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:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name &amp; Designation of the Officer</th>
<th>Items of Work</th>
<th>Reporting to</th>
</tr>
</thead>
</table>
| 1       | Dr. Amita Prasad, Additional Secretary | ➢ 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, SACION, 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 |
<p>| 2       | Shri Anil Kumar Jain, Additional Secretary | ➢ Impact Assessment Division – IA Policy, EC related cases of River Valley, Hydro-power, Thermal Power, Coal Mining &amp; Infrastructure | Secretary |</p>
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<tbody>
<tr>
<td></td>
<td></td>
<td>• Hazardous Substances Management Division (HSMD) including chemicals related Conventions and World Bank aided CBIPM • International Cooperation, SDG and GEF • Ozone Cell &amp; Montreal Protocol • IUCN • Administration including GA, GC, RFD • Citizen Charter • PG • Parliament • IWSU • Protocol, Media • e-Governance &amp; IT • Hindi (Official Language) • Animal Welfare</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Shri Arun Kumar Mehta, Additional Secretary</td>
<td>✤ 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 &amp; Strategic Projects ✤ Control of Pollution including administration of Central Pollution Control Board (CPCB) ✤ Environment Health ✤ Environment Policy &amp; 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</td>
<td>Secretary</td>
</tr>
</tbody>
</table>

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