3. Shri Arun Kumar Mehta, Additional Secretary
4. PS to Minister of State (I/C) for EF&CC
5. PPS to Secretary (EF&CC)/ PPS to DGF&SS
6. AS&FA/Sr.Adviser/ADG(WL)/ADG(FC)
7. JS(AS)/ JS(RSP)/ JS(GB)/ JS(JT)/Statistical Adviser/ Economic Adviser/ All Scientist
`G'/All IGFs/CCA/CE(CCU)
8. All officers of the level of DS/Director
9. Consultant (IT) for updation on website
10. GA/ GC/ Parliament/ P.I/ P.II/ P.III/ IWSU/ RTI/ Protocol/ Vigilance Section/
Reception Officer/All concerned Divisions/Information & Facilitation Counter,
MoEF&CC
11. Personal File/Guard File/Spare Copies