

OFFICE ORDER No. 03 / 2017

Subject: Modification in Work Allocation of Wings of MSDE

In partial modification of this office order of even number dated 31-03-2017, the following corrigendum / addition / deletion / modifications / clarifications etc are hereby issued for information and appropriate follow up action by all concerned.

**Wing-1 (Administration and Entrepreneurship)
Wing Head -JS (A&E) – Ms Jyotsna Sitling**

S. No.	Item of Work
A	ADMINISTRATION
New Item /addition	Parliament Matter of MSDE:- Co-ordination relating to the meetings of the Standing Committee and Consultative Committee of Parliament attached to MSDE
1.	Line Ministry Coordination: - In respect of following Ministries: - Cabinet Secretariat, PMO, President's Secretariat, Ministry of Personnel, Public Grievances & Pension, MHA, M/o Law, M/o Parliamentary Affairs, Lok Sabha, Rajya Sabha, Election Commission of India, Space, Atomic Energy and any other Ministries not assigned to any Wing
2.	State engagement: - Odisha, Chhattisgarh, Andhra Pradesh, Telangana and Karnataka and Kerala, West Bengal.
E	ENTREPRENEURSHIP
1.	Co-ordination with line Ministries / Department viz; M/o Commerce and Industry, MSME, NITI Aayog, Social Justice and Empowerment, M/o Tribal affairs, Agriculture and Farmers Welfare, Environment & Forest and Climate Change, Women and Child Development, Tourism, M/o Minority Affairs
2.	State engagement:- Goa, Himachal Pradesh, J&K, Uttarakhand UTs of Andaman and Nicobar Island, Chandigarh, Dadra & Nagar Haveli, Lakshadweep, Pondicherry.

**Wing-II – Skill Development & Vigilance
Wing Head: - JS (SD&V) -Shri Rajesh Agrawal,**

S. No.	Item of Work
1.	Co-ordination with line Ministries / Departments viz; Civil Aviation; Electronics & IT, Food Processing Industries. Rural Development, Urban Development, Housing & Urban Poverty Alleviation, Defence; Finance, Railways; Shipping; Water Resources, RD and Ganga Rejuvenation, Road Transport & Highways, M/o Heavy Industries & Public Enterprise, MEA Communication; DONER, Textiles.
2.	State Engagements: - Assam, Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura, Delhi, Uttar Pradesh, Bihar, Jharkhand, Maharashtra, and Gujarat

Wing-III : Policy, Quality & Standards. Wing Head: - EA (Mrs Vinita Aggarwal)

S. No.	Item of Work
1.	Item No. 3 will read as : - National Skill Development Mission
2.	Co-ordination with Line Ministries / Departments: - HRD, Culture, Youth Affairs & Sports, M/o Science & Technology, M/o Statistics and Programme Implementation, Health & FW, Ayush, Drinking Water and Sanitation, Urban Development. Coal, Steel & Mines, Petroleum and Natural Gas, Power, New & Renewable Energy, Chemical and Fertilisers. Consumer Affairs, Food and Public Distribution, Earth Sciences,
3.	State Engagement:- Madhya Pradesh, Punjab, Rajasthan, Haryana, Tamil Nadu.

Wing-IV –Training & Apprenticeship Training- T&AT / DGT
Wing Head: JS (T&A) – Shri Asheesh Sharma

S. No.	Item of Work
	No Change

Wing-V (Finance). Wing Head :- AS&FA

1.	Item No.4 Co-ordination relating to Standing Committee stands deleted
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2. All files of Wing-I and Wing-III requiring approval of Secretary / Minister are to be routed through the Senior Adviser while the files pertaining to Wing-IV and Wing-V would be submitted to the Secretary directly by the Wing Heads. Similarly, files relating to Item Nos 1, 2, and 9 of **Wing-II** would be submitted to the Secretary directly while other files of Wing-II would also be routed through SA.
4. So far as the allocation of the States / UTs and Ministries are concerned, it is hereby clarified that all references should be dealt by the Wing Head concerned as per work allocation. Only such miscellaneous references for which there is no allocation in MSDE as per AOB Rules, such items would be handled by the Wing Head concerned as per State/UT and Ministry assignment has no assigned would be dealt as per State /Ministry allocation. Further, co-ordination between NSDC and DGT allotted EA (VA) pertains to policy matter but not for the purpose of answering Parliament questions.
5. Since the above order is clarificatory, it shall be effective from 1-4-2017 till further orders.
6. -A consolidated order including changes / clarifications in this OM would be issued separately.
7. This issues with the approval of the Secretary.



(SONU BHATIA)

Under Secretary to the Govt. of India

Tel: 2345 0829

- (i) JS (JS) / JS (RA) / JS (AS)/ EA / AS & FA
- (ii) All DSs/Directors in MSDE
- (iii) PS to MoS (I/C), MSDE
- (iv) PPS to Secretary, MSDE
- (v) PA to Sr Adviser
- (vi) CCA, MSDE / PAO, MSDE
- (vii) All Officers in MSDE
- (viii) SO(SP)/SO(JP)/Office Order folder
- (ix) STD, NIC, MSDE for uploading of the order on website.