



सत्यमेव जयते

INDUCTION MATERIAL

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF ECONOMIC AFFAIRS

2025

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Chapter-I

Introduction

INTRODUCTION

1. At present, Ministry of Finance has the following six Departments:

1. Department of Economic Affairs
2. Department of Expenditure
3. Department of Revenue
4. Department of Financial Services
5. Department of Investment and Public Asset Management
6. Department of Public Enterprises

2. The Ministry of Finance was re-organized in the year 1949 in two Departments:

- (a) Department of Revenue and Expenditure; and
- (b) Department of Economic Affairs.

In 1956, two separate Departments viz. Department of Revenue and Department of Expenditure were created.

Ministry of Disinvestment which was created in December 1999 was brought under Ministry of Finance as 'Department of Disinvestment' in May 2004. The Department of Disinvestment was renamed Department of Investment and Public Asset Management (DIPAM) w.e.f. from 14th April, 2016.

On 28th June, 2007, a new Department of Financial Services was created by carving the Banking and Insurance Division out of the Department of Economic Affairs.

On 06th July, 2021 Department of Public Enterprises, which was earlier under Ministry of Heavy Industries, was made a part of Ministry of Finance.

3. Vision:

Promote faster, equitable and sustainable growth of Indian economy.

4. Mission:

To formulate policies and advice for maintaining sound public finances through sustainable, equitable and efficient use of the nation's economic resources, promoting conditions that accelerate sustainable economic growth through developing sound economic policies and preparing for future economic challenges and opportunities; as well as leading India's bilateral and multilateral economic and financial engagements.

5. Functions:

1. Preparation and presentation of the Union Budget; as well as Budgets for the State Governments under President's Rule and Union Territory Administrations.
2. Formulation and overseeing the economic policies and programmes of the Government having a bearing on domestic and international aspects of economic management including fiscal and monetary policy, public debt management, prices, credit and investment regulations. Borrowings, lending and Ways and Means of the Union Government.

3. Responsible for currency and coins of various denominations.
4. Management of external financing (loans, grants and technical cooperation) from bilateral and multilateral entities, including representing India on the multilateral development banks, contracting of loans (for the GoI, State/UT Governments and other Government entities), repayments, maintenance of accounts, etc.
5. Strengthening external relations (bilateral and multilateral ties) through Finance Tracks of G20, BRICS, SAARC and other multilateral forum such as ASEAN, BIMSTEC, SCO, etc. as well as economic and financial dialogues with key countries.
6. Regulation and policies of Financial Markets, including stock exchanges
7. Matters relating to financial stability, including Financial Stability and Development Council (FSDC), crypto assets, etc.
8. Matters relating to India's inward and outward investments, including National Investment and Infrastructure Fund, Foreign Venture Capital Investment, Alternative Investment Funds, etc.
9. Matters relating to infrastructure policy, including infrastructure financing, capacity building and operations of infrastructure debt funds, Real Estates Investment Trusts (REITS) and Infrastructure Investment Trusts (InvITs), municipal bonds, etc.
10. Matters relating to digital economy, including FinTech
11. Indian Economic Service cadre management

6. Institutions under DEA:

1. Security Printing and Minting Corporation of India Ltd.
2. National Savings Institute.
3. Securities and Exchange Board of India.
4. Securities Appellate Tribunal.
5. International Financial Services Centres Authority.

7. Acts administered by DEA:

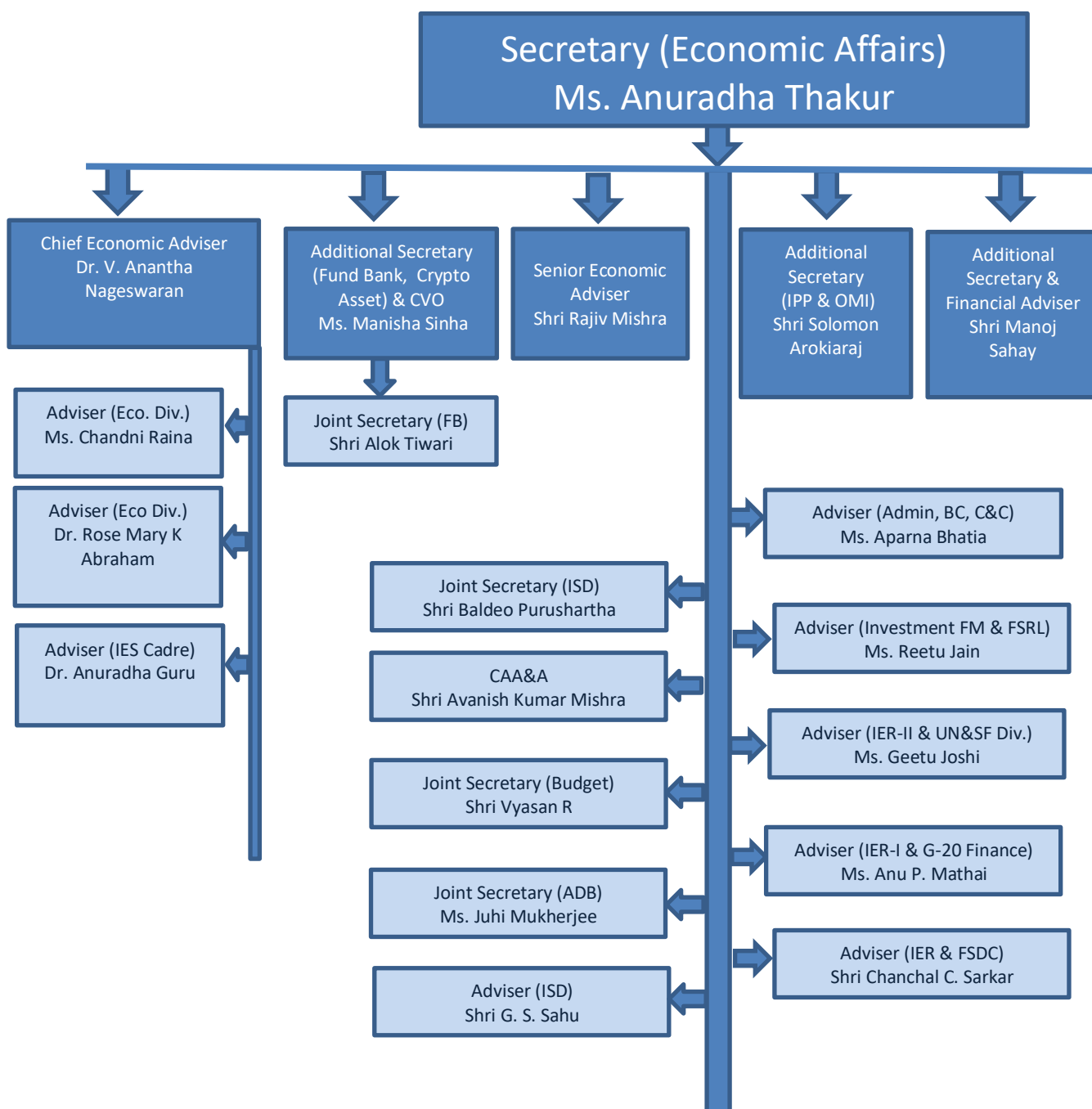
1. The Government Savings Promotion Act, 1873 (5 of 1873).
2. Indian Trusts Act, 1882 (2 of 1882) (Section 20 dealing with investments).
3. Chapter III-F (Monetary Policy) of the Reserve Bank of India Act, 1934.
4. The Public Debt Act 1944 (18 of 1944).
5. The International Monetary Fund and Bank Act, 1945 (47 of 1945).
6. The Contingency Fund of India Act, 1950 (49 of 1950).
7. The Finance Commission (Miscellaneous Provisions) Act, 1951 (33 of 1951).
8. Securities Contracts (Regulation) Act, 1956 (42 of 1956).
9. The International Finance Corporations (Status, Immunities and Privileges) Act 1958 (42 of 1958).
10. The International Development Association (Status, Immunities and Privileges) Act, 1960
11. The Asian Development Bank Act, 1966 (18 of 1966).
12. The Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act 1971 (56 of 1971).
13. The African Development Fund Act, 1982 (1 of 1982).
14. The African Development Bank Act, 1983 (13 of 1983).
15. The Securities and Exchange Board of India Act, 1992 (15 of 1992).
16. The Depositories Act, 1996 (22 of 1996).
17. The Foreign Exchange Management Act, 1999 (42 of 1999) except the enforcement work of Department of Revenue and investigation and compounding done by RBI.
18. Central Road and Infrastructure Fund Act, 2000.
19. The Fiscal Responsibility and Budget Management Act (2003) and Rules (2004).

20. The Government Securities Act, 2006 (38 of 2006).
21. The Coinage Act, 2011 (11 of 2011).
22. Specified Bank Notes (Cessation of Liabilities) Act, 2017.
23. The Fugitive Economic Offenders Act, 2018 and Rules made there under.
24. International Financial Services Centres Authority (IFSCA) Act, 2019
25. The Bilateral Netting of Qualified Financial Contracts Act, 2020.

8. The Department of Economic Affairs is divided into eighteen functional Divisions as under:

1. Administration and Coordination;
2. Aid, Accounts and Audit;
3. Asian Development Bank
4. Bilateral Cooperation and Sustainable Finance;
5. Budget;
6. Currency and Coin;
7. Economic;
8. Financial Markets;
9. Financial Sector Reforms and Legislation;
10. Financial Stability and Cyber Security;
11. Fund Bank;
12. Infrastructure Policy and Planning;} Infrastructure Finance Secretariat
13. Infrastructure Support and Development;}
14. Integrated Finance;
15. International Economic Relations;
16. Investment and Digital Economy;
17. Other Multilateral Institutions and
18. Vigilance.

ORGANIZATION CHART OF THE DEPARTMENT OF ECONOMIC AFFAIRS



Chapter-II

Key Responsibilities of Divisions

S. No.	Name of Division	Key Responsibilities
1.	Administration and Coordination Division	<ul style="list-style-type: none"> • All administrative/establishment matters including matters relating to personal and terminal benefits in respect of all Gazetted officers and non-gazetted officers, • General Administration, • Training of Officials • Implementation of the Right to Information (RTI) Act, 2005 • Implementation of Official Language Policy of the Government • Coordination •
2.	Aid, Accounts & Audit (AA&A) Division	<ul style="list-style-type: none"> • Controller of Aid Accounts & Audit (CAA&A) is the designated authority to withdraw funds from Loans/Grants committed by the external agencies. • Scrutinizing claims received from the Project Implementing Agencies as to their eligibility as per relevant Credit/Loan/Grant agreement and project agreement and submitting the same to the donor for obtaining disbursement. • Recommending to Plan Finance Division in the Department of Expenditure for release of Additional Central Assistance to the States. • Framing the budget estimates of Receipts and Repayments under both relevant Capital and Revenue heads for external aid lies with the Aid, Accounts & Audit Division (AAAD). • Timely discharge of Debt Service payments to all the donors and for maintaining Loan Account for each Loan/Credit Agreement. • Maintaining comprehensive external debt data base relating to sovereign debt from all multilateral and bilateral donors including debt contracted by parastatals guaranteed by Government. • Audit of Import licenses issued to registered exporters for export promotion by 26 Licensing Offices under the Directorate General of Foreign Trade. • Preparation of periodical statement of Accounts which is incorporated in the Union Finance Accounts of the Government of India, and for laying down accounting procedures for the account of transactions under various external loan/grant agreements. •
3.	Asian Development Bank (ADB) Division	<ul style="list-style-type: none"> • Matters pertaining to Asian Development Bank. • Detailed examination of all policy papers circulated by Asian Development Bank for discussion by the Board of Directors of the ADB e.g. General Capital, Increase in the Capital Stock, Asian Development Fund, Technical Assistance Special Fund (TASF), Long Term Strategic Framework, Local Currency Lending, Management Postings ADB etc. • Matters concerning Inter American Bank (IAB), South Asia Sub-Regional Economic Cooperation (SASEC) program, SASEC Finance Minister's Meeting, SASEC Senior Officials Meeting (SOM), SASEC Working Group (WG) meetings, Creation of sub-groups in the form of sub-committees, expert groups, or task force on sectoral, thematic or multi-sectoral lines under SASEC Working Group & other related matters. • Arranging payments of India's share of Capital increase, TASF and Maintenance of Value (MOV) etc. to ADB. • Engagement with external lenders from the stage of identification / approval of projects in the Screening Committee, posing of projects, project appraisals, project loan negotiations, Project loan signing to their regular monitoring till completion.

4.	Bilateral Co-operation & Sustainable Finance (BC&SF) Division	<ul style="list-style-type: none"> • Policy relating to Bilateral cooperation • Bilateral cooperation (ODA and Technical cooperation) with Japan, Germany, France, United Kingdom, European Union, United States of America, Canada and South Korea • Economic & Financial/Policy Dialogues with countries, viz. Canada, France, Korea, United Kingdom (UK), United States of America, Japan, China, European Union (EU), Switzerland, Australia and New Zealand • Matters relating to Indian Development and Economic Assistance Scheme (IDEAS) on Lines of Credit (LOC) and for Concessional Financing to support Indian entities bidding for strategically important overseas infrastructure projects and extension of Lines of Credit thereunder • Dealing with proposals submitted by various Ministries/Departments seeking approval of Screening Committee for engaging Consultants through bilateral partners and multilateral organizations • Short-term foreign training courses upto four weeks duration offered by Japan International Cooperation Agency (JICA), Singapore Cooperation Programme Training Award (SCPTA), Malaysian Technical Cooperation Programme (MTCP), etc. under Technical Assistance Programme • Matters relating to United Nations Development Programme (UNDP), Global Environment Facility (GEF) & Green Climate Fund (GCF), • Sustainable Finance including International Platform on Sustainable Finance (IPSF). • Paris Club and G20 matters relating to G20 Debt Service Suspension Initiative (DSSI) & G20 Common Framework
5.	Budget Division	<ul style="list-style-type: none"> • All matters relating to Budgeting of Central Government, UTs and States under Presidential Rule • Matter relating to the Accounting of Government Transactions and Govt. Accounting Standard • Administration of Fiscal Responsibility and Budget Management Act (FRBM), 2003 and the Rules framed there under. • Matters relating to National Saving Institute (NSI) • Matters relating to Small Saving Schemes (SSS) • Matters relating to Treasurer of Charitable Endowment of India (TCEI). • Administration of the C&AG (Duties, Powers and Conditions of Service) Act, 1971 • Administration of the Contingency Fund of India Act and Rules. • Monitoring the fiscal deficit of Government • Administration of Government Securities Act, 2006 and Regulations framed there-under through Reserve Bank of India. • Legislative business connected with the Management of Public Debt • Nirbhaya Fund
6.	Coin & Currency (C&C) Division And Central Bank Digital Currency (CBDC) & Crypto Asset	<ul style="list-style-type: none"> • Policy formulation on all matters related to coins including commemorative coins, production and supply of currency note paper, currency and bank notes, postal stationary, stamps and various security - forms/items. • Matters relating to supply of coins to Reserve Bank of India (RBI) • Matters relating to Security Printing and Minting Corporation of India Limited (SPMCIL) • Matters relating to demonetization, SBN (cessation of liability) Act 2017, The SBN (Deposit of confiscated notes) Rules 2017 • Fair price determination of Bank Notes and Postal Stamps. • Court cases on Coin, Currency, Cryptocurrency • Matters relating to Coinage Act-2011 • Matters related to Cryptocurrency

7.	Economic Division	<ul style="list-style-type: none"> • Examination of domestic and international economic trends and undertakes research studies having a bearing on economic policies and management of the economy and renders policy advice. • Monitoring of Prices and policies relating to price control. • Monitoring Employment Situation. Monitoring of trends in Agricultural and Industrial Production and related policy issues. • Monitoring of Production, Public Distribution and Stocks of food grains and related policy issues. • Monitoring of Monetary and Credit Aggregates. • Monitoring of Public Finance. • Monitoring of Fiscal Policy and Tax Reforms. • Monitoring of Foreign Trade and Balance of Payments. • Monitoring trends in production of core infrastructure industries. Preparation of Annual Economic Survey. • Preparation of Economic and Functional Classification of the Central Government Budget. • Preparation of Monthly Economic Report and Report on State of the Economy. • Compilation of Statistical Album on Public Finance. • Collection, compilations and quarterly dissemination of External Debt Statistics • Preparation of Macro-Economic backdrop for Quarterly and preparation of annual status Report on India's external debt. • Statement to be placed in Parliament in compliance of the FRBM Act, 2003. • Organising Pre-budget meetings of the Finance Minister with Industry Association(s), Economists, and other stake holders. • Organising the Annual International Conference (Delhi Economic Conclave) • Parliament Questions/work relating to Parliamentary Standing Committee/Consultative Committee. • All issues related to Cadre control and Cadre management of Indian Economic Service.
8.	Financial Market (FM) Division	<ul style="list-style-type: none"> • All matters related to Primary Market, Secondary Market, External Markets and Commodity Derivatives market • Policy matters related to Board Meetings of Securities and Exchange Board of India (SEBI) and International Financial Services Centres Authority (IFSCA) • Policy issues related to External Commercial Borrowings (ECBs) • Policy issues relating to Foreign Portfolio Investors (FPIs) • Nizam's Trust (Nomination of Government Trustee and Investment of Trust fund related) • Investors' Grievances related to Financial Market • Policy matters related to development of commodity derivatives market • Integration of Commodity spot and derivatives market • Establishment related matters of SEBI and Securities Appellate Tribunal (SAT) • Nizam's Trust • Interactions with financial analysts and economists • DEA- Arun Jaitley National Institute of Financial Management (AJNIFM) Research Programme • Financial Market Regulatory Dialogue with USA, UK, Japan & EU. • Trade negotiations concerning financial services.
9.	Financial Sector	<ul style="list-style-type: none"> • Examination of the Financial Sector Legislative Reforms Commission (FSLRC) Report and implementation of its recommendations

	Reforms & Legislation (FSRL) Division	<ul style="list-style-type: none"> To initiate policy and legislative proposals in tune with the recommendations of the FSLRC and other financial standard setting bodies, as accepted by the Government; To engage concerned stakeholders, regulators, Ministries, and public in the consultative process during the preparation of legislative and policy proposals for the financial sector; and To monitor the implementation of non-legislative recommendations of FSLRC by financial regulators. Administration of the Fugitive Economic Offenders Act, 2018 and Rules, and the Bilateral Netting of Qualified Financial Contracts Act, 2020. To determine the inflation target in terms of the Consumer Price Index, once in every five years and to constitute a Monetary Policy Committee (MPC) and to appoint three external members to the MPC.
10.	Finance Stability & Cyber Security (FS&CS) Division	<ul style="list-style-type: none"> Aid & support in dealing with issues included in the mandate of the Financial Stability & Development Council. Coordination with the Financial Stability Board on global financial sector regulatory reforms Matter related to cyber security issues and providing technical input to Secretary (EA) on RBI Central Board issues.
11.	Fund Bank (FB) Division	<ul style="list-style-type: none"> Matters relating to World Bank (WB) Group [International Bank for Reconstruction & Development (IBRD) / International Development Association (IDA) / International Finance Corporation (IFC) / Multilateral Investment Guarantee Agency (MIGA), International Monetary Fund (IMF), South Asian Regional Training & Technical Assistance Centre (SARTTAC), Global Alliance for Vaccination & Immunization (GAVI), Global Fund for TB, AIDS & Malaria (GFTAM) & Global Development Network (GDN)]. India's role in the international governance of these organizations as well as supervision of operations of these institutions within India. Engagement with external lenders from the stage of identification / approval of projects in the Screening Committee, posing of projects, project appraisals, project loan negotiations, Project loan signing to their regular monitoring till completion.
12.	Infrastructure Policy & Planning (IPP) Division	<ul style="list-style-type: none"> Infrastructure investment policy Institutional Mechanism on the Harmonized Master List of Infrastructure Sub-sectors Analaysing non- Public-Private Partnerships (PPPs) investment proposals concerning Road Transport & Highways, Ports, Shipping, Inland Water Transport, Railways, Telecommunications, Civil Aviation & Urban Development sectors Financial Sector Reforms for long-term availability of financing from Domestic sources & foreign capital, Development Finance Institutions and Financial Markets. Infrastructure Financing from Fiscal resources, Public Sector Enterprises (PSEs) Internal and Extra Budgetary Resources (IEBR) and Private sector Matters relating to Infrastructure Debt Funds (IDFs), Real Estate Investment Trusts (REITs)/ Infrastructure Investment Trust (InvITs), Tax Free Bonds, Municipal Bonds and other instruments meant for infrastructure financing and credit enhancements. National Infrastructure Pipeline (NIP) periodic review and monitoring Matters relating to Credit Enhancement of Infrastructure Projects and New Credit Rating System for Infrastructure. Matters related to Infrastructure working Group (IWG) of G-20

		<ul style="list-style-type: none"> • Identification of policy interventions for infrastructure finance • Capacity Building for infrastructure development and finance
13.	Infrastructure Support & Development (ISD) Division	<ul style="list-style-type: none"> • Sector studies for: <ul style="list-style-type: none"> a. Improving project viability b. Identifying sector reform measures c. Preparing time-bound action plans • General reforms for enabling eco-system: <ul style="list-style-type: none"> a. Optimal risk sharing framework b. Sanctity & enforcement of contracts c. Institutionalization & efficiency of dispute resolution d. Execution capacity of private sector participants • Process enablers: <ul style="list-style-type: none"> a. Standardization of bidding documents b. IT platform for NIP management • Public Private Partnership: <ul style="list-style-type: none"> a. PPP framework b. PPP Promotion measures c. Viability Gap Financing d. Simplification & Delegation of approval mechanism e. PPP-AC process • National Monetization Plan <ul style="list-style-type: none"> a. Overall planning b. Support to Ministries, Central Public Sector Enterprises (CPSEs) and State government • Energy Sector policies and proposals • Investments in Climate Nationally Determined Contributions (NDCs), Renewable Energy (RE) 2030 Goal, and decarbonization of economy • Matters related to Gulf and other West Asian Countries • Matters related to Infrastructure working Group (IWG) of G 20 • Matters related to Brazil, Russia, India, China, and South Africa (BRICS) Task Force on PPP and Infrastructure
14.	Integrated Finance Division (IFD)	<ul style="list-style-type: none"> • Tendering financial advice on all matters involving government expenditure/concurrence to financial proposals of the Departments of Economic Affairs (DEA) and Financial Services (DFS) and their attached and subordinate offices. • Scrutiny of foreign deputation proposals of officers of DEA and DFS. • Monitoring and reviewing the progress of expenditure against sanctioned grant on a monthly and quarterly basis, ensuring compliance of instructions issued by the Department of Expenditure on economy/rationalisation of expenditure. Reviewing progress of schemes included in the Outcome Budget. • Standing Committee of Parliament on Finance pertaining to Demands for Grants of Ministry of Finance (except for Department of Revenue). • PAC and Audit Paras on Demands for Grants pertaining to Department of Economic Affairs (Demand No.30 – DEA Appropriation No.39- Interest Payment and Appropriation No.40 – Repayment of Debts) • Preparation of Budget and related work in respect of Grant No 30 - Department of Economic Affairs and Grant No.32 - Department of Financial Services. • Coordination, compilation and printing and laying in Parliament of the Detailed Demand for Grants (DDG) and the Outcome Budget of the Ministry of Finance
15.	International Economic Relations	<ul style="list-style-type: none"> • G-20 Finance Track • G7 & G24 Finance Track

	(IER) Division	<ul style="list-style-type: none"> • Matters relating to Shanghai Cooperation Organisation (SCO) • Organisation for Economic Co-operation and Development (OECD) • Association of Southeast Asian Nations (ASEAN), Asia–Europe Meeting (ASEM) & Caribbean Union • G 20 Sherpa Track Coordination with Ministry of External Affairs, • BRICS Finance Track • South Asian Association for Regional Cooperation (SAARC) , SDF (SAARC Development Fund), • BIMSTEC (Bay of Bengal Initiative for Multi-Sectoral Technical and Economic Cooperation) • World Economic Forum (WEF) • Internal Administration and Budget matters of G20 India Secretariat Office
16.	Investment and Digital Economy Division	<p>Domestic Investment & Digital Economy</p> <ul style="list-style-type: none"> • All policy matters related to domestic investment and including industrialization, manufacturing sector and innovation. • Policy proposals related to Ministry of Textiles, Department of Electronics and Information Technology, Department of Chemicals and Petro-Chemicals • Policy matters related to integrated Township, Industrial Park and Manufacturing Clusters. • Financing and regulatory issues related to Manufacturing Sector and MSMEs • National Manufacturing Policy & National Investment Manufacturing Zone. • National Manufacturing Competitiveness Council (NMCC) • Matters relating to 'National Investment and Infrastructure Fund'(NIIF). • Matters relating to Special Window for Affordable and Mid-Income Housing (SWAMIH) Fund-I. • Matters relating to Empowered Group on Economy and Welfare (EGEW) and Virtual Global Investor Roundtable (VGIR). • Innovation • Matters relating to Digital Economy including FinTech. • Identifying possible market failures and suggesting interventions. • Identifying policy interventions and monitoring of investments for the Digital Economy, including FinTech. • Identifying digital infrastructure gaps, assess financing deficits, policy interventions to overcome gaps, measuring progress. • International collaborations to grow India's contribution to the Digital Economy. • Identify and work in Sectoral & Taxation issues with relevant Departments. <p>Foreign Direct Investment (FDI) & Overseas Direct Investment (ODI) Policy Matters</p> <ul style="list-style-type: none"> • FDI proposals for foreign direct investment pertaining to financial services which are not regulated by any Financial Sector Regulator • Foreign investment in Core Investment Companies (CICs) • FDI Policy and Policy on Outward Direct Investment from India <p>Matters related to Gold</p> <ul style="list-style-type: none"> • Foreign Exchange aspects relating to Import/Export of gold/silver. Policy matters related to Gold, Gold Monetisation Scheme (GMS) and Indian Gold Coin (IGC). Implementation of GMS & IGC and amendments in these Schemes. <p>Work related to International Investment Treaties & Framework (IITF)</p>

		<ul style="list-style-type: none"> • Negotiations and conclusion of International Investment Protection Agreements [Bilateral Investment Treaties (BIT) with other countries] • Policy matters related to Investment protection Chapters of Free Trade Agreements (FTAs)/ Comprehensive Economic Cooperation Agreement (CECA)/ Comprehensive Economic Partnership Agreement (CEPA). Negotiation and conclusion of Investment protection Chapter of FTAs/CECA/CEPA etc. with various countries and regional blocks. • Organizing Capacity building initiatives for central and state governments on BIT issues. • Nodal for receiving dispute notices for disputes arising out from BITs/ Investment chapter of FTAs signed with foreign countries • Investment related issues in International Forum such as United Nations Commission on International Trade Law (UNCITRAL), G20, BRICS and Investment Facilitation in World Trade Organization (WTO). • Policy matters related to international investment protection agreements and disputes invoking dispute settlement clause in such agreements.
17.	Other Multilateral Institutions (OMI) Division	<ul style="list-style-type: none"> • Matters relating to Management and Governance of the New Development Bank (NDB), Asian Infrastructure Investment Bank (AIIB), International Fund for Agricultural Development (IFAD), African Development Bank (AfDB) and European Bank for Reconstruction and Development (EBRD); • Matters related to project financing (sovereign and non-sovereign) relating to the NDB, AIIB, IFAD and OFID • Matters related to the meetings of the Board of Governors, Board of Directors and Committees of NDB and AIIB where India is a member and both have non-resident Boards • Meetings related to IFAD: Governing Council; Executive Board and Committee Meetings where India is a member • Meetings of the Board of Governors in AfDB and EBRD • Matters related to the replenishment and General Capital increases of AfDB and IFAD • Matters related to leveraging NDB, AIIB, AfDB and EBRD for promoting Indian Investment, Technology and Skill abroad; • IFAD's Country Strategy Program (COSOP); • Matters related to visit of VIPs and Senior management of all these Multilateral Development Banks (MDBs) • Matters related to NDB, AIIB, IFAD, AfDB and EBRD Seminars, Conferences, Workshops, etc. • All Budget related matters including implementation of the Budget announcement • Examination of joining Inter-American Development Bank (IADB), Caribbean Development Bank (CDB), OPEC Fund for International Development (OFID) and coordination with these MDBs; • Coordination work of OMI Division w.r.t sectoral ministries, States and MDBs
18.	Vigilance Division	<ul style="list-style-type: none"> • CCS (CCA) Rules, CCS (Conduct) Rules • Annual Performance Appraisal Report (APAR) • Property Returns • Disciplinary cases • Complaints including Public Interest Disclosure and Protection of Informer (PIDPI) complaints.

		<ul style="list-style-type: none">• Vigilance Clearance
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Allocation of Sectoral charge and External Territorial Charge amongst the Divisions of DEA

- Allocation of Ministries/Departments is for all Inter-Ministerial consultations, Cabinet and Committee matters, Information sought by the Ministries/Departments regarding Parliament Questions/Assurances, etc., Monitoring of budget announcements, important policy and programme development, coordination and implementation having a bearing on economic policy and financial matters.
- Allocation of States to the Divisions is for coordination with States, handling of specific state related references from them, having a general understanding of their fiscal and economic performance and interactions of higher political and administrative functionaries and VIP/PMO References relating to the States/UTs.
- Territorial allocation (allocation of countries/or regions) to the Division is for bilateral cooperation, economic dialogue and monitoring economic performance and important financial developments in the territories.

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
1.	Administration and Coordination Division	(i) M/o. Home Affairs (ii) D/o. Official Language (iii) National Disaster Management Authority (iv) National Human Rights Commission (v) National Security Council Secretariat (vi) Election Commission of India (vii) Staff Selection Commission (SSC) (viii) Union Public Service Commission (UPSC) (ix) Cabinet Secretariat (x) Prime Minister's Office (PMO) (xi) Lok Sabha Secretariat (xii) Rajya Sabha Secretariat (xiii) President Secretariat (xiv) Vice President Secretariat	NIL	NIL
2.	Aid, Accounts & Audit Division	No Sectoral Charge	NIL	NIL
3.	Asian Development Bank Division	(i) Ministry of Drinking Water & Sanitation, (ii) Ministry of Earth Sciences & (iii) India Meteorological Department.	Nil	Karnatka Tamilnadu
4.	Bilateral Cooperation & Sustainable Finance Division	(i) D/o. Social Justice & Empowerment (ii) D/o. Empowerment of Persons with Disabilities (iii) M/o. Minority Affairs (iv) M/o. Tourism	Japan, China, South Korea, United Kingdom, Luxembourg, Ireland, Norway, Sweden, Italy,	States Arunachal Pradesh, Assam, Manipur,

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
		(v) M/o. Culture (vi) M/o. Information and Broadcasting (vii) D/o. Youth Affairs (viii) D/o. Sports (ix) M/o. Development of North Eastern Region (x) M/o. External Affairs	Switzerland, Netherlands, Denmark, Austria, Belgium, Finland, Portugal, Spain, Germany, France, Rest of Europe, Russia USA, Canada, <u>North American countries</u> Antigua Barbuda, Bahamas, Barbados, Belize, Costa Rica, Cuba, Dominica, Dominican Rep, EL Salvador, Grenada, Guatemala, Haiti, Honduras, Jamaica, Nicaragua, Panama, St. Kitts & Nevis, St. Lucia, St. Vincent & the Grenadines, Trinidad & Tobago <u>Oceania countries</u> Australia, New Zealand, Fiji, Kiribati, Marshall Islands, Micronesia, Nauru, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu <u>African countries</u> Algeria, Angola, Benin, Botswana, Burkina, Burundi, Cameroon, Cape Verde, Central Africa, Republic, Chad, Comoros, Congo, Congo (Dem. Rep.), Djibouti, Egypt, Equatorial Guinea, Eritrea, Ethiopia,	Meghalaya, Mizoram, Nagaland, Sikkim, Tripura <u>UTs</u> Andaman & Nicobar Islands, Dadra & Nagar Haveli, Daman & Diu, Laksha-dweep, Puducherry Jammu & Kashmir (J&K), Ladakh,

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
			Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Ivory Coast, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Mauritania, Morocco, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, Sudan, Swaziland, South Africa, Mauritius, Tanzania, Togo, Tunisia, Uganda, Zambia, Zimbabwe.	
5.	Budget Division	No Sectoral Charge	NIL	NIL
6.	Coin & Currency Division	No Sectoral Charge	NIL	Orissa, West Bengal, Chandigarh and Delhi
7.	Economic Division	(i) NITI Aayog (ii) D/o. Agriculture & Farmers Welfare (iii) D/o. Agricultural Research & Education (iv) M/o. Cooperation (v) D/o. Animal Husbandry & Dairying (vi) D/o. Fisheries (vii) D/o. Consumer Affairs (viii) D/o. Food and Public Distribution (ix) M/o. Food Processing Industries (x) D/o. Fertilizers (xi) M/o. Labour and Employment (xii) M/o. Skill Development and Entrepreneurship (xiii) M/o. Environment, Forest and Climate Change (xiv) M/o. Statistics & Programme Implementation	NIL	NIL

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
8.	Financial Market Division	(i) M/o. Corporate Affairs (ii) All Departments of Ministry of Law & Justice (iii) M/o. Parliamentary Affairs (iv) D/o. Revenue (v) D/o. Financial Services D/o. Expenditure	NIL	Bihar, Jharkhand, Himachal Pradesh, Uttar Pradesh and Uttarakhand
9.	Financial Sector Reforms & Legislation Division	No Sectoral Charge	NIL	NIL
10.	Financial Stability & Cyber Security Division	No Sectoral Charge	NIL	NIL
11.	Fund Bank Division	(i) M/o. Health & Family Welfare (ii) D/o. Higher Education (iii) D/o. School Education & Literacy (iv) M/o. AYUSH (v) D/o. Pharmaceuticals	NIL	Kerala, Andhra Pradesh & Telangana.
12.	Infrastructure Policy & Planning Division	(i) M/o. Road Transport & Highways (ii) M/o. Ports, Shipping & Waterways (iii) M/o. Civil Aviation (iv) M/o. Railways (v) M/o. Housing and Urban Affairs (vi) D/o. Telecommunications (vii) D/o. Posts	Nil	Chhattisgarh, Madhya Pradesh
13.	Infrastructure Support & Development Division	(i) M/o. Coal (ii) M/o. Petroleum & Natural Gas (iii) M/o. Power (iv) M/o. Mines (v) M/o. New & Renewable Energy (vi) D/o. Atomic Energy (vii) D/o. Space	<u>Gulf and other West Asian Countries</u> Bahrain, Oman, Saudi Arabia, Qatar, Kuwait, UAE, Yemen, Israel, Jordan. Lebanon, Cyprus, Syria, Iran and Iraq	Maharashtra and Gujarat
14.	Integrated Finance Division	No Sectoral Charge	NIL	NIL

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
15.	International Economic Relations Division	(i) M/o. Defence (ii) M/o. Tribal Affairs	<p><u>CIS Countries</u> Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Tajikistan, Turkmenistan, Ukraine and Uzbekistan</p> <p><u>South East Asia</u> Brunei, Burma, Cambodia, East Timor, Indonesia, Laos, Malaysia, Philippines, Singapore, Thailand and Vietnam</p> <p><u>North America</u> Mexico</p> <p><u>South Asia</u> Afghanistan, Bangladesh, Bhutan, Maldives, Nepal, Pakistan and Sri Lanka</p> <p><u>East Asia</u> Mongolia, Hong Kong and Taiwan</p> <p><u>Central Asia</u> Turkey</p>	NIL
16.	Investment & Digital Economy Division	(i) M/o. Micro, Small and Medium Enterprises (ii) M/o. Steel (ii) D/o. Commerce (iii) Department for Promotion of Industry and Internal Trade (iv) M/o. Heavy Industry (v) M/o. Textiles (vi) M/o. Electronics and Information Technology	<p><u>Central America</u> Belize, Costa Rica, El-Salvador, Guatemala, Honduras, Nicaragua and Panama.</p> <p><u>South America</u> Brazil, Argentina, Bolivia, Chile,</p>	NIL

S.No.	Name of Division	Sectoral Charge of Ministries/ Departments	External Territorial charge	Internal Territorial Charge of States/UTs
		(vii) D/o. Chemicals and Petro Chemicals (viii) D/o. Investment & Public Asset Management (ix) Department of Public Enterprises	Colombia, Ecuador, Guyana, Paraguay, Peru, Surinam, Uruguay, and Venezuela.	
17.	Other Multilateral Institutions Division	(i) M/o. Panchayati Raj (ii) D/o. Water Resources, River Development and Ganga Rejuvenation (iii) D/o. Rural Development (iv) D/o. Land Resources (v) O/o. Principal Scientific Advisor (vi) D/o. Science & Technology (vii) D/o. Bio-Technology (viii) D/o. Scientific and Industrial Research/ Council of Scientific & Industrial Research (CSIR) (ix) M/o. Women & Child Development (x) National Commission for Women	NIL	Haryana, Punjab, Rajasthan, Goa
18.	Vigilance Division	(i) D/o Personnel & Training, (ii) D/o Administrative Reforms & Public Grievances (DAR & PG) (iii) Department of Pension and Pensioners' Welfare (iv) Central Vigilance Commission (CVC) (v) Central Bureau of Investigation (CBI)	NIL	NIL

Economic and Financial Dialogues

S.No.	Dialogue	Division	Anchored by
1.	India-Canada Economic and Financial Sector Policy Dialogue (Ministerial level)	BC Division	Adviser (BC)
2.	India-France Economic and Financial Dialogue (Ministerial level)	BC Division	Adviser (BC)
3.	India-Korea Finance Ministers' Meeting (Ministerial level)	BC Division	Adviser (Japan, UN & SF & IER-II)
4.	India-UK Economic and Financial Dialogue (Ministerial level)	BC Division	Adviser (BC)
5.	India-US Economic and Financial Partnership (EFP) Dialogue (Ministerial level & Secretary level)	BC Division	Adviser (BC)
6.	India-Japan Strategic dialogue on Economic Issues (Secretary level)	BC Division	Adviser (Japan, UN & SF & IER-II)
7.	India-Japan Finance Dialogue (Secretary level)	BC Division	Adviser (Japan, UN & SF & IER-II)
8.	India-China Financial Dialogue (Secretary level)	BC Division	Adviser (Japan, UN & SF & IER-II)
9.	India-EU Macro Economic Dialogue (Secretary level)	BC Division	Adviser (BC)
10.	India-Swiss Financial Dialogue (Secretary level)	BC Division	Adviser (BC)
11.	India-Australia Economic Policy Dialogue (AS level)	BC Division	Adviser (BC)
12.	India-NewZealand Economic Dialogue (AS level)	BC Division	Adviser (BC)

Chapter-III

Section wise work allocation in the Divisions

I. ADMINISTRATION & COORDINATION DIVISION

Divisional Head: Ms. Aparna Bhatia, Economic Advisor (Admin, BC & C&C)
Room No. 34 B, North Block, New Delhi.
E-mail: aparna.bhatia@nic.in, Tel: 23092254

1. Administration-I

- (1) All administrative/establishment matters including matters relating to personal and terminal benefits in respect of all Non-Gazetted officials excluding CSSS, ex-cadre posts, & isolated posts.
- (2) Sanctions of all type of loans and advances and related matters in respect of all Non-Gazetted officials excluding CSSS, ex-cadre posts, & isolated posts.
- (3) All matters relating to General and other Elections.
- (4) Forwarding of application for the membership of Finance/Central Secretariat Library in respect of all Non-Gazetted officials excluding CSSS, ex-cadre posts, & isolated posts.
- (5) Cases relating to issuance of CGHS cards and medical/tuition fee reimbursement claims in respect of all Non-Gazetted officials excluding CSSS, ex-cadre posts, & isolated posts.
- (6) Issue of passes for Flag Hoisting Ceremony on Independence Day, Republic Day Parade and Beating of Retreat and Ceremonies at the Rashtrapati Bhawan in connection with Republic Day and Independence Day.
- (7) All matters relating to implementation of E-office and work related to e-HRMS in DEA
- (8) Institutions: Nil
- (9) External Territorial Charge: Nil
- (10) Ministries/ Departments: Election Commission of India, Staff Selection Commission.
- (11) States: Nil
- (12) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Ms. Suman Lata, SO (Ad-I), Room No. 230A, North Block Tel: 23095111, Email: suman.lata95@gov.in	Shri Alok Kumar Tiwari, US (Ad.I & II), Room No. 234, North Block Tel: 23095061 Email: alokkumar.tiwari@nic.in	Shri Jasbir Singh, Director (Admn.), Room No. 233, North Block Tel: 23093592, 23095234 Email: jasbir.salwan@nic.in

2. Administration- II

- (1) All administrative/establishment matters including matters relating to personal and terminal benefits in respect of all Gazetted officers (including officers of CSSS) and the CSSS cadre staff, but excluding IES cadre, ex-cadre and isolated posts.
- (2) Sanction of all types of loans and advances and related matters in respect of all Gazetted (including officers of CSSS) officers and the CSSS cadre staff, but excluding IES cadre, ex-cadre and isolated posts.
- (3) Implementation of ERC/SIU's report in respect of DEA.
- (4) Cases pertaining to issue of CGHS cards and medical/tuition fee reimbursement in respect of all Gazetted officers (including officers of CSSS) and the CSSS cadre staff, but

- excluding IES cadre, ex-cadre and isolated posts.
- (5) Restructuring of DEA.
 - (6) Forwarding of applications for the membership of Finance/Central Secretariat Library in respect of all Gazetted officers (including officers of CSSS) and the CSSS cadre staff, but excluding IES cadre, ex-cadre and isolated posts.
 - (7) Appointment of Authorized Medical Attendants.
 - (8) Deployment of outsourcing staff (DEOs and Stenographers).
 - (9) Institutions: Nil
 - (10) External Territorial Charge: Nil
 - (11) Ministries/Departments: Ministry of Home Affairs, including Department of Official Language, NHRC and National Security Council Secretariat.
 - (12) States: Nil
 - (13) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Shri Vipin singh, SO (Ad-II), Room No. 230, North Block Tel: 23095113, 5264 Email: vipin.singh89@gov.in	Shri Alok Kumar Tiwari, US (Ad.I & II), Room No. 234, North Block Tel: 2309 5061 Email: alokkumar.tiwari@nic.in	Shri Jasbir Singh, Director (Admn.), Room No. 233, North Block Tel: 23093592, 5234 Email: jasbir.salwan@nic.in

3. Administration- III

- (1) Issuance of sanction orders for officers of DEA for official visits abroad, on receiving the proposals from the Division concerned with necessary administrative and financial approvals to this effect.
- (2) Issuance of sanction orders for officers of DEA for foreign training/workshop/ seminars/ study tour, on receiving the proposals from the Division concerned with necessary administrative and financial approvals to this effect, other than short term foreign training courses under Technical Assistance Programme offered by foreign institutions
- (3) Administrative matters pertaining to the Economic Wing, Embassy of India, Washington DC i.e creation/ abolition/ upgradation and filling up the posts (Group-A) created for the Economic Wing
- (4) Administrative matters pertaining to the Economic & Commercial Wing, Embassy of India, Tokyo i.e creation / abolition/upgradation and filling up the posts (Group-A) created for the Economic Wing.
- (5) Administrative matters pertaining to Economic Wing, Embassy of India, Beijing i.e. creation / abolition/upgradation and filling up the posts (Group-A) created for the Economic Wing.
- (6) Budget matters in respect of the Economic Wing, Embassy of India, Washington DC,
- (7) Tokyo and Beijing. Miscellaneous matters pertaining to the three Economics Wings.
- (8) Nominations from DEA for Domestic Training programmes being conducted by DOP&T/ISTM and other reputed Institutes.
- (9) Compilation of statistical data regarding representation of SCs/STs/OBCs/Minorities/Ex-servicemen/Persons with disabilities in DEA and its attached/ subordinate offices as and when requested by DOP&T.
- (10) Appointment of Liaison Officer (s) for the work relating to SCs/STs/OBCs/Persons with disabilities in DEA(Main).
- (11) Issuing orders for creation of the posts for the Finance Commission and miscellaneous matters pertaining to the Finance Commission (after getting all the necessary approvals of D/o Expenditure, through Budget Division). (Note: All the residuary matters of the erstwhile Finance Commission are dealt by Finance Commission Division of Department of

- Expenditure.)
- (12) Constitution of Complaints Committee on Sexual Harassment of Women Employees in DEA(Main). [Note: Vigilance Section provides Secretarial Assistance to the Complaints Committee]
 - (13) Government of India (Transaction of Business) Rules, 1961
 - (14) Administrative control of Departmental Record Room of Department of Economic Affairs.
 - (15) Institutions: Nil
 - (16) External Territorial Charge: Nil
 - (17) Ministries/Departments: Nil
 - (18) States: Nil
 - (19) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Ms Sarita Thakuri, SO (Ad.III), Room No. 268-D, North Block Tel: 23095112, Email: sarita.thakuri@nic.in	Shri Sanjay Kumar Pandita, US (Ad.III), Room No. 273-G, North Block Tel: 23095162 Email: sanjay.pandita@nic.in	Shri Jasbir Singh, Director (Admin.), Room No.233, North Block Tel: 23093592, 5234 Email: jasbir.salwan@nic.in

4. Administration- IV

- (1) All matters relating to installation/ shifting/ disconnection/ transfer of Office/ Residential telephones.
- (2) Scrutiny of telephone bills and settlement thereof.
- (3) Arranging payments of telephone bills in respect of residential/office telephones.
- (4) Liaison work with various telephone exchanges at New Delhi.
- (5) Preparation of Telephone Directory/Chart of DEA.
- (6) Maintenance of telephone registers in respect of residential/official calls and recovery of excess calls.
- (7) All matters relating to purchase/repairs/servicing and maintenance of office equipment
- (8) Purchase, servicing, repairs and maintenance of staff cars and hiring of vehicles.
- (9) All matters relating to purchase of stationery articles/computer consumables/electronic typewriter consumables and sundry items.
- (10) Distribution of stationery and sundry articles/computer and electronic typewriter consumables amongst various officers/sections in the Department of Economic Affairs.
- (11) Furnishing of rooms and purchase/repair/maintenance of furniture. Procurement of furniture and fixtures for office accommodation.
- (12) Purchase/repairs of wall clocks, time pieces and electrical items (heaters, table lamps, table fans, emergency lights etc.).
- (13) Installation/repairs/maintenance of Air-conditioners and water coolers.
- (14) Hiring/purchasing of room coolers/desert coolers and filling water in them during summer season.
- (15) Purchase of suitcases and brief cases for officers.
- (16) Purchase of buckets (Iron & Plastic), dustbins and crockery items and their distribution.
- (17) Purchase and distribution of cycles to the Class IV employees.
- (18) Forwarding of application forms for residential accommodation to the Directorate of Estates.
- (19) Arrangements for refreshments/lunch for official meetings and booking of conference rooms for the same in North Block premises
- (20) Arrange disposal of waste paper/condemned articles etc.
- (21) Purchase and distribution of livery items.
- (22) Forwarding of application forms to the MHA for issue of identity cards and Vehicle parking

- labels to the officers/officials of DEA
- (23) Correspondence with CPWD for renovation of rooms & maintenance of Stair cases, open courtyards and toilets on the ground floor.
 - (24) Modernization/renovation of office accommodation.
 - (25) Digitization of record in connection with e-office
 - (26) Institutions: Nil
 - (27) External Territorial Charge: Nil
 - (28) Ministries/Departments: Nil.
 - (29) States: Nil
 - (30) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Shri Davendra Kumar, SO (Ad.IV), Room No. 47, North Block Tele - 23095218, 5114, Email: d.kumar86@nic.in	Shri Pankaj Kumar, US(Ad.IV), Room No. 48-B, North Block Tele -23095063 Email: pankajk@ndma.gov.in	Shri Susruta Samanta, DS(Ad.IV) Room No. 33, North Block Tel: 23095244 Email: s.samanta97@nic.in

5. Administration- V

(5 A) Coordination-I:

- (1) Follow up action on Budget announcements made by the Finance Minister viz. Monitoring of status of implementation of Budget Announcements with various Ministries/Departments and preparation of ATR on status of implementation of Budget Announcements.
- (2) Coordination work on issues likely to be raised in the Parliament during various sessions in a year.
- (3) Compilation of material in respect of DEA for inclusion in the President's Speech for Joint address to both the Houses of Parliament.
- (4) Coordination work on Government Business of Parliament during various sessions in a year
- (5) Compilation of Induction Material
- (6) Compilation of inputs in respect of DEA for Independence Day Speech.
- (7) Updation of ACC Vacancy Monitoring Systems (AVMS) for ACC and non-ACC posts.
- (8) Coordination work relating to Union War Book.
- (9) Administration of DEA's e-Samiksha portal
- (10) SMG Meeting
- (11) Coordination work relating to recommendations of Pay Commission
- (12) Allocation of Business Rules.
- (13) Updation of PRAGATI Portal, PMRef Portal
- (14) Forwarding of DCNs, SFC/EFC/PIB Memo to the concerned Divisions
- (15) Preparation of brief for new Secretary/Ministers
- (16) Compilation of material in respect of DEA for India Year Book
- (17) Institutions: Nil
- (18) External Territorial Charge: Nil
- (19) Ministries/Departments: President & Vice President's Secretariat.
- (20) States: Nil
- (21) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary/ Consultant
Shri Abhishek Kumar, SO(Coord-I), Room No. 265, North Block Tel: 2309 5115, Email: abhishek.abhi89@gov.in	Shri N. Ramesh Kumar, US (Admn-V), Room No. 221, North Block Tel: 2309 4548, 5752 Email: n.ramesh34@nic.in	Shri Arup Shyam Chowdhury Consultant Room No. 250, North Block Tel: 2309 5054 Email: arup.shyam@gov.in

(5 B) Coordination-II:

- (1) Monthly Report to the Cabinet Secretary on important policy decisions pertaining to DEA along-with status report on the decisions of the Cabinet/Cabinet Committee and Committee of Secretaries on the matters pertaining to DEA
- (2) Circulation of the unclassified portion of the Monthly Summary in respect of DEA to all Ministries/Departments of Government of India
- (3) All matters relating to Cabinet Secretariat including updation of e-samiksha portal of Cabinet Secretariat.
- (4) Grant-in-aid to Economic Research Oriented Institutions. Laying of the annual reports/audited statement of accounts of such grantee institutions before the Parliament.
- (5) Budget and Audit matters in respect of Grants released for carrying out research/study by institutions under the scheme of financial assistance to economic research-oriented institutions.
- (6) Compilation of material in respect of Administration Division of DEA for inclusion in the Annual Report of Department of Economic Affairs, Ministry of Finance
- (7) All coordination work relating to Increasing efficiency in decision making.
- (8) Coordinating the Parliamentary Matters (i.e. forwarding of Parliament Questions received from other Ministries/Departments to the concerned Divisions as per sectoral charge).
- (9) Public Grievances and CPGRAMS portal, PG Appeals and implementation of CPGRAMS 7.0
- (10) Special Campaign for Disposal of Pending Matters (SCDPM) updation of portal
- (11) Coordination of LIMBS portal, India Code portal updations
- (12) Forwarding of receipts including Court Cases, VIP References, etc. to the concerned Divisions
- (13) Circulation weekly pendency report on DCNs/VIP/PMO References /Public Grievances/PG Appeals to all the Divisions
- (14) Revision of Citizen's Charter
- (15) Compilation of information on various information sought by Minister's Office
- (16) International Yoga Day
- (17) Institutions: Nil
- (18) External Territorial Charge: Nil
- (19) Ministries/Departments: Cabinet Secretariat, Lok Sabha & Rajya Sabha Secretariat,
- (20) States: Nil
- (21) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary/ Consultant
Shri Manish Singh Panwar, SO (Coord-II), Room No. 265, North Block Tel: 23095115 Email: manish.panwar91@nic.in	Shri Vijay Shankar Upadhyaya, US (Coord-II, RTI & Ad.VII), Room No.272-A, North Block Tel: 23095250 Email: vs.upadhyay@nic.in	Shri Susruta Samanta Deputy Secretary (Admn.), Room No. 33, North Block Tele - 23093513, 5244 Email: s.samanta97@nic.in Shri Arup Shyam Chowdhury Consultant, Room No. 250, North Block Tel: 23095054 Email: arup.shyam@gov.in

6. Administration- VI

- (1) All administrative/establishment matters including personal matters and terminal benefits pertaining to ex-cadre posts, both Gazetted and Non-Gazetted, posts in the OL cadre and ICOAS.
- (2) All administrative/establishment matters pertaining to IES officers posted in DEA.
- (3) Framing/Amending of Recruitment Rules for all Ex-cadre posts borne on the strength of DEA.
- (4) Filling up of all ex-cadre posts.
- (5) Sanction of all type of loans and advances and related matters in respect of staff mentioned at Sl. No. (1) & (2) above.
- (6) Cases pertaining to issue of CGHS Card and Medical reimbursement in respect of officers holding ex-cadre posts as mentioned in (1) & (2) above.
- (7) Forwarding of application for the membership of Finance Library/Central Secretariat in respect of staff mentioned at Sl. No. (1) & (2) above.
- (8) Institutions: Nil
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: UPSC.
- (11) States: Nil
- (12) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Ms G. Bhuvaneswari, SO (Admn-VI), Room No. 230, North Block Tel: 23095110, Email: bhuvneswari@nic.in	Shri Santosh Kumar US (Admn-VI), Room No. 259-A, North Block Tel: 23095770 Email: santosh.kumar78@nic.in	Shri Jasbir Singh, Director (Admn.), Room No. 233, North Block Tel: 23093592, 5234 Email: jasbir.salwan@nic.in

7. Administration- VII

- (1) Work relating to hiring of outsourced employees viz., Data Entry Operator (DEO), Stenographer, Multi-Tasking Staff and Housekeeping staff, through outsourced agency/contractor.
- (2) Payment to hired outsourced agency/contractor and Monitoring of Bio-metric attendance of outsourced employees
- (3) Work related to Captive posts (World Bank, IMF, ADB)
- (4) Work relating to staff matters of MoS (Finance)
- (5) Issue of orders for release of payments relating to honorarium on receipt of approved proposals from concerned divisions
- (6) Issuing sanctions under object heads "Professional Services" and "Publication" on receipt of approved proposals from concerned divisions.
- (7) DEA Internship Scheme.
- (8) Matters relating to Benevolent Fund of DEA
- (9) All staff related matters of FMC Cell
- (10) Redeployment of surplus employees of FMC Cell
- (11) Extension of tenure of FMC Cell till all surplus employees are redeployed
- (12) Work relating to engagement of professionals (YPs and Consultants)
- (13) Work relating to engagement of retired persons as consultants
- (14) Institutions: Nil
- (15) External Territorial Charge: Nil
- (16) Ministries/Departments: Nil.
- (17) States: Nil
- (18) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary/ Consultant
Shri Anshul Khurana, SO(Admin-VII), Room No. 260-A, North Block Tel: 23095746, Email: anshul.khurana@nic.in	Shri Vijay Shankar Upadhyaya, US (Coord-II, RTI & Ad.VII), Room No.272-A, North Block Tel: 23095250 Email: vs.upadhyay@nic.in	Shri Susruta Samanta Deputy Secretary (Admn.), Room No. 33, North Block Tele - 23093513, 5244 Email: s.samanta97@nic.in Shri Arup Shyam Chowdhury Consultant, Room No. 250, North Block Tel: 2309 5054 Email: arup.shyam@gov.in

8. Protocol

- (1) Receiving and sending off of foreign dignitaries /Ministers (who are visiting India on the invitation of the Department of Economic Affairs, Ministry of Finance/Minister(s) and other officers [Addl. Secretary and above] in DEA, at the time of arrival and departure on their official tours abroad from Indira Gandhi International Airport, terminal-II, New Delhi.
- (2) Travel formalities: - Arranging issuance of Diplomatic/Official passport in respect of officers of DEA.
- (3) Visa formalities: - Submission/Collection of Visa documents on receipt of the same from officers of DEA.
- (4) Hotel accommodation and transport arrangements in India for foreign dignitaries visiting India at the invitation of the Department of Economic Affairs.

- (5) Printing of Invitations on receipt of confirmed guest list from the concerned Division and general arrangements for official lunch/dinner and reception etc. hosted outside the office premises by the Department of Economic Affairs.
- (6) Purchase of gifts for officers of DEA, for presentation to foreign dignitaries.
- (7) Preparation and Monitoring of Budget for Minor Head- "Other Administrative Expenses" under Demand No.-31 Department of Economic Affairs.
- (8) Institutions: Nil
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: Nil
- (11) States: Nil
- (12) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary/ Director
Shri V.D. Rayal SO (Protocol), Room No. 66-A1, North Block Tele : 23095117, Email : rayal.vd@nic.in	Shri Pankaj Kumar US(Ad.IV & Protocol), Room No. 48-B, North Block Tele-23095063, Email: pankajk@ndma.gov.in	Shri Susruta Samanta Deputy Secretary (Admn.), Room No. 33, North Block Tele - 23093513, 5244 Email: s.samanta97@nic.in

9. Finance Library & Publication

- (1) Collection of Books and Periodicals.
- (2) Preparation of ad-hoc bibliographies.
- (3) Issue of 'Weekly Bulletin' indexing selected articles from Books & Periodicals.
- (4) Scanning the Public Grievances Appearing in the leading newspapers relating to the Department of Economic Affairs".
- (5) Coordinating the procurement and distribution of rules books, codes, manuals, other official publications, Reserve Bank of India publications, exchange of Government of India's publications with foreign governments under Delivery of Books Act.
- (6) Institutions: Nil
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil
- (9) States: Nil
- (10) Legislations: Nil
- (11)

Name and designation of officers:

Lib. & Inf. Officer	Under Secretary	Deputy Secretary/ Director
	Shri Pankaj Kumar, US(Ad.IV & Protocol), Room No. 48-B, North Block Tele - 23095063, Email: pankajk@ndma.gov.in	Shri Susruta Samanta Deputy Secretary (Admn.), Room No. 33, North Block Tele - 23093513, 5244 Email: s.samanta97@nic.in

10. Receipt & Issue Section

- (1) Receipt and distribution of Postal Dak/Registered letters/Telegrams and diplomatic bag etc. to all Officers in North Block.
- (2) Receipt, Marking and Diarizing of the dak received from all Ministries/Departments/by post addressed to the Department of Economic Affairs.
- (3) Dispatch of post communications received from the Sections/Offices and also from MOS (F)'s Office.
- (4) Delivery of local dak to all the Ministries/Departments in New Delhi/Delhi received from various Sections/Officers and MOS (EB&I)'s Office through Messengers/T.S.R.
- (5) Receipt and Dispatch of Telegrams, Cables, received from Sections and Officers etc.
- (6) Cyclostyling work.
- (7) Care-taking work: Opening, closing and cleaning of rooms of Officers/Sections of this Department including Office of MOS(E,B&I) and Supervision of the work of Frashes/Sweepers.
- (8) Dispatch of immediate letters by Speed Post and Most Important letters by Courier Service.
- (9) Transmission of Fax Message Distribution of Fax Message Received.
- (10) Institutions: Nil
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil.
- (13) States: Nil
- (14) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary/ Director
Shri Bharath Singh SO (R&I), Tele - 23095120, 5120 Email: bharat.singh@nic.in	Shri Pankaj Kumar, US (Ad.IV, R&I and Protocol), Room No. 48-B, North Block Tele -23095063, Email: pankajk@ndma.gov.in	Shri Susruta Samanta Deputy Secretary (Admn.), Room No. 33, North Block Tele - 23093513, 5244 Email: s.samanta97@nic.in

11. Cash, Accounts & Budget Section

- (1) Preparation of Pay bills of all regular employees as well as contractual staff/young professionals working in DEA. Preparation of reimbursement bills such as Medical, T.A. on tour/ transfer claim bills/Conveyance Bills etc. of all employees of DEA.
- (2) Preparation of Pay bills relating to employee working in FMC Cell and submission to PAO, IG Mint, Mumbai.
- (3) Preparation of bills related to Children Education Allowances/Honorarium and other rewards.
- (4) Preparation of bills related to Loans/Advances like, House Building Advance, Personal Computer, etc.
- (5) Preparation of contingent expenditure bills like Hospitality/Special Services/Newspaper reimbursement etc. received from General Administration Section & Finance Library.
- (6) Preparation of LTC Advance and Final Adjustment Bills,
- (7) Preparation of bills related to Grants-in-aid.
- (8) Writing of Cash Book and check thereof;
- (9) Maintenance of GPF Accounts of all regular employees of DEA and transfer of GPF balance to their incumbent office on transfer.
- (10) Preparation of bills related to post-retirement benefits to the retiring employees like Gratuity/Commutation/CGEGIS/Final Payment of GPF Balance etc.

- (11) Transfer of GPF balance on transfer of officers/officials to other departments.
- (12) Calculation and deduction of Income-tax liability of the officers/officials and preparation of form 16 thereon.
- (13) Maintenance of Court attachment orders and payment to the courts concerned.
- (14) Facilitate for deposition of miscellaneous amounts into the Government Account.
- (15) Miscellaneous Work
- (16) To tender advice on accounting matters arising out of Departmentalization of accounts referred to this section by its lower formations.
- (17) Preparation Bills in respect of Gratuity, Commutation of Pension and Final payment of GPF.
- (18) Budget and Accounts Work related to proposal of budget related to salary, allowances, office expenses, LTC, Medical, Domestic Tour & Foreign travel expenses for employees of DEA as well as O/o CCA (Finance):
- (19) Maintenance of Appropriation Registers for expenditure under different Heads/Sub- Heads.
- (20) Maintenance of Expenditure Control Register.
- (21) Periodic Review of Budgetary Expenditure and monitoring of Economy Instructions.
- (22) To attend the audit objection relating to Cash Section only.
- (23) Submission of quarterly expenditure returns to the Department of Expenditure.
- (24) Reconciliation of Accounts with P&A.O.
- (25) Institutions: Nil
- (26) External Territorial Charge: Nil
- (27) Ministries/Departments: Nil.
- (28) States: Nil
- (29) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Shri Huney Section Officer (DDO), Room No. 260, North Block Tele - 23095116 Email: huney.kumar@gov.in	Shri Ashok Kumar, US (Cash), Room No. 276, North Block Tele - 23095751 Email: ashok.kumar82@nic.in	Shri Jasbir Singh, Director (Admn), Room No. 233, North Block Tele - 23093592, 5234 Email: jasbir.salwan@nic.in

12. Departmental Record Room

- (1) Proper arrangement, maintenance and preservation of recorded files
- (2) Arrange periodical review of all recorded files and weeding out records of ephemeral value
- (3) Appraisal of public records which are more than twenty-five years old in consultation with the National Archives of India with a view to retaining public records of permanent value
- (4) Arranging the destruction of files/records in accordance with the provisions of Public Records Act, 1993
- (5) Compilation of a schedule of retention for public records in consultation with the National Archives of India
- (6) Arrange periodical review for downgrading of classified public records
- (7) Assisting the National Archives of India for records management;
- (8) Transferring of records of any defunct body to the National Archives of India for preservation.
- (9) Institutions: Nil
- (10) External Territorial Charge: Nil
- (11) Ministries/Departments: Nil.
- (12) States: Nil
- (13) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Ms Meenakshi Gupta, SO (DRR), Room No. 52-A, North Block Tele : 2309 5122,	Shri Sanjay Kumar Pandita, US (Admn.III), Room No. 273, North Block Tele - 2309 5162 Email: sanjay.pandita@nic.in	Shri Jasbir Singh, Director (Admn.), Room No. 233, North Block Tele - 23093592, 5234 Email: jasbir.salwan@nic.in

(*Note: As per Public Records Act, 1993, the Records Officer acts under the direction of the Director General of the National Archives while discharging his responsibilities)

13.RTI Cell

- (1) Appointment and updation of list of CPIOs and 1st Appeal Authorities in DEA.
- (2) Receiving of Applications and Appeals under RTI Act,2005.
- (3) Forwarding of the applications/appeals to concerned CPIOs/1st Appeal Authorities within DEA.
- (4) Transfer of RTI Applications to other Public Authorities under Section 6(3) of the RTI Act,2005.
- (5) Receipt of fees under RTI Act and depositing the same with Cash Section of DEA.
- (6) Preparing month-wise data of the RTI Applications/Appeal and monitoring its disposal.
- (7) Uploading of Quarterly Reports on CIC's website.
- (8) Monitoring of implementations of the obligations under RTI Act, 2005 in DEA.
- (9) Nodal Point for all RTI and CIC matters in DEA.
- (10) Matters related to implementation of provisions of RTI Act in the Department.
- (11) Matters related to implementation of directions/orders/observations of CIC in the Department.
- (12) Matters related to penalties in compliance of CIC orders/directions issued from time to time.
- (13) PGs, Court cases other references related to RTI in DEA.
- (14) Nominations for trainings/awareness on RTI.
- (15) Institutions: Nil
- (16) External Territorial Charge: Nil
- (17) Ministries/Departments: Nil.
- (18) States: Nil
- (19) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary & Transparency Officer
Shri Avinash Kumar Babuta, SO (RTI), Facilitation Centre Near Gate No.8, North Block Tel: 2309 5146 Email: babutta.avinash@nic.in	Shri Vijay Shankar Upadhyaya, US (Coord-II, RTI & Ad.VII) Room No.272-A, North Block Tel: 23095250 Email: vs.upadhyay@nic.in	Shri Susruta Samanta, Deputy Secretary (Admn.-IV & RTI) Room No. 33, North Block Tel: 2309 5244 Email: s.samanta97@nic.in

14. Official Language Implementation Cell

- (1) Coordination work of Official Languages Implementation and communications/circulation of instructions/orders regarding Official Language Implementation received from the Department of Official Language to the attached/subordinate offices of the Department.
- (2) Compilation of Quarterly Progress Report regarding progressive use of Hindi in the work of the Department
- (3) Review of O & M inspection reports of different Sections/Divisions
- (4) Review of Quarterly Progress Report received from different Sections/Divisions of the Department/Attached/Subordinate Offices of the Department and follow-up action.
- (5) Functioning as office of the following two Committee: (i) Hindi Salahkar Samiti of the Department of Economic Affairs (Including Department of Financial Services) and its offices; (ii) Official Language Implementation Committee of the Department. Convening meetings of the HSS and the Official Languages Implementation Committee of the Department.
- (6) Follow-up actions on the decisions taken in the meetings of the Central OLIC. Central Hindi Advisory Committee and other ad-hoc Committees/ Conferences convened by the Department of Official Language as well as the Department of Economic Affairs.
- (7) Preparation of briefs/notes regarding position obtained in the Department with regard to the O.L. Implementation work for the use of higher officers attending meetings of the Committees/Conferences.
- (8) Review of the decisions of OLIS of attached/subordinate offices and other work relating to propagating use of Official Languages in the Department of Economic Affairs and its attached/subordinate offices.
- (9) Supply of information to Parliamentary Committee on Official Languages in respect of the Department, attached & subordinate offices regarding official Language.
- (10) Implementation of scheme of Awards on Original Book Writing in Hindi
- (11) Institutions: Nil
- (12) External Territorial Charge: Nil
- (13) Ministries/Departments: Nil.
- (14) States: Nil
- (15) Legislations: Nil

Name and designation of officers:

Assistant Director	Deputy Director	Director
Ms. Anupam Arya, Assistant Director, Room No.225-B, North Block Tel: 23095213 Email: anupam.arya@nic.in Shri Rajnish Kumar, Assistant Director Room No. 225-B, North Block Tel: 23095213 Email: kr.rajnish@nic.in	Shri Harish Singh Rawat, Deputy Director Room No.225-B, North Block, Tel: 23095180 Email: rawat.harish@nic.in	

15. Official Language Translation Cell

- (1) All translation work of the Department of Economic Affairs which may be entrusted to it by the Divisions concerned.
- (2) Work of preparing, printing and publishing the Hindi version of the Budget documents i.e. Demands for Grants, Receipts Budget, Summary of Demands for Grants, Expenditure Budget Vol. 1 and 2, Key to Budget Documents, Budget at a Glance, Annual Budget Statement, Vote on Account, List of Demands, State Budgets, Supplementary and Excess Demands for Grants, 45 Budget Speech of the Finance Minister including Economic Survey before the presentation of the Annual Budget in the Lok Sabha.
- (3) Translation of papers like agreements to be signed simultaneously in Hindi, replies to Parliament Questions including SNQs, Call Attention Notices of the Motions, briefs for Consultative Committee, Monthly Summary for the Cabinet, Cabinet Notes, Letters, etc.
- (4) Preparing the Hindi version of various documentary reports submitted by commissions constituted by Government regarding matters relating to pay and allowances etc. of Government Servants, reports of the Finance Commission and the other reports relevant to matters concerning the Ministry of Finance submitted by Commissions of Inquiry appointed under the Commission of Inquiry Act, 1952.
- (5) Institutions: Nil
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil
- (9) Legislations: Nil

Name and designation of officers:

Assistant Director	Deputy Director	Director
Ms. Anupam Arya Assistant Director Room.No. 225-B, North Block Tel: 23095213 Email: anupam.arya@nic.in Shri Rajnish Kumar, Assistant Director Room No. 225-B, North Block Tel: 23095213 Email: kr.rajnish@nic.in	Shri Harish Singh Rawat, Deputy Director Room No.225-B, North Block, Tel: 23095180 Email: rawat.harish@nic.in	

II. AID, ACCOUNTS & AUDIT (AAA) DIVISION

Divisional Head: Shri Avanish Kumar Mishra, Controller of Aid, Accounts & Audit
5th Floor, B Wing, Janpath Bhawan New Delhi
E-mail: controllercaa-dea@nic.in, **Tel:** 23712130,

1. Disbursement-I (Multilateral Agencies-World Bank, IFAD, EIB, AIIB, NDB etc.)

- (1) Drawdown from Multilateral Institutions (IDA, IBRD, IFAD, AIIB, EIB and NDB) against all loans and grants concluded by Divisions of DEA
- (2) Claim Processing, Disbursement, Reconciliation and ACA recommendation
- (3) Special Account Audit
- (4) Raising and clearing of suspense
- (5) Institutions: World Bank, IFAD, EIB, AIIB, NDB
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil
- (9) Legislations: Nil

Name and Designation of the Officers:

Senior Account Officer	Deputy CAAA	Joint CAAA	CAAA
Shri G.Harindra Narayanan, Senior Account Officer Intercom:518 Email: gh.narayanan@gov.in	Shri Rajesh Pant, Deputy CAAA Intercom: 507 Email: rajesh.pant98@gov.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

2. Disbursement-II (Bilateral Cooperation-Japan, Germany, France, UNDP, Russian Federation etc.)

- (1) Drawdown from Multilateral Institutions (Japan, OPEC, Germany, France, UNDP, Russian Federation and GLF) against all loans and grants concluded by Divisions of DEA
- (2) Claim Processing, Disbursement, Reconciliation and ACA recommendation
- (3) Raising and clearing of suspense
- (4) Institutions: JICA (Japan), KfW (Germany), AfD (France), UNDP
- (5) External Territorial Charge: Nil
- (6) Ministries/Departments: Nil
- (7) States: Nil
- (8) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA	CAAA
Shri Sandeep Seth, Senior Accounts Officer, Intercom: 522 Email: Sandeep.seth@gov.in	Shri Rajesh Pant, Deputy CAAA, Intercom: 507 Email: rajesh.pant98@gov.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

3. Debt Servicing

- (1) All matters regarding repayment of Principal and payment of interest and other charge for External Agencies on Sovereign Account.
- (2) Recording of repayment including reconciliation of Debit Scroll received from RBI.
- (3) Institutions: Nil
- (4) External Territorial Charge: Nil
- (5) Ministries/Departments: Nil
- (6) States: Nil
- (7) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA	CAAA
Shri Gopi Chand, Senior Accounts Officer, Intercom: 529 Email: Gopichand.srao@gov.in	Shri Rajesh Pant, Deputy CAAA, Intercom: 507 Email: rajesh.pant98@gov.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

4. Coordination and Internal Administration

- (1) Budget (Receipt and Debt Servicing)
- (2) Annual Brochure
- (3) Monthly reports to various agencies
- (4) Quarterly/Annual Reports
- (5) Recording of disbursement in INR through RBI GFT
- (6) Entry of Deposit Challans
- (7) Internal Administration
- (8) Recording of disbursement in INR through RBI GFT, Internal Administration
- (9) Institutions: Nil
- (10) External Territorial Charge: Nil
- (11) Ministries/Departments: Nil
- (12) States: Nil
- (13) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA	CAAA
Shri Subhash Chander Intercom: 515 &512 Email: Subhash.mandhana@gov.in	Shri Yashwant Singh Intercom: 506 Email: ys.bhatti@nic.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

5. Electronic Data Processing (EDP)

- (1) SDDS data on quarterly basis to Budget Division
- (2) Monthly Report to RBI on Net Drain of Foreign Currency
- (3) Projections on Debt Servicing
- (4) Annual Compilation of External Debt Data of India and submission to World Bank
- (5) Database Maintenance
- (6) Local Network and Hardware
- (7) Coordination with outsourced consultants for maintenance of software and hardware and website.
- (8) Imparting Computer Training.
- (9) System Administration.
- (10) Data entry of all repayment Schedules.
- (11) Maintenance of Guard file and updation of usermanual
- (12) Work relating to Non-Govt. Loans/Grants where Sovereign Government is Guarantor.
- (13) Analysis of debt formulation of various proposals on prepayment of costlier loans/debts
- (14) Institutions: Nil
- (15) External Territorial Charge: Nil
- (16) Ministries/Departments: Nil
- (17) States: Nil
- (18) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA	CAAA
Shri Subhash Chander Intercom: 515 &512 Email: subhash.mandhana@gov.in	Shri Yashwant Singh Intercom: 506 Email: ys.bhatti@nic.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

6. Export Promotion Audit

- (1) Audit of Import Licences issued by 26 Licensing Offices of DGFT for export promotion in various states
- (2) Institutions: Nil
- (3) External Territorial Charge: Nil
- (4) Ministries/Departments: Nil
- (5) States: Nil
- (6) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA
Shri Subhash Chander Intercom:: 515 &512 Email: Subhash.mandhana@gov.in	ShriYashwant Singh, Deputy CAAA, Intercom:: 506 Email: ys.bhatti@nic.in	Vacant
Shri Madan Lal Yadav Intercom:: 526 Email: madanlal.yadav@bsf.nic.in		
Shri Swapnil Patil (RAP Mumbai) Email: patil.swapnil@gov.in		
Shri G Thanu (RAP Chennai) Email: rapcaadchennai@gmail.com		

7. Accounts Wing (Pay and Accounts Office)

- (1) Compilation of Monthly Accounts of external assistance and rendering the same to CGA.
- (2) Preparation of S.C.T. and material for Finance Accounts and submitting the same to CGA.
- (3) Internal Inspection of Accounts Wing.
- (4) Institutions: Nil
- (5) External Territorial Charge: Nil
- (6) Ministries/Departments: Nil
- (7) States: Nil
- (8) Legislations: Nil

Name and Designation of the Officers:

Senior Accounts Officer	Deputy CAAA	Joint CAAA	CAAA
Shri Vijay Kumar Intercom: 533 Email: kumar.vijay32@gov.in	Shri Yashwant Singh Intercom: 506 Email: ys.bhatti@nic.in	Vacant	Shri Avanish Kumar Mishra , CAAA, Tel: 23712130 Email: controllercaaa-dea@nic.in

III. ASIAN DEVELOPMENT BANK (ADB) DIVISION

Divisional Head: Ms. Juhi Mukherjee, Joint Secretary (ADB)
Room No. 51-B, North Block, New Delhi.
Email: juhi.m@ias.nic.in, Tel: 23092528

1. ADB-I (Policy, Urban & Financial Sector)

- (1) Matters pertaining to Asian Development Bank, including processing, negotiation, monitoring, review etc of all ADB loans/projects in Urban and Finance sectors.
- (2) Detailed examination of all policy papers circulated by Asian Development Bank for discussion by the Board of Directors of the ADB e.g. General Capital, Increase in the Capital Stock, Asian Development Fund, Technical Assistance Special Fund (TASF), Long Term Strategic Framework, Local Currency Lending, Management Postings ADB etc.
- (3) Nomination and recruitment of officers of central and state government/Public Sector Undertakings/ Autonomous bodies for ADB workshops/ seminars
- (4) Arranging payments of India's share of Capital increase, TASF and Maintenance of Value (MOV) etc. to ADB
- (5) All matters relating to ADB Report including Asian Development Outlook.
- (6) All matters relating to ADB's investments/loan in the private sector.
- (7) All matters relating to Technical Assistance/ Grants from ADB in the related sectors.
- (8) Budget matter pertaining to the work/Projects allotted to the section.
- (9) Coordination and conduct of periodical project review meeting with ADB and executing agencies.
- (10) Coordination in organizing seminars/workshops/ trainings/ conferences etc. arranged by ADB either in India or outside India.
- (11) Coordinating the visits of VIPs and various missions from ADB to India and viceversa.
- (12) Coordination with ADB's Resident Office in New Delhi.
- (13) Annual and other meetings of ADB.
- (14) Detailed examination and processing of Cabinet notes of the concerned sectoral charge ministries.
- (15) Examination and processing of Parliament Questions in respect of allotted sectors and applications under RTI Act.
- (16) Institutions: ADB
- (17) External Territorial Charge: Nil
- (18) Ministries/Departments: Nil
- (19) States: Kerala, TamilNadu
- (20) Legislations: Asian Development Bank Act, 1966

Name and designation of officers:

Section Officer	Under Secretary	Joint Secretary
Shri Dinesh Kumar, Section Officer Room No.268-A, North Block Tel: . 23093705, 5157 Email: dinesh.kumar89@nic.in	Dr. Vyomesh Pant Under Secretary Room No.67A, North Block Tel: 23093532, 5025 Email: vyomesh.pant38@nic.in	Ms. Juhi Mukherjee, Joint Secretary, Room No.51-B, North Block Tel: . 23092528, 5075 Email: juhi.m@ias.nic.in

2. ADB-II (Transport, Energy & Residual Sector)

- (1) Matters concerning Inter American Bank (IAB), South Asia Sub-Regional Economic Cooperation (SASEC) program, SASEC Finance Minister's Meeting, SASEC Senior Officials Meeting (SOM), SASEC Working Group (WG) meetings, Creation of subgroups in the form of subcommittees, experts groups, or task force on sectoral, thematic or multi-sectoral lines under SASEC Working Group & other related matters.
- (2) Processing, negotiating and monitoring loans/projects financing in transport, power and Agriculture, Irrigation, Environment & Natural Resources sectors.
- (3) Matters relating to Turkmenistan-Afghanistan-Pakistan-India (TAPI) pipeline project with assistance from ADB.
- (4) Coordination of seminars/workshops/ conferences organised by ADB in respect of allotted sectors.
- (5) Coordination and monitoring of the ADB Missions in respect of allotted sectors.
- (6) Examination and processing of Parliament Questions in respect of allotted sectors.
- (7) Budget matter pertaining to the works/projects relating to the section.
- (8) Receipt and disposal of applications under RTI Act.
- (9) Processing and monitoring of matters i.e. clean energy issues and Clean Development Mechanism (CDMA) of ADB.
- (10) Institutions: ADB other MDBs
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Ministry of Drinking Water & Sanitation, Ministry of Earth Sciences & India Meteorological Department.
- (13) States: Karnataka
- (14) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Secretary
Shri Rakesh Kumar, Section Officer, Room No.271-A, North Block Tel :23095130, 5130 E-mail: rakesh.kumar90@nic.in	Shri Dinesh kumar Shukla, Under Secretary, Room No.268-A, North Block Tel: 23095087 Email: shukla.dinesh@gov.in	Ms. Juhi Mukherjee, Joint Secretary, Room No.51-B, North Block Tel: 23092528, 5075 Email: juhi.m@ias.nic.in

IV. BILATERAL CO-OPERATION (BC) DIVISION

Divisional Head: Ms. Aparna Bhatia, Economic Advisor (Admin, BC, C&C)
Room No. 34-B, North Block, New Delhi.
E-mail: aparna.bhatia@nic.in, Tel: 23092254

Divisional Head: Ms Geetu Joshi, Adviser (Japan, UN & SF & IER-II)
Room No. 62-II, North Block, New Delhi.
Email: g.sjoshi@nic.in, Tel: 23092912

I. Europe & North America

1. United Kingdom (U.K.) & Nordics Section

- (1) Bilateral cooperation with United Kingdom and NORDICS countries
- (2) India-UK Economic & Financial Dialogue, India-Switzerland Financial Dialogue.
- (3) Development Cooperation with Foreign Commonwealth & Development Office (FCDO), UK
- (4) Swiss, Norwegian and Irish Aid to NGOs.
- (5) Matters relating to Commonwealth including Commonwealth Fund for Technical Co-operation.
- (6) Coordination of all meetings with representatives from foreign countries under the external territorial charge of UK & NORDICS Section
- (7) Parliament Questions/VIP references/PMO references on the subjects handled in UK & NORDICS Section
- (8) Institutions: Foreign Commonwealth & Development Office (FCDO), UK
- (9) External Territorial Charge: United Kingdom, Luxembourg, Ireland, Norway, Sweden, Italy, Switzerland, Netherlands, Denmark, Austria, Belgium, Finland, Portugal and Spain.
- (10) Ministries/Departments: Department of Social Justice & Empowerment, Ministry of Minority Affairs, Ministry of Tourism, Ministry of Culture, Department of Empowerment of Persons with Disabilities (DePWD)
- (11) States: Nil
- (12) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Homrei Khangrah Room No. 251-D, North Block Tel: 23095128 Email: homrei.khangrah@nic.in	Ms. Soumitra N Motilal Under Secretary Room No.30, North Block Tel: 23095017 Email: soumitra.motilal67@nic.in	Ms. Shikha Dahiya, Joint Director Room No.268 C, North Block Tel: 23095045 Email: shikha.dahiya@gov.in

2. Germany & France Section

- (1) Bilateral cooperation with Germany (including loan assistance from KfW and technical cooperation from GIZ)
- (2) Financing of projects under International Climate Protection Initiative of Germany.
- (3) Indo-German Joint Commission on Industrial and Economic Co-operation.
- (4) Indo-German Senior Finance Ministry Officers Meeting.
- (5) Bilateral development cooperation with France through the French Agency for Development (Afd).
- (6) Proposal for French technical assistance under FASEP facility.

- (7) Institutions: KfW, AfD, GIZ
- (8) External Territorial Charge: Germany and France
- (9) Ministries/Departments: Nil
- (10) States: Nil
- (11) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri R. Mayank, Section Officer, Room No. 265, North Block Tel: 23095125 Email: r.mayank@gov.in	Shri Pankaj Gangwar, Under Secretary, Room No. 236, North Block Tel: 23095082 Email: pankaj.gangwar@gov.in	Shri Neeraj Kumar Joint Director Room No.79A, North Block, Tel: 23093168 Intercom: 5200 Email: neeraj.ies@nic.in

3. Rest of European Union (EU) & European Investment Bank (EIB) Section

- (1) Development cooperation with European Union
- (2) Matters relating to European Investment Bank (EIB).
- (3) India-EU Macro Economic Dialogue
- (4) Institutions: Nil
- (5) External Territorial Charge: Rest of Europe (other than European Countries dealt in other sections in B.C. Division), South Africa and Russia.
- (6) Ministries/Departments: None
- (7) States: None
- (8) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Vijay Singh Meena Section Officer Room No. 251 D, North Block Tel: 2309 5104 Email: vijay.meena91@gov.in		Ms. Shikha Dahiya, Joint Director Room No.268 C, North Block Tel: 2309554 Email: shikha.dahiya@gov.in

4. North America Section

- (1) Bilateral cooperation with USA and Canada for economic assistance to India and other territorial matters concerning USA/Canada.
- (2) Technical/grants assistance agreements with U.S. agencies – U.S. Agency for International Development (USAID) and U.S. Trade and Development Agency (USTDA); and Canadian Agency – International Development Research Centre (IDRC), Canada
- (3) Institutions: USAID, USTDA, IDRC
- (4) External Territorial Charge: North American countries (except Mexico), USA & Canada
- (5) Ministries/Departments: Ministry of Information and Broadcasting
- (6) States: NIL
- (7) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Harendra Kumar Room No. 265, North Block Tel: 23095134 Email: harendra.k92@gov.in	Shri Pankaj Gangwar Room No. 236, North Block Tele : 23095082 Email: pankaj.gangwar@gov.in	Shri Neeraj Kumar Joint Director Room No.79A, North Block, Tele – 23093168 Intercom: – 5200 Email: neeraj.ies@nic.in

II. Bilateral Policy & Training, India Development & Economic Assistance

1. Bilateral Policy Coordination & Training Section

- (1) Policy matters relating to Bilateral Cooperation.
- (2) Short term foreign training courses upto four weeks duration offered by JICA, SCPTA, IMF, etc. under Technical Assistance Programme. (Note: The role of BPC&T Section is limited to circulating the course, placing nominations before the Selection Committee in DEA and forwarding the names to the sponsoring agency. Other formalities in respect of officers of DEA such as seeking approval of Secretary, IFD, vigilance clearance, political clearance, etc. are the responsibility of the selected candidate/concerned Division).
- (3) Internal coordination of BC&SF Division excluding matters relating to Sectoral charge and External/Internal Territorial charge specifically assigned to various sections in BC& SF Division.
- (4) Dealing with proposals submitted by various Ministries/Departments seeking approval of Screening Committee for engaging Consultants through bilateral partners and multilateral lorganisations
- (5) India- Australia Economic Policy Dialogue
- (6) India- New Zealand Economic Policy Dialogue
- (7) Parliament Questions pertaining to BC & SF Division, where the question pertains to more than one bilateral partner.
- (8) Institutions: Nil
- (9) External Territorial Charge: Australia, NewZealand, Fiji, Kiribati, Marshall Islands, Micronesia, Nauru, Palau, Papua New Guinea, Somoa, Soloman Islands, Tonga, Tuvalu, Vanuatu
- (10) Ministries/Departments: Ministry of Development of North Eastern Region
- (11) States: North Eastern States
- (12) Legislations: Nil

Name and designation of officers:

Section Officer/ Consultant	Under Secretary	Joint Director
Shri Jagdish Singh Panwar Consultant Room No. 271B, North Block Tel: 2309 5135 Email: panwar.js@nic.in	Shri Pankaj Gangwar Room No. 236, North Block Tele : 23095082 Email: pankaj.gangwar@gov.in	Ms. Shikha Dahiya, Joint Director Room No.268 C, North Block Tel: 23095045 Email: shikha.dahiya@gov.in

2. Indian Development and Economic Assistance Scheme (IDEAS)

- (1) Policy matters relating to Indian Development and Economic Assistance Scheme (IDEAS).
- (2) Extension of Lines of Credit under IDEAS and for concessional Financing to support Indian entities bidding for strategically important overseas infrastructure projects to countries in Asia (excluding Nepal, Bhutan and Bangladesh), Africa and other countries as decided by Government of India
- (3) Institutions: Nil
- (4) External Territorial Charge: African countries (except South Africa)
- (5) Ministries/Departments: Ministry of External Affairs
- (6) States: None
- (7) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Nimit Gandhi Room No. 276, North Block Tele: 2309 5205 Email: nimit.gandhi89@nic.in	Ms. Soumitra N Motilal Room No. 30, North Block Tel: 23095017 Email: soumitra.motilal67@nic.in	Ms. Shikha Dahiya, Joint Director Room No.268 C, North Block Tel: 23095045 Email: shikha.dahiya@gov.in

3. Paris Club and G20 matters Desk

- (1) Matters relating to Paris Club.
- (2) Matters relating to G20 with respect to G20 Debt Service Suspension Initiative (DSSI) and G20 Common Framework (CF) for debt treatment beyond the DSSI
- (3) Institutions: Paris Club
- (4) External Territorial Charge: Nil
- (5) Ministries/Departments: Nil
- (6) States: Nil
- (7) Legislations: Nil

Name and designation of officers:

Under Secretary	Director/ Deputy Secretary
Ms. Soumitra N Motilal Room No. 30, North Block Tel: 2309 5017 Email: soumitra.motilal67@nic.in	Shri Neeraj Kumar Room No. 79A, North Block Tel: 2309 3168 Intercom: 5200 Email: neeraj.ies@nic.in

III. Japan and Asia Pacific

1. Japan (Policy & Partnership) Section

- (1) Bilateral Development Co-operation with Government of Japan.
- (2) Preparation of Rolling Plan for JICA ODA loan.
- (3) Preparation of Shelf of Projects for JICA loan assistance from Japan
- (4) Preparation for signing of Exchange of Notes and Loan Agreements for ODA loan package.
- (5) Completion of formalities for effectuation of projects selected for JICA ODA loan package.
- (6) All matters relating to the visits of Indian dignitaries to Japan and visits of Missions and foreign dignitaries to India from Japan.

- (7) Processing of the legal opinion for JICA ODA Loan projects.
- (8) India-Japan Strategic Dialogue on economic issues.
- (9) India- Japan Finance Dialogue.
- (10) India-Japan High Level Policy consultations.
- (11) Institutions: Nil
- (12) External Territorial Charge: Japan
- (13) Ministries/Departments: Nil
- (14) States/UTs: Andaman & Nicobar Island, Dadra & Nagar Haveli & Daman & Diu
- (15) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director/ Deputy Secretary
Shri Rahul Singh Room No.266, North Block Tel: 2309 5160 Email: rahul.singh86@nic.in	Ms. Anisha Stella Xaxa, Room No.273, North Block Tel: 2309 5149 Email: anisha.xaxa@nic.in	Shri Navjot Singh Room No.241B, North Block Tel: 23093167, 5741 Email: navjot.singh@nic.in

2. Japan International Cooperation Agency (JICA) Projects Section

- (1) Grant Aid and Technical Cooperation from Japan.
- (2) Missions/visit from JICA for Development Study/Technical Cooperation.
- (3) Government of Japan's NGOs Programmes.
- (4) Grassroots Funding by Government of Japan.
- (5) Green Aid Plan of Government of Japan.
- (6) Japan Overseas Cooperation Volunteers (JOCV) Programme
- (7) Project/Ministry specific Group Training Programmes offered by JICA.
- (8) Parliament Questions on subjects handled in JICA Projects Section.
- (9) Monitoring of disbursement of ongoing JICA loan assisted projects.
- (10) Coordination work of Japan and Asia Pacific Sub-Division.
- (11) Submission of material for Annual Report, website material and External Assistance Brochure.
- (12) Processing of requests of the Project Implementing Agencies for reallocation of funds and extension of the loan agreement for all JICA assisted projects.
- (13) Preparation of BE-RE for all ongoing JICA assisted projects.
- (14) Conducting high level review meetings with Line ministries, State Governments, Project Implementing Authorities and JICA.
- (15) Dealing with all proposals received from Project Implementing Authorities/Line Ministries.
- (16) All ODA Loan project related overseas training programmes conducted by JICA.
- (17) Institutions: JICA
- (18) External Territorial Charge: Nil
- (19) Ministries/Departments: Nil
- (20) States/UT: Jammu & Kashmir(J&K) and Ladakh
- (21) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Shri Mandeep Phalswal Room No.266B, North Block Tel: 23095133 Email: p.mandeep@nic.in	Ms. Anisha Stella Xaxa Room No.273, North Block Tel: 23095149 Email: anisha.xaxa@nic.in	Shri Navjot Singh Room No.241B, North Block Tel: 23093167, 5741 Email: navjot.singh@nic.in

3. China & South Korea Section

- (1) Policy matters of Bilateral Development Cooperation with South Korea and China
- (2) India-Korea Finance Ministers' Meeting
- (3) India – China Financial Dialogue.
- (4) Institutions: Nil
- (5) External Territorial Charge: South Korea, China
- (6) Ministries/Departments: Ministry of Youth Affairs & Sports
- (7) States/UT: Lakshadweep and Puducherry
- (8) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Shri Ravi Chand Room No.266B, North Block Tel: 23095133 Email: ravi.chand@nic.in	Ms. Anisha Stella Xaxa, Room No.273, North Block Tel: 23095149 Email: anisha.xaxa@nic.in	Shri Navjot Singh Room No.241B, North Block Tel: 23093167, 5741 Email: navjot.singh@nic.in

IV. Sustainable Finance and United Nations

1. United Nations and Sustainable Finance Section

- (1) Matters relating to Green Climate Fund (GCF) & Global Environment Facility (GEF);
- (2) All matters concerning United Nations Development Programme (UNDP), including Programmes or Projects funded out of UNDP Budget;
- (3) All matters concerning United Nations for Project Services (UNOPS), including programmes or projects funded out of UNOPS Budget.
- (4) Govt. of India contributions to UN agencies under Pledging Conference and regular Programme of various UN agencies controlled by other Ministries and covered under Pledging Conference,
- (5) GOI's contribution to Local UNDP office;
- (6) Briefs on Meetings of the UNDP Executive Board, UN ESCAP, UN General Assembly, etc.;
- (7) Works related to International Platform of Sustainable Finance (IPSF)
- (8) Matters related to Sustainable Finance, India-UK Sustainable Finance Forum (IUKSFF)
- (9) Institutions: UN, UNDP, GCF, GEF, IPSF
- (10) External Territorial Charge: NIL
- (11) Ministries/Departments: NIL
- (12) States: NIL
- (13) Legislation: NIL

Name and designation of officers:

Section Officer /	Under Secretary/ Deputy Director	Deputy Secretary
Shri Amit Anurag Section Officer Room No.266B, North Block Tel: 2309 5166 Email: amit.anurag@nic.in	Ms. Neha Singh Room No. 62, North Block Email: neha.singh91@gov.in	Shri Navjot Singh Deputy Secretary Room No.241B, North Block, Tel: 23093167, 5741 Email: navjot.singh@nic.in

V. BUDGET DIVISION

Divisional Head: **Shri Vyasana R, Joint Secretary**
Room no. 168-B, North Block, New Delhi.
Email: r.vyasana@nic.in, **Telephone: 23093183**

I. Budget Statistics, Financing, Internal Administration & Coordination

1. Ways & Means

- (1) Resources and Ways and Means of Central Government
- (2) Market Loans by Central Government
- (3) Treasury Bills and Deficit financing
- (4) Market Stabilization Scheme.
- (5) Cash Management
- (6) Receipt Budget Coordination
- (7) Administration of Bonds issued by the Government of India (viz. Savings Bonds/ Relief Bonds etc.).
- (8) Repayment of Debt
- (9) Interest Payments
- (10) Sovereign Green Bond
- (11) Handling budget related work of Demands for Grants in respect of Department of Economic Affairs, Department of Financial Services, Department of Expenditure, Department of Revenue, Direct Taxes, Indirect Taxes and Repayment of Debt and Interest payment.
- (12) Institutions: Nil
- (13) External Territorial Charge: Nil
- (14) Ministries/Departments: Nil
- (15) States: Nil
- (16) Legislations: Nil

Name and designation of officers:

Section Officer	Deputy Director	Deputy Secretary
Shri Rohitash Kumar Meena, Section Officer Tel-23095174 E-mail: rohitash.meena@nic.in	Shri Ram Pravesh Kumar, Deputy Director Tel-23095207 E-mail: rampravesh.kumar@gov.in	Shri Kapil Patidar Deputy Secretary Tel-2309 5042 Email- kapil.patidar@nic.in

2. Budget Administration

- (1) Internal Administration of Budget Division
- (2) Nomination for domestic and foreign training
- (3) Internal administrative matter of Budget Press
- (4) PDMC Administration
- (5) Handling budget related work of Demands for Grants in respect of Ministries of Housing & Urban Affairs, Deptt. of Fertilisers, Deptt. of Pharmaceuticals, Deptt. of Chemicals and Petrochemicals, Ministry of Home Affairs, Ministry of Personnel, Public Grievances & Pensions, CVC & Cabinet Secretariat, Ministry of Information & Broadcasting.
- (6) Institutions: Nil
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil

- (9) States: Nil
(10) Legislations: Nil

Name and designation of officers:

Section Officer/Assistant Accounts Officer	Deputy Director	Director
Shri Bharat Bhushan, Section Officer Tel: 5178 Email: b.bharat@nic.in Shri Santosh Kumar, Assistant Accounts Officer Tel: 2309 5178	Smt. Lekha Nair, Dy. Director Tel: 23093652/5079 Email: lekha.nair@gov.in	Shri Sunil Bhagwat Chaudhari, Room No. 168-A, North Block Tele : 2309 5041 Email: sunil.chaudhari08@nic.in

3. Report and Coordination

- (1) Administration of the C&AG (Duties, Powers and Conditions of Service) Act, 1971.
- (2) Proposals for entrustment/re-entrustment of audit of Non-Government Bodies and Authorities to the C&AG of India under Section 20(1) of the C&AG's (DPC) Act, 1971.
- (3) Processing Audit reports of the C&AG of India relating to the Accounts of the Union Government and laying them in both houses of Parliament in pursuance of Article 151 of the Constitution of India after obtaining approval of the President of India.
- (4) Intra-division coordination matters relating to miscellaneous Reports in respect of the Budget Division, co-ordination of Parliament Assurances, etc.
- (5) Preparation and laying of the Annual Report of the Ministry of Finance in Parliament.
- (6) Security and all other arrangements related to preparation of Union Budget and distribution/dispatch of Union Budget documents to Parliament on the Budget Presentation Day.
- (7) Scheduling of pre-budget meetings for finalization of RE/BE pertaining to Ministries/Departments.
- (8) Implementation of Budget Announcements Document (coordination with Admn. Division, DEA)
- (9) Handling budget related work of Demands for Grants in respect of President's and Vice President's Secretariat, Supreme Court, Lok Sabha and Rajya Sabha Secretariat, Election Commission of India, UPSC, Ministries of Law & Justice and Parliamentary Affairs and Indian Audit & Accounts
- (10) Institutions: Nil
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil
- (13) States: Nil
- (14) Legislations: The Comptroller and Auditor General (Duties, Powers and Conditions of Service) Act, 1971

Name and designation of officers:

Section Officer/Junior Accounts Officer/Assistant Director	Additional Budget Officer	Director
Shri Sanjeev Kumar, Section Officer, Tel: 23095171 Mob:9868504018 Shri Manvendra Updhyay Assistant Director (NSI) Email: manvendra.upadhyay@gov.in	Smt. Chandra Katyal, Consultant Tel: 23095097 Email: chandra.katyal@nic.in	Shri Provash Ranjan Biswas Director, Tel: 23095038 Email: prbiswas.ofb@nic.in

Shri Dinesh Kumar, Junior Account Officer Tel: 23095171 Email: dinesh.kumar72@nic.in		
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II. Planning, Allocation & State Finance

1. State Section

- (1) Release of States' share of Central Taxes and duties to State Governments
- (2) Work relating to the Constitution of the Finance Commission and processing of its reports.
- (3) Matters relating to financial provisions of various States' Reorganization Acts Monitoring and review of repayment of Central loans and payment of interest by State Governments.
- (4) Common pool of resources for North Eastern Region.
- (5) Handling budget related work of Demands for Grants in respect of Ministries/Departments of Power, New & Renewable Energy, Coal, Petroleum & Natural Gas, Rural Development, Panchayati Raj, DONER, Drinking Water & Sanitation and Land Resources.
- (6) Processing and presentation of Budget and Supplementary Demands for Grants to Parliament in respect of States under President's Rule.
- (7) incorporation of estimates in respect of States' share of Tax Revenue in Revenue Receipt of the Central Government in the Budget Documents.
- (8) Institutions: Nil
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: Nil
- (11) States: Nil
- (12) Legislations: The Finance Commission (Miscellaneous Provisions) Act, 1951 (33 of 1951)

Name and designation of officers:

Assistant Director	Deputy Director	Director
Shri Lakshay Agarwal, Assistant Director Tel: 2309 5173 Email: lakshay.agarwal@gov.in	Shri Rakesh Bhatnagar, Deputy Director Tel-2309 5742 Email: rakesh.bhatnagar@nic.in	Shri Hanumaiah korukonda, Director Tel-2309 2326 Email : hanumaiah.k@gov.in

2. Planning & Allocation

- (1) Issues concerning Central Sector and Centrally Sponsored Schemes
- (2) Gross Budgetary Allocation
- (3) Outcome Budget
- (4) SC/ ST/ NER Allocation
- (5) Externally Aided Projects
- (6) Extra Budgetary Resources
- (7) Loans and Advances to the Govt. Servants (HBA & Computer Advance)
- (8) Handling budget related work of Demands for Grants in respect of Ministries/Departments of Agriculture & Cooperation (all Departments), Food & Public Distribution, Food Processing Industries, Consumer Affairs, Water Resources, Road Transport & Highways, Shipping & Civil Aviation, Fisheries, Cooperation and Animal Husbandry & Dairying.
- (9) Institutions: Nil
- (10) External Territorial Charge: Nil
- (11) Ministries/Departments: Nil

- (12) States: Nil
(13) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Director
Hemant Kumar, Section Officer Tel-23095254 Email: kumar.hemant@nic.in	Shri Sunil Kumar Gupta Under Secretary Tel-23095256 Email: sunil.gupta75@gov.in	Shri Hanumaiah korukonda, Director Tel-23092326 Email: hanumaiah.k@gov.in

III. Public Debt Management

1. National Savings

- (1) Policy and administration of all Government Small Savings Schemes like namely Post Office Savings Account, National Savings Recurring Deposit Account, National Savings Time Deposit Accounts, National Savings Monthly Income Account, National Savings Scheme, National Savings Certificate, Public Provident Fund Scheme, Senior Citizens Savings Scheme, Sukanya Samriddhi Account Scheme and new schemes introduced from time to time, framed under Government Savings Promotion Act, 1873.
- (2) Administration of NSI and NSSF and Senior Citizen Welfare Fund (SCWF).
- (3) Compilation and analysis of Statistics on small savings.
- (4) Handling budget related work of Demands for Grants in respect of Ministries/Departments of Youth Affairs & Sports, Culture, Tourism, Corporate Affairs and Planning.
- (5) Institutions : National Savings Institute
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil
- (9) Legislations: The Government Savings Promotion Act, 1873 (5 of 1873)

Name and designation of officers:

Section Officer/ Assistant Director	Under Secretary/ Deputy Director	Deputy Secretary
Shri Praveen Jain, Assistant Director Tel: 23095155 E-mail: parveen.jain82@nic.in Shri Ajay Kumar, Section Officer Tel: 23095155 Shri Aman Sonkar, Assistant Director (NSI)	Smt. Rathna Gurumurthy, Under Secretary Tel: 23095764 Email- rathna.g@gov.in	Shri Kapil Patidar, Deputy Secretary Tel: 23092649/5042 Email: kapil.patidar@nic.in

2. Public Debt Management Cell (PDMC)

- (1) Plan borrowings of GoI, including market borrowings, other domestic borrowing activities of GoI through specific products, including Sovereign Gold Bond issuance.
- (2) Manage Central Government liabilities, including Internal Debt, Guarantee proposals and contingent Liabilities, and National Small Saving Fund.

- (3) Monitor cash balances of the Government, improve cash forecasting and promote efficient cash management practices.
- (4) Foster a liquid and efficient market for Government securities.
- (5) Analyze and advise concerned Divisions of DEA on the proposals of External borrowing as regards cost, tenure, currency, hedging requirements, etc. and monitor development in foreign exchange markets. (Note: External borrowing proposals would, however, continue to be negotiated by MI and BC Divisions and AAA Division will continue to provide requisite back-office support.)
- (6) Develop an Integrated Debt Database system (IDMS) as a Centralized data base for all liabilities of Gol, on a near real time basis.
- (7) Advise on matters related to Investment, Capital Market operations, Guarantee proposals, administration of interest rates on small savings, and various loans and advances given by Gol.
- (8) Undertake requisite market interface with various stakeholders, including Government departments, Central Bank, investors, primary dealers, financial market regulators, market participants, etc. to carry out assigned functions efficiently.
- (9) Undertake such research work, including those relating to new products development, market development, risk management, debt sustainability assessment, and other debt management functions, as and when required by Ministry of Finance.
- (10) Undertake requisite preparatory work for PDMA.
- (11) Preparation of budget estimates for Appropriations "Interest Payment" & "Repayment of Debt".
- (12) Preparation of liability statement of Receipt Budget.
- (13) Preparation of current rupee loan statement of the Central Govt. of the Receipt Budget (PDMC will give draft proposal/Statements for (11), (12) & (13) above to W&M Section).
- (14) Matter related to FAR investment by FPIs and inclusion in International Bond Indices.
- (15) Coordination with various stakeholders (CGA/CCA etc.) for compilation/reporting of Government Debt statistics (all components including external debt, public accounts /NSS liabilities, EBRs etc.
- (16) RTI and Public Grievances related to Govt. Debt instruments and
- (17) RBI references on various matters related to Govt. Schemes/Bonds.
- (18) Institutions: RBI
- (19) External Territorial Charge: Nil
- (20) Ministries/Departments: Nil
- (21) States: Nil
- (22) Legislation: Government Securities Act, 2006 (38 of 2006)

Name and designation of officers:

Assistant Director/ Section Officer	Deputy Director	Director
Shri Uday Kumar Sharma Tel: 23094818 E-mail: uday.sharma@gov.in Shri Deepak Kumar Meena Tel: 23094818 E-mail: Deepak.meena1591@gov.in Dr. Sonam Choudhry Tel: 23094818 E-mail: sonam.choudhry@gov.in	Shri Nanu Ram Meena, Deputy Director Tel: 23094818 E-mail: nmeena.76@gov.in Shri. Suman Kalyan Naskar Tel : 23094818 E-mail: suman.kalyan@gov.in Smt. Abhilasha Diwakar Tel: 23094818 E-mail: adiwakar.osdrbi@gov.in	Shri Imtiyaz Ahmed, Director Tel-23720789 Email: imtiyaz.ahmad1@gov.in

IV. Fiscal Legislation

1. Demand

- (1) Issuing the Budget Circular
- (2) Maintain the list of Demands as per the Allocation of Business Rules
- (3) Maintain the format of the Demands for Grants and its accompanying annexures as per the recommendations of the Estimates Committee/Public Accounts Committee.
- (4) Coordinate the work of compilation of Demands for Grants of all the Ministries/Departments.
- (5) Presentation of all the Budget documents in Parliament and the legislative work relating to preparation of Vote on Account and main Appropriation Bills.
- (6) Gender Budgeting
- (7) Handling budget related work of Demands for Grants in respect of Ministries/Deptts. of Deptt. of Health & Family Welfare, Health Services, AYUSH, School Education & Literacy, Higher Education, M/o Women & Child Development, M/o Social Justice & Empowerment, M/o Minority Affairs, M/o Tribal Affairs and Deptt. of Disability Affairs.
- (8) Financial policy in regarding to the utilisation of the proceeds of disinvestment channelized into the National Investment Fund
- (9) Printing and distribution of budget documents
- (10) Periodic updation of Budget Manual/Section level SOPs.
- (11) Institutions: Nil
- (12) External Territorial Charge: Nil
- (13) Ministries/Departments: Nil
- (14) States: Nil
- (15) Legislations: Appropriation Act

Name and designation of officers:

Section Officer	Under Secretary	Director
Shri Bikesh Kumar, SO Tel: 23095231 (M) 9643259383 Email: bikesh.kumar@nic.in	Shri Sanjay Singh Tel: 23093937 Email: sanjay.singh72@nic.in	Shri Hanumaiah korukonda, Tele : 23092326 Email: hanumaiah.k@gov.in

2. Fiscal Responsibility and Budget Management (FRBM)

- (1) Administration of Fiscal Responsibility and Budget Management Act (FRBM), 2003 and the Rules framed there under.
- (2) Work relating to preparation and presentation of FRBM Report.
- (3) Preparation of Medium-Term Fiscal Policy cum Fiscal Policy Strategy Statement (MTFPSS), Macro Economic Framework Statement, Medium Term Expenditure Framework (MTEF) Statement for presentation in Parliament
- (4) Preparation of Statements for half yearly review of the trends in receipts and expenditure in relation to the budget.
- (5) Preparation of Disclosure Statements such as Asset Register, Tax Revenue Raised but not Realised and Arrears of Non-Tax Revenue.
- (6) Handling budget related work of Demands for Grants in respect of Union Territories, Department of Public Enterprises, Department of Investment and Public Asset Management.
- (7) Budget Statistics Compilation and analysis
- (8) MIS concerning expenditure and receipt
- (9) Monitoring and analysis of expenditure and receipt trends

- (10) MIS Report compilation for internal assessment by Budget Division
- (11) Inputs for Credit Rating Agencies
- (12) Inputs for World Bank and International Monetary Fund
- (13) Institutions: Nil
- (14) External Territorial Charge: Nil
- (15) Ministries/Departments: Nil
- (16) States: Nil
- (17) Legislations: Fiscal Responsibility and Budget Management Act, 2003

Name and designation of officers:

Economic Officer	Deputy Director	Director/Deputy Secretary
Shri Vijay K Mann, Economic Officer, Tel: 23095095 Email: vijay.mann@nic.in Shri Ram Swroop Meena Section Officer, Tel-23095095 Email: rs.meena92@nic.in	Shri Anang Rawat, Deputy Director, Intercom: 5019 Mobile: 8130064033 Tel: 23095019 Email: anang.rawat@gov.in	Shri Kapil Patidar, Deputy Secretary, Tel: 23092649/5042 Email: kapil.patidar@nic.in

V. Loans, Advances & Budget Review

1. Supplementary Demand (SD)

- (1) Presentation of Supplementary Demands for Grants.
- (2) Presentation of Demands for Excess Grants.
- (3) Administration of Government Guarantees.
- (4) Administration of the Contingency Fund of India Act and Rules.
- (5) Handling budget related work of Demands for Grants in respect of Ministries & Departments of Science/Technology Sector, Ministry of Environment & Forests, Ministry of External Affairs, Statistics & Programme Implementation
- (6) Institutions: Nil
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil
- (9) States: Nil
- (10) Legislations: Contingency Fund of India Act, 1950 & Contingency Fund of India Rules, 1952

Name and designation of officers:

Section Officer	Under Secretary	Director/Deputy Secretary
Shri Manish Kumar Das, Section Officer, Intercom: 5029 Mobile: 9555122058 office: 23095029 Email: manish.das88@nic.in	Shri S R Raja, Under Secretary Tel: 23095147 Email : raja.sr@nic.in	Shri Provash Ranjan Biswas Director, Tel: 23095038 Email: prbiswas.ofb@nic.in

2. Public Deposit

- (1) Fixation of Interest rate of GPF and similar Funds including Special Deposit Scheme, Employees Provident Fund (EPF), Coal Mines Provident Fund (CMPF), National Defence Fund , Seamen's Provident Fund (SPF)
- (2) Fixation of interest rates of loans and advances sanctioned by Central Government to States/Union Territory Governments, Public Sector Enterprises etc. (ii) Rate of interest to be charged on advances to Government servants for purchase of conveyance, and (iii) Advances to Government servants – Rate of interest on House Building Advance etc.
- (3) Recovery of Principal and Interest on all Government loans, Recoveries of Loans and Advances, including from Public Sector Units/ Financial Institutions but excluding repayment from States; and Interest Receipts
- (4) Handling budget related work of Demands for Grants in respect of Ministries of Labour & Employment, Skill Development & Entrepreneurship, Commerce, Heavy Industry, DPIIT, Textiles, Mines, MSME and Steel
- (5) Non-Tax Revenue of the Central Government-finalization and compilation of estimates thereof.
- (6) Computerization of budget work, including work relating to NTR (other than those handled by PDMC)
- (7) Matters related to CPSEs/IEBR
- (8) Institutions: Nil
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: Nil
- (11) States: Nil
- (12) Legislations: Public Debt Act, 1944

Name and designation of officers:

Assistant Accounts Officer	Under Secretary	Deputy Secretary
Shri Kapil Bhatia, AAO Intercom: 5177 Tel: 23095177 Mobile: 9821736930 Email: kapil.15@mha.gov.in	Shri Harish Rajpal, Under Secretary, Tel: 23095742 Intercom: 5742 Mobile: 8447541952 Email: harishrajpal.bcas@nic.in	Shri Kapil Patidar, Deputy Secretary, Tel: 23092649/5042 Email: kapil.patidar@nic.in

VI. Accounts & Technical Advice

1. Accounts Section

- (1) Dealing with all issues relating to the Accounting of Government transactions of Ministries/Departments arising out of various Constitutional provisions and Acts of Parliament;
- (2) Accounting classification and procedures including Reforms in Budget and Accounts and constitution of Reserve Funds in Public Account.
- (3) Operation of approved funds in respect of external assistance drawn by CAAA before C&AG concurrence.
- (4) GFR and DFPR related issues
- (5) Handling budget related work of Demands for Grants in respect of Ministries/Departments concerned with Railways, Telecom, Posts, Civilian Pension and Defence Pension.
- (6) Central Road and Infrastructure Fund
- (7) PAC's observations of Excess Expenditure
- (8) Institutions: Nil

- (9) External Territorial Charge: Nil
 (10) Ministries/Departments: Nil
 (11) States: Nil
 (12) Legislations: Nil

Name and designation of officers:

Assistant Accounts Officer	Deputy Director/Consultant	Director
Shri Kulesh Kumar Chaudhari, Room No. 224-C, North Block Tel: 23095210 Email: kulesh.choudhary@gov.in	Shri Rakesh Babbar, Deputy Director Room no 237 North Block Tel: 23095085 Email: rakesh.babbar@nic.in	Shri Sunil Bhagwat Chaudhari, Director Room No. 168-A, North Block Tel: 2309 5041 Email: sunil.chaudhari08@nic.in

VI. COIN & CURRENCY DIVISION

Divisional Head: Ms. Aparna Bhatia, Economic Advisor (Admin, BC and C&C)
Room No. 34- B, North Block, New Delhi.
E-mail: aparna.bhatia@nic.in, Tel: 23092254

Divisional Head: Ms. Manisha Sinha, Additional Secretary (Fund Bank & Crypto Asset) & Chief Vigilance Officer
Room No.141, North Block, New Delhi.
Email: manisha.sinha@nic.in, Tel. No. 23092882, 23094550

1. Currency

- (1) Demonetization
- (2) Matters relating to design, form and material of currency notes/bank notes.
- (3) Matters relating to security features of the bank notes.
- (4) Currency related legislation
- (5) Indigenization of bank notes production items
- (6) Dispute/complaint in respect of procurement / supply of material of printing of currency notes and
- (7) Expansion, upgradation and modernisation of Presses, Paper Mills and Ink factory in respect of currency notes
- (8) Fake Indian Currency Notes related matters.
- (9) Matters relating to new rupee symbol.
- (10) Fair price determination of Bank Notes.
- (11) Production planning of printing of currency notes and other security products
- (12) Court cases on Currency.
- (13) Currency conferences etc.
- (14) Institutions: RBI for the Currency
- (15) External Territorial Charge: Nil
- (16) Ministries/Departments: Nil
- (17) States: Chandigarh, Delhi
- (18) Legislations:
 - i) SBN (Cessation of Liabilities) Act 2017
 - ii) The SBN (Deposit of confiscated notes) Rules 2017
 - iii) SBNs (Deposit by Banks, Post Offices and DCCB) Rules, 2017

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Ms. Kamya Singh, Section Officer Room No. 241-F, North Block Tel: 23095138 E-mail: kamya.singh@nic.in	Shri Subodh Kumar, Under Secretary Tel: 23095753 Email: subodh.kumar80@gov.in	Shri Pradeep Purohit Deputy Secretary Room no. 241-F, North Block Tel: 23095013 Email: p.purohit@nic.in

2. Coins

Policy formulation regarding design, shape and size of circulation coins.

- (1) Production Planning of Coins.
- (2) Fixation of fair prices of coins and other security items.
- (3) Export Policy of Coins.
- (4) Policy for Replacement of Old Coins.
- (5) Coins related legislations.
- (6) Commemorative Coins.
- (7) Expansion, upgradation and modernization of Mints.
- (8) Court Cases on Coins and Other security products
- (9) Matters relating to Postal Stamp; Revenue Stamp, NJSP, Passports etc. including raw material, machinery and equipment.
- (10) Coordination matters relating to C&C Division
- (11) Disputes/Complaints related to Coins, other security products
- (12) Institutions: RBI for coins
- (13) External Territorial Charge: Nil
- (14) Ministries/Departments: Nil
- (15) States: Orissa, West Bengal
- (16) Legislations: The Coinage Act, 2011

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Shri Naveen Kumar Meena Section Officer Tel: 2309 5158 Email: rk.meena92@nic.in	Shri Subodh Kumar, Under Secretary Room No. 242-C, North Block Tel: 23095152 Email: subodh.kumar80@gov.in	Shri Pradeep Purohit Deputy Secretary Room no. 241-F, North Block Tel: 23095013 Email: p.purohit@nic.in

3. Security Printing and Minting Corporation (SPMC) Section

- (1) Administration Control of Security Printing and Minting Corporation of India Limited (SPMCIL).
- (2) Appointment and extension matters of Board Level posts in SPMCIL.
- (3) Examination and providing inputs to Vigilance section on vigilance matters relating to board level officials of SPMCIL.
- (4) Residual establishment matters of the nine Units of SPMCIL.
- (5) Court Cases filed by the employees of the nine units of SPMCIL, where Union of India is a party.
- (6) Matters relating to meetings of SPMCIL Board, SPMCIL Pension Fund Trust, etc.
- (7) Matters on MoU with SPMCIL.
- (8) Matters on Annual Report and other financial documents of SPMCIL.
- (9) Dispute/ complaints related to SPMCIL, other than those allocated to Currency Section and Coin Section
- (10) Institutions: SPMCIL
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil
- (13) States: Nil
- (14) Legislations: Nil

Name and designation of officers:

Section Officer (SPMC)	Under Secretary (SPMC)	Deputy Secretary (SPMC)
Shri Rishikesh Meena Section Officer Room No. 241-F, North Block Tel: 2309 5175 Email: meena.rishikesh@nic.in	Shri Shambhu Kumar Under Secretary Room No. 273, North Block Tel: 2309 5263 Email: kumar.shambhu@nic.in	Shri Himanshu Gandhi Deputy Secretary Room No. 272, North Block Tel: 2309 5091 Email: himanshu.g@nic.in

4. Central Bank Digital Currency and Crypto Assets:

- (1) Policy matters related to CBDC
- (2) All other matters related to CBDC
- (3) Matters related to Crypto Assets
- (4) Court cases regarding Crypto Assets
- (5) Institutions: RBI
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil
- (9) Legislations: NIL

Section Officer	Deputy Director	Director
	Ms. Sanju Yadav Deputy Director Room No.241-E, North Block Tel: 23095235 Email: sanju.yadav03@gov.in	Shri Simrandeep Singh Director Room No.78, North Block Tel: 23092995 Email: simrandeep.iasjk@nic.in

VII. ECONOMIC DIVISION

- Divisional Head:** Shri V. Anantha Nageswaran, Chief Economic Adviser,
Email: cea@nic.in Tel: 23093610
- Divisional Head:** Shri Rajiv Mishra, Senior Economic Advisor (Public Finance)
Email: r.mishra67@gov.in, Tel: 23094526
- Divisional Head:** Ms Chandni Raina, Economic Advisor (Climate Change and Finance Unit, Agriculture and Food Management Unit)
Chandni.raina@nic.in, Tel: 23092500
- Divisional Head:** Dr. Rose Mary K Abraham, Economic Advisor (Macro, Industry and Infrastructure Unit, Services Sector, Price)
Email: rosemary.a@nic.in, Tel: 23095020
- Divisional Head:** Dr. Anuradha Guru, Economic Advisor (IES Cadre, External Sector External Debt Management Unit, Money & Banking Policy, Social unit)
Email: anu.guru@nic.in, Tel: 23092469

1. Macro Unit

- (1) Tracking Economic Activity: Monitoring of India's key economic indicators across all macro-economic sectors on a daily, weekly, fortnightly, monthly, quarterly and annual basis for a holistic assessment of Indian economy and for enabling evidence-oriented policy interventions by government.
- (2) State of the Economy: A weekly update of recent developments in the economy for Hon'ble PM/FM/MOS/Secretary and other Divisions, often customized to their requirements.
- (3) Monthly Economic Report (MER): Detailed and analytical record of critical economic developments and policy measures in the month gone by, which is uploaded on DEA's website.
- (4) Macro-Economic Framework Statement: This statement is presented to Parliament as per the Fiscal Responsibility and Budget Management Act, 2003.
- (5) GDP forecasting: Projecting future growth of GDP for budgeting tax revenues.
- (6) Pre-budget consultations: Providing records of discussion pertaining to macro economy.
- (7) Macroeconomic brief for Quarterly Review of trends in budget receipts and expenditure.
- (8) Economic Survey: Providing a concise and policy relevant overview of key sectors of the economy for the Economic Survey, an annual flagship document of the Government of India.
- (9) Internal research across the year on existing and emerging macro-economic and pan-sectoral issues under the direction and guidance of Chief Economic Adviser.
- (10) Policy inputs For Hon'ble FM, MOS, Secretary on Parliamentary matters, speeches related to important economic events.
- (11) Leading economic discussions at bilateral and multilateral forums such as G-20, World Bank, IMF, OECD, amongst other international interfaces.
- (12) Metadata updation: Provision of India's economic and financial data to IMF in compliance with Special Data Dissemination Standard (SDDS)
- (13) National Summary Data Page of India's economy: Regular updation on the website of Ministry of Finance.

- (14) Monthly DO: Providing Inputs for the preparations of the monthly DO of the Division.
 (15) RTI related matters
 (16) Institutions: Nil
 (17) External Territorial Charge: Nil
 (18) Sectoral Charge Ministries/Departments: Ministry of Statistics and Programme Implementation (MoSPI)
 (19) States: Nil
 (20) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Assistant Director	Deputy Secretary/ Director
Ms. Hema Rana Economic Officer, Room No. 249 North Block Email: hema.rana92@nic.in	Esha Swaroop Asst. Director, Room No. 249 North Block Email: esha.swaroop@gov.in Radhika Goyal Asst. Director, Room No. 249 North Block Email: radhika.g1369@gov.in	

2. Services Unit

- (1) Preparation of the Chapter on Services Sector for the Economic Survey.
 (2) Monitoring the performance of services trade.
 (3) Parliament Matters.
 (4) Comments on Notes related to trade in services, WTO negotiations in Services, etc.
 (5) Monthly Economic Report (MER): Detailed and analytical record of critical economic developments and policy measures in the month gone by in the services sector, which is uploaded on DEA's website.
 (6) Institutions: Nil
 (7) External Territorial Charge: Nil
 (8) Ministries/Departments: Nil
 (9) States: Nil
 (10) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Assistant Director	Deputy Secretary/ Director
Ms. Hema Rana Economic Officer, Room No. 249 North Block Email: hema.rana92@nic.in	Esha Swaroop Asst. Director, Room No. 249 North Block Email: esha.swaroop@gov.in Radhika Goyal Asst. Director, Room No. 249 North Block Email: radhika.g1369@gov.in	-

3. Money And Banking Unit

- (1) Monitoring of money market trends and developments in monetary policy
- (2) Monitoring of banking policy and aggregate trends in credit flows.
- (3) Fortnightly analysis of the monetary parameters
- (4) Monitoring yields on G-Sec/Treasury Bills
- (5) Monitoring behaviour of Call Money Rates and LAF operations
- (6) Periodical updates on monetary policy and Quarterly Reviews of RBI
- (7) Institutions: Nil
- (8) External Territorial Charge: Nil
- (9) Ministries/Departments: Nil
- (10) States: Nil
- (11) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Deputy Director	Deputy Secretary/ Director
-	Ms. Megha Arora Deputy Director Room No. 249, North Block Tel: 23095772 Email: megha.arora1506@gov.in	-

4. Industry Unit

- (1) Monitoring IIP and eight core index and growth.
- (2) Monitoring trends in production of core infrastructure industries.
- (3) Drafting and finalizing chapters on Industry and Infrastructure for the annual Economic Survey.
- (4) Providing comments on Cabinet, CoS, GoM and PIB notes related department of fertiliser.
- (5) Preparation of analytical Policy Notes for Secretary (EA) and CEA.
- (6) Preparation of minutes for Pre Budget meetings.
- (7) Institutions: Nil
- (8) External Territorial Charge: Nil
- (9) Ministries/Departments: Department of Fertilizers
- (10) States: Nil
- (11) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Assistant Director	Joint Director/ Director
Shri Ajay Ojha Economic Officer Room No.248 North Block Email: ajay.ojha94@gov.in	Shri Manish M Gade Assistant Director Room No.250C, North Block Tel: 23095129 Email: manish.gade@gov.in	Ms. Deepika Srivastav Room No. 250-D, North Block, Email: deepika.s86@gov.in

5. Public Finance Unit

- (1) Monitoring India's Central fiscal parameters such as deficits, various components of revenue and expenditure.
- (2) Review of fiscal position and analysis of fiscal and tax policies.

- (3) Analysis and compilation of Fiscal developments chapter in the Economic Survey of India.
- (4) Preparation of data for Government Finance Statistics (GFS) Yearbook for submission to IMF.
- (5) Nodal agency for coordinating the reporting of data under G-20 Data Gap Initiative.
- (6) Data compilation and publishing of the following publications:
 - i) Economic and Functional Classification of Central Government Budget
 - ii) Indian Public Finance Statistics which includes budgetary transactions of Centre, State and Union Territories.
- (7) Providing inputs towards Macro-Economic Framework Statement for the Union Budget
- (8) Fiscal policy inputs for Hon'ble FM, MOS, Secretary for interreactions/speeches during various domestic and international events.
- (9) Other economic research projects.
- (10) Institutions: Nil
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil
- (13) States: Nil
- (14) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Deputy Director	Joint Director/ Director
-	Venkat Hariharan Asha, Deputy Director Room No. 249, North Block Email: venkat.ha@gov.in	-

6. Climate Change Finance Unit

- (1) Analytical work on climate change, sustainable development and renewable energy related issues and drafting of the chapter on Environment for the Economic Survey.
- (2) To serve as the nodal point on all climate change finance matters in the Finance Ministry.
- (3) To represent the Ministry of Finance in all climate change finance-related issues in all international and domestic fora.
- (4) Represents India in international negotiations on climate finance under the UN Framework Convention on Climate Change (UNFCCC).
- (5) Represents MoF in G20 discussions on Climate Finance as well as provides inputs to the G20 secretariat. The unit is the nodal body of the G20 Taskforce on Global Mobilization against Climate Change (TF-CLIMA) launched by Brazil's G20 presidency.
- (6) To prepare briefs and position papers for the Government of India's position on climate change finance.
- (7) To provide guidance and inputs to MOEFCC to feed into climate change negotiations.
- (8) Carry out analytical work on emerging issues in the area of climate change
- (9) Assess the submissions on 'climate change finance' from various national Governments that are Parties to the UNFCCC. Analyse the climate change-related financial pledges of developed countries
- (10) Analyse domestic proposals relating to Climate Change Finance.
- (11) To provide inputs relating to climate change finance on ongoing domestic policies like the National Action Plan on Climate Change.
- (12) To undertake analytical work related to financing of climate action-mitigation and adaptation in the context of the negotiations in the UNFCCC and its Paris Agreement.
- (13) Institutions: Nil
- (14) External Territorial Charge: Nil

(15) Ministries / Departments: Ministry of Environment, Forest and Climate Change

(16) States: Nil

(17) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Assistant Director	Under Secretary/ Deputy Director	Joint Director
Shri Amit Kumar Kesarwani Economic Officer, Room-248 North Block Tel: 23095771 Email: amit.kesarwani@gov.in	Ms. Ritika Bansal Assistant Director Room-250D North Block Tel: 23095140 Email: ritika.bansal@gov.in Shri Pradyut K. Pyne Assistant Director Room-248 North Block Tel: 23095163 Email: pradyut.pyne83@nic.in	Ms. Neha Singh Deputy Director Room-249 North Block Tel: 23095772 Email: singh.neha@gov.in	Shri Dharmendra Kumar Joint Director Room-251A North Block Tel: 23095153 Email: dharmendra.kumar83@nic.in

7. Agriculture Unit

- (1) Providing policy advice on issues and matters related to Agriculture and Food Management
- (2) Examining/ Appraising Cabinet/ CCEA/CoS/ EFC and other policy notes on fixing Minimum Support Prices (MSPs) for major crops/crop insurance policy/ other agricultural policies
- (3) Pre-Budget meetings with stakeholders in farm sector
- (4) Briefs for and appearances before the Parliamentary Standing Committee on Agriculture related issues
- (5) Analyzing production and area sown in Rabi and Kharif crops
- (6) Analysis of issues related to Allied sectors like dairy sector, fisheries, forestry and food processing
- (7) Preparation of the Chapter on 'Agriculture and Food Management' for Annual Economic Survey (Volume 1 and Volume2).
- (8) Handling VIP/ Parliament/ Other references and Private Member Bills related to agriculture and food management.
- (9) Institutions: Nil
- (10) External Territorial Charge: Nil
- (11) Ministries/Departments under Sectoral Charge:
 - i) Department of Agriculture and Farmers' Welfare
 - ii) Department of Food and Public Distribution
 - iii) Ministry of Food Processing Industries
 - iv) Department of Fisheries,
 - v) Department of Animal Husbandry & Dairying
 - vi) Ministry of Cooperation
 - vii) Department of Agricultural Research and Education
- (12) States: Nil
- (13) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Under Secretary/ Deputy Director	Joint Director
Shri Mritunjay Kumar Economic Officer Room No. 248, North Block, Email: Kumar.mritunjay@gov.in		Ms. Deepika Srivastav Joint Director Room No. 250-D, North Block, Email id: deepika.s86@gov.in

8. External Sector Unit

- (1) Monitoring and analyzing the developments in India's External Sector i.e. Trade, Balance of Payments (BoP) and External debt and providing policy inputs/ briefs/ comments, etc., relating to same.
- (2) Analysis of recent trends and developments in India's trade, BoP and external debt which culminates into the External Sector Chapter published in of the Economic Survey.
- (3) Publication of an Annual Status Report on India's External Debt, based on inputs from relevant stakeholders like Reserve Bank of India (RBI) Aid, Accounts & Audit Division, Ministry of Defence, SEBI, CCIL etc.
- (4) Publication of Quarterly Report on India's External Debt for the two quarters ending September and December, through collection and compilation of data from different stakeholders. The remaining two quarters' reports are published by RBI.
- (5) Collection, compilation and provision of inputs on India's External Debt data on quarterly basis to World Bank for its centralized database called, 'Quarterly External Debt Statistics (QEDS)', in compliance with IMF's Special Data Dissemination Standard (SDDS) requirements.
- (6) Dissemination of India's defence debt data on a quarterly basis to all relevant stakeholders.
- (7) Provision of inputs to RBI for its quarterly publication on India's net international investment position for quarter ending September and December.
- (8) Preparation of a monthly Trade note covering the broad trends in merchandise trade, for perusal of Secretary (DEA) and Chief Economic Adviser (CEA).
- (9) Examination of Cabinet notes/ EFC Memo/ SFC Memo/ PIB/ DIB notes/ Policy notes, etc. relating to External Sector (Trade/ BoP/ External debt) and providing inputs/ comments/ suggestions on the same.
- (10) Data maintenance and up-dation of India's key trade, BoP and external debt indicators on weekly/ monthly/ quarterly/ annual basis as per availability of data.
- (11) Policy inputs and talking points for Hon'ble FM, MOS, Secretary on:
- (12) Preparation of inputs for Parliamentary debates and questions related to trade, BoP and external debt, and
- (13) Speeches related to important economic events,
- (14) Leading economic discussions at bilateral and multilateral forums such as G-20, World Bank, IMF, OECD, concerning India's trade & BoP position and external debt sustainability.
- (15) Institutions: Nil
- (16) External Territorial Charge: Nil
- (17) Ministries/Departments: Nil
- (18) States: Nil
- (19) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Under Secretary/ Deputy Director	Deputy Secretary/ Director
<p>Ms. Manju, Section Officer Room No. 78 A, North Block Tel: 23095206 Email id: manju.olyan@gov.in</p> <p>Shri Rajesh Kumar Sharma, Economic Officer Email id: rajesh.sharma69@nic.in Tel.No.: 23092095, Intercom: 5206 Room No. 78A, North Block</p>	<p>Sh Manoj Kumar Mishra Deputy Director Room-78A North Block Tel: 23095044 Email: manojkr.mishra@gov.in</p> <p>Ms. Megha Arora Deputy Director Email: megha.arora1506@gov.in Tel No: 23095772 Room No. 249, North Block</p>	

9. Social Sector Unit

- (1) Providing policy advice on issues related to social sector, employment and human development.
- (2) Analysis of labour issues, employment trends, health, education and other topics concerning social sector.
- (3) Examining / Evaluating results of employment and unemployment surveys.
- (4) Examine/ Appraise Cabinet Notes/CoS/EFC/SFC notes on various issues related to employment and skill development received from the other Divisions in DEA.
- (5) Participation/membership of Standing Committee on Labour Force Statistics.
- (6) Preparation of chapter on 'Social Infrastructure, Employment and Human Development' for Annual Economic Survey (Vol.-I & II).
- (7) Pre-budget meetings with labour unions, civil society organizations, health, welfare and women's organizations/experts etc.
- (8) Handling VIP/Parliament/Other references related to the themes in social sector.
- (9) Review/reporting on specific issues as and when required.
- (10) Institutions: Nil
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments:
 1. Ministry of Labour and Employment
 2. Ministry of Skill Development and Entrepreneurship
- (13) States: Nil
- (14) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Under Secretary/ Deputy Director
<p>Shri Deepdyuti Sarkar Economic Officer Room-248 North Block Tel: 23095186 Email: deepdyuti.sarkar@gov.in</p>	<p>Ms. Shruti Garg Deputy Director Room No. 249, North Block Email:</p>

10. Prices Unit

- (1) Price monitoring and inflation related issues:
 - a) Inflation monitoring based on consumer price index and wholesale price index
 - b) Monitoring domestic and international price behavior
 - c) Seasonal price behavior of essential commodities
 - d) Price policy and inflation management.
 - e) Preparation of monthly inflation reports based on consumer price index
 - f) Preparation of inputs for monthly economic review
 - g) Drafting chapter on prices for pre-budget economic survey
 - h) Preparation of talking point/inputs to briefs/speeches to the Secretary, Ministers and PMO
- (2) Committees/ Working groups:
 - i) Participation in the various committees on price indices (CPI, WPI and RESIDEX)
 - j) Participation in the Inter- Ministerial Committee (IMC) meetings, meeting of Committee of Secretaries on review of prices of essential commodities
 - k) Representation in the meeting of National Pharmaceutical Pricing Authority
 - l) Representation of any other committees related to prices and inflation issues
- (3) Institutions: Nil
- (4) External Territorial Charge: Nil
- (5) Ministries/Departments: Department of Consumer Affairs
- (6) States: Nil
- (7) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Under Secretary/ Deputy Director	Deputy Secretary/ Director
Shri Rohit Kumar Tiwari Economic Officer, Room No. 248 North Block Email: rohit.87@gov.in	--	Shri Harish Kumar Kallega Joint Director Room No. 241E North Block Email: harish.kallega@gov.in

11. Coordination Unit

- (1) Internal Administration and Coordination in Economic Division
- (2) Organising Finance Minister's Pre-Budget meetings with various stakeholders
- (3) Coordination with all Units of Economic Division for publishing Economic Survey and laying them before Parliament
- (4) Organising Delhi Economic Conclave rechristened as Jaitley Memorial Conclave, the annual International Conference on thematic issues.
- (5) Processing/commissioning /assigning research studies policy and papers to research institutions and experts.
- (6) Organising seminars, workshops and symposia in connection with the Division's work
- (7) Preparation of Annual Report of Department of Economic Affairs (portion relating to Economic Division)
- (8) Nomination of officers of Economic Division for Foreign Deputation to OECD meetings and other meetings and workshops
- (9) Coordination of Parliament work, RTI matters, VIP references, public grievances etc.
- (10) All administrative matters of Economic Division, selection / transfer / posting / training of interns
- (11) Institutions: NCAER, RIS
- (12) External Territorial Charge: Nil
- (13) Sectoral Charge Ministries/Departments: NITI Aayog
- (14) States: Nil
- (15) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Economic Officer	Under Secretary/ Deputy Director	Deputy Secretary/ Director
Shri Ajay Ojha Economic Officer Room No.248, North Block Email: ajay.ojha94@gov.in	Shri Manish M Gade Assistant Director Room No.250C, North Block Tel: 23095129 Email: manish.gade@gov.in	Shri Harish Kumar Kallega Joint Director Room No.241E, North Block Email: harish.kallega@gov.in

12. IES Cadre

The Cadre Controlling Authority of the IES is the Department of Economic Affairs, Ministry of Finance and the Service is managed on the basis of the Indian Economic Service Rules, as amended from time to time. The Indian Economic Service (IES / Service) is an organized Group 'A' Central Service. The Service works with the objective of institutionalising professional capacity to undertake economic analysis within the Government and use it for designing and formulating development policies, strengthening delivery systems, and monitoring and evaluating public programmes.

- (1) The IES Cadre Division deals with all matters pertaining management of the officers of the IES.
- (2) Conduct of the examination for direct recruitment and appointment; induction/promotion of feeder-post holders to the Junior Time Scale of the service; Seniority and confirmation of officers of the service.
- (3) Promotion to various grades in the service; career management and placement of officers, and management of retirement and resignations.
- (4) Deals with policy matters pertaining to IES Rules; Cadre review and restructuring of the service; Encadrement of posts in the IES Cadre; and all service matters including vigilance and court cases.
- (5) Capacity building efforts including training needs assessment; conduct of domestic and foreign trainings; and grant of clearances for study leaves, deputations etc.

Name and/ Designation of Officers:

Assistant Director	Under Secretary/ Deputy Director	Director
Ms. Isha Assistant Director, Room No. 59, North Block, Tel: 23095219 Email: isha.singh10@gov.in	Ms. Prachi Singhal Deputy Director, Room No.59, North Block, Tel: 23095219 Email: prachi.singhal@gov.in Shri Narender Nirapure Under Secretary, Room No. 58, North Block, Tel: 23095219 Email: nknirapure.edu@nic.in	Dr. Kokila Jayaram Director, Room No. 33-A1, North Block, Tel : 23092283 Email : kokila.jayaram@nic.in

VIII. FINANCIAL MARKET DIVISION (FM)

Divisional Head: **Ms. Reetu Jain, Economic Advisor (Investment, FM & FSRL)**
Room NO. 73, North Block, New Delhi.
E-mail: reetuj@gov.in, Tele- 23094443

I. Primary Markets

- (1) Policy formulation on issues relating to initial and further issue of capital and related intermediaries engaged in the same such Merchant Banks, Registrar to an issue etc.
- (2) Policy formulation on issues relating to
 - i. Mutual funds,
 - ii. Collective investments schemes,
 - iii. Alternative Investment Funds,
 - iv. Policy issues related to Mergers, takeovers and acquisitions of listed entities
 - v. Policy issues related to Credit Rating Agencies
 - vi. Policy issues & Monitoring of Minimum Public Shareholding norms
 - vii. Development of Corporate bond market
 - viii. Financial literacy
 - ix. Corporate governance of companies
 - x. Policy articulation on agenda items of SEBI's Board meetings (primary responsibility)
 - xi. SEBI Act and related rules and regulations
 - xii. Coordinating DEA-AJNIFM Research Programme and other research programme
 - xiii. Investment Guidelines for Non-Government Provident Funds, Superannuation Funds and Gratuity Funds
- (3) Institutions: SEBI
- (4) External Territorial Charge: Nil
- (5) Ministries/Departments: Ministry of Corporate Affairs
- (6) States: Nil
- (7) Legislations: The Securities and Exchange Board of India Act, 1992

Name and designation of officers:

Section Officer	Deputy Director/OSD	Joint Director
Shri Kuldeep Kumar Tyagi Assistant Director Room No.275-A, North Block Tel: 23095205 Email: kuldeep.tyagi@gov.in	Ms. Neelu OSD Room No.273, North Block Tel: 23095076 Email- neelu.dea@gov.in	Shri. Rajesh Panwar Joint Director Room No.131B, North Block Tel: 23093170 Email: rajesh.panwar@nic.in

II. External Market (Equity & Debt)

1. External Market

- (1) Administration of Foreign Exchange Management Act, 1999
- (2) Processing all referenes, cases and proposals concerning Rules and Regulatins framed under foreign Exchange Management Act, 1999
- (3) Matters relating to establishment of Liason Office/Branch Office/Project Office in India by foreign entities.
- (4) Matters relating to opening Non-Resident Ordinary (NRO) and Non-Resident Rupee (NRE) Accounts by foreigners/ non-residents
- (5) Matters related to trade payments settlement mechanism with Iran
- (6) Matters relating to foreign travel of Chief Ministers/ Ministers/MLAs/Administrators/Officers of States and Union Territories
- (7) Approval for purchase of immovable property in India by foreigners/ non-residents
- (8) Facilitating Annual Commonwealth Parliamentary Association Conference related visits of Speakers and Members of Legislative Assemblies
- (9) Institutions: Securities and Exchange Board of India (For matters relating to SEBI (Foreign Portfolio Investors) Regulations, 2019 and RBI (for matters relating to FEMA, 1999),
- (10) External Territorial Charge: Nil
- (11) Ministries/Departments: All Departments of Ministry of Law & Justice, M/o Parliamentary Affairs
- (12) States: Nil
- (13) Legislations: Foreign Exchange Management Act, 1999

Name and designation of officers:

Section Officer/ Assistant Director	Under Secretary	Joint Director
Shri Arun Gulati Section Officer Room No. 271-A, North Block Tel: 23095154 Email: arun.gulati@nic.in Shri Neeraj Kumar Assistant Director Tel: . 23095220 Email: neeraj.kumar007@gov.in	Shri Jasvinder Singh Under Secretary Room No. 143 A, North Block Tel: 23095222 Email- jasvinder.s@nic.in	Shri Pratiyush Kumar Jt. Director Room No. 143 A, North Block Tel: 23095068 Email: pratiyush.kumar@gov.in

2. External Commercial Borrowing (ECB)

- (1) Policy issues related to External Commercial Borrowings, Foreign Currency Bonds, Rupee denominated Bonds (masala bonds) and Trade Credits
- (2) Framework for issuance of Rupee denominated Bonds in off-shore market (masala bonds)
- (3) Policy matters relating to Securities and Exchange Bond of India (Foreign Portfolio Investors) Regulations, 2019
- (4) Framework for Investment by Foreing Portfolio Investors in Government Securities and Corporate bonds Matters relating to Depository Receipts Scheme (ADR/GDR)
- (5) Matters relating to Bharat Depository Receipts/Indian Depository Receipts (BhDR/TDR)
- (6) Policy matters relating to International Financial Service Centres in India

- (7) Matters relating to International Settlement of Indian Debt Securities (through Euro clear and Clearstream)
- (8) References concerning Local Currency Financing Arrangements and Global Bond Indices.
- (9) Policy Issues concerning Currency Derivatives markets in India (OTC and Exchange Traded) and Interest Rate Futures.
- (10) Issues relating to Sukuk Bonds
- (11) Issues concerning Bilateral/Multilateral currency Swap Agreements.
- (12) Organizing road shows and investor meets with foreign Investors in India and abroad
- (13) BRICS and G-20 matters relating to Financial Markets.
- (14) Preparation of External Markets Sector Brief and Data Chart for intra/inter-Governmental Agencies usage.
- (15) Institutions: Reserve Bank of India - For Matters Relating to FEMA, 1999;
- (16) Securities and Exchange Board of India - For Matters relating to SEBI (Foreign Portfolio Investment) Regulations, 2019
- (17) External Territorial Charge: Nil
- (18) Ministries/Departments: Nil

Name and designation of officers:

Section Officer/ Assistant Director	Under Secretary	Joint Director
Shri Prahlad Lal Meena Section Officer, Room No. 271-A, North Block Tel: 23095154 Email: prahlad.meena@nic.in	Shri Jasvinder Singh Under Secretary Room No. 143 A, North Block Tel: 23095222 Email: jasvinder.s@nic.in	Shri Pratiyush Kumar Jt. Director Room No. 143 A, North Block Tel: 23095068 Email: pratiyush.kumar@gov.in
Shri Neeraj Kumar Assistant Director Tel: 23095220 Email: neeraj.kumar007@gov.in		

III. International Financial Services Centres Authority

- (1) Administration of the IFSCA Act, 2019 and framing of Subordinate Legislation under the Act
- (2) Policy formulation on issues related to IFSCA Act, 2019 and related rules and regulations
- (3) Policy articulation on agenda items of IFSC Authority meetings
- (4) Facilitating overall development of core and niche segment in the financial ecosystem of IFSC through inter departmental coordination on areas including –
 1. Aircraft Leasing and Financing
 2. Bullion Trading
 3. Fin Tech
 4. Insurance/Re-Insurance
 5. Banking
 6. Fund Management
 7. Global-In-House Centres
 8. Others
- (5) Preparation of Cabinet Notes for signing of bilateral and multilateral MoUs by IFSCA for strengthening mutual co-operation with overseas financial regulators/authorities
- (6) Facilitating international outreach by IFSCA and GIFT City
- (7) Enhancing inter-regulatory coordination between SEBI, RBI, IRDAI, PFRDA to enable comprehensive regulations and new financial products/services in IFSC
- (8) Budgetary assistance for IFSCA and transfer of grants from central government for expenditure on

- salaries, allowances and other establishment expenses of the Authority
- (9) Supervising projects and schemes sanctioned to IFSCA including the IFSCA HQ Project, Sup-Tech Project and Fintech Incentive Scheme
 - (10) Examination and furnishing of comments on all Draft Cabinet Notes
 - (11) Firming up of agenda items related to development of IFSC under various economic and financial dialogues
 - (12) Institutions: International Financial Services Centres Authorities (IFSCA)
 - (13) External Territorial Charge: Nil
 - (14) Ministries/Departments: Nil
 - (15) States: Nil
 - (16) Legislations: International Financial Services Centres Authority Act, 2019

Name and designation of officers:

Section Officer/ Assistant Director	Deputy Director	Director
<p>Ms. Neha Tomar Section Officer Room No. 61, North Block Tel: 23095220 Email: neha.tomar91@gov.in</p> <p>Ms. Arushi Yadav Assistant Director Room No 48, North Block Tel: 23095003 Email: arushi.yadav@gov.in</p>	<p>Shri Saurabh Bhargava Dy. Director Room No. 48, North Block Tel: 23095103 Email: s.bhargava@gov.in</p>	<p>Shri J V N Subramanyam Director Room No. 51A, North Block Tel: 23094453 Email: jvnsubramanyam@ias.nic.in</p>

IV. Secondary Market

1. Secondary Market

- (1) Policy issues of Secondary Market and related Market Infrastructure Institutions (MIs), Intermediaries and Participants (stock exchanges, clearing corporations, depositories & their participants, trading members investment advisors etc.)
- (2) Social Stock Exchange and SME Exchange/New Segments/ platforms for trading in securities /crowdfunding platforms
- (3) Policy matters on Taxes and Stamp Duties in Securities Market
- (4) Skilling in securities market /capacity building initiatives
- (5) Delisting of companies and associated policy concerns
- (6) Creating a Single Demat Account for all financial assets
- (7) Database relating to Securities Markets
- (8) Monitoring of Stock Market Movements
- (9) Self-Regulatory Organizations
- (10) Cyber security related matters in context of Securities Market
- (11) Regulation of distributors /distribution of financial products in context of Sumit Bose Committee recommendation
- (12) Matters related to Investor Education and Protection
- (13) Policy on Frozen Demat Accounts
- (14) Securities Contracts (Regulations) Act, 1956 and related Rules and Regulations
- (15) Depositories Act, 1996 and related Rules and Regulations
- (16) Institutions: Stock Exchanges, Clearing Corporations, Depositories
- (17) External Territorial Charge: Nil

(18) Ministries/Departments: Nil

(19) States: Nil

(20) Legislations:

- i) The Securities and Exchange Board of India Act, 1992 (15 of 1992)
- ii) The Securities Contracts (Regulation) Act, 1956 (42 of 1956),
- iii) The Depositories Act, 1996 (22 of 1996)

Name and designation of officers:

Section Officer	Deputy Director	Director
Shri Vinod Kumar Section Officer Room No.249, North Block Tel: 23095255 Email: vinodkumar80@nic.in	Ms. Leena Deputy Director Room No. 63, North Block Tel: 23095756 Email: leena.kumar@gov.in	Shri J V N Subramanyam Director Room No. 51A, North Block Tel: 23094453 Email: jynsubramanyam@ias.nic.in

2. JPC & Investors Grievances

- (1) Matters related to Section 20 of Indian Trust Act 1882
- (2) Preparation of Progress Report on Action taken on recommendations of Joint Parliamentary Committee (JPC) on Stock Market Scams and matters related thereto.
- (3) Matters related to Nizam Trust
- (4) Handling of Investors' Grievances (Electronic & Physical) related to FM Division/ transferring of other representations to respective authority
- (5) Study/ Survey on reforms required in Investors' Grievance Redressal Mechanisms available in context of Securities Markets
- (6) Institutions :SEBI
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil
- (9) States : Bihar, Jharkhand, Uttar Pradesh, Uttarakhand, Himachal Pradesh
- (10) Legislations: Section 20 of Indian Trusts Act, 1882

Name and designation of officers:

Section Officer	Deputy Director	Director
Shri Pranabh Kumar Section Officer Room No. 238-A, North Block Tel: 23095241 Email: pranabh.kumar@gov.in		Shri Shekhar Chaudhary Director Room No. 71-D, North Block Tel: 23093510 Email: shekhar.80@gov.in

V. Commodity Derivatives Market

- (1) Policy matters related to development of commodity derivatives market and other derivative products on goods /commodities: Policy issues on new products /contracts, entry of new players – domestic as well as foreign, harmonization of rules and procedures with securities market, developing hedging by government entities / farmers etc.
- (2) Notifying commodities for trading: Resumption/suspension of futures trading in various notified commodities/ Options Contract

- (3) Commodity derivatives trading related matters: cases of manipulation /speculation etc
- (4) Representing DEA in futures market related matters in the inter-ministerial committees on Essential Commodities' price rise etc.
- (5) Policy Matters of commodities markets like delivery arrangements matters related to warehouses accredited by stock exchanges with WDRA and Ministry of Consumer Affairs.
- (6) National Spot Exchange Ltd., erstwhile FCRA and FMC related matters, monitoring the action taken by investigating and enforcement agencies and regulatory authorities for violations of law, criminal offences and default in payments to investors arising from the payment crisis at NSEL, sending quarterly reports on NSEL matter to PMO and defending the interest of Government of India in various Court Cases related to NSEL matter
- (7) Evaluation of relevant items in SEBI board Agenda
- (8) Matters related to (Electronic Gold Receipt) EGR and Gold Spot Exchange
- (9) Budget Announcements related to commodity derivatives market
- (10) Parliamentary questions, RTI, grievances related to Commodity derivatives market
- (11) Commodity segment of exchanges of NSE, BSE and matters related to NCDEX and MCX
- (12) Skilling, capacity building and awareness initiatives related to commodity derivatives market and NSEL matter
- (13) Institutions: Nil
- (14) External Territorial charge: Nil
- (15) Ministries/Departments: Nil
- (16) States: Nil
- (17) Legislations: Forward Contracts (Regulation) Act, 1952 (repealed)

Name and designation of officers:

Section Officer	Deputy Director	Under Secretary	Joint Director
Shri Hari Ram Meena Section Officer Room No. B-13 North Block Tel: 23095195 Email: meena.hariram@nic.in	Dr. Bikash K. Malick Deputy Director (CD) Room No. 63 North Block Tel: 23095021 Email: malick.bikash@gov.in	Ms. Manju Dureja Under Secretary Room No. 251 North Block Tel: 23095142 Email: mdureja@nic.in	Shri Deepak Ranjan Jt. Director Room No. Tel: 23095260 Email: deepak.ranjan@nic.in

VI. Regulatory Establishment, International Cooperation & Coordination

1. Regulatory Establishment

(a) Matters relating to SEBI

- (1) Board level appointments of SEBI and related rules and regulations
 - i) Constitution of the Financial Sector Regulatory Appointments Search Committee (FSRASC)
 - ii) Publishing of advertisements
 - iii) Receipt and scrutiny of applications
 - iv) Coordination of the meetings of the FSRASC
 - v) Obtaining the approval of ACC
- (2) Establishment matters of SEBI
- (3) Administration of the SEBI Act, 1992 (15 of 1992)
- (4) Administration of SEBI (Terms and Conditions of Service of Chairman and Member) Rules, 1992
- (5) SEBI General Fund
- (6) SEBI Board Meetings
- (7) MoU between SEBI and any foreign country

- (8) IOSCO Meetings
- (9) Remittances to the Consolidated Fund of India
- (10) Foreign visits of the Chairman of SEBI
- (11) Hosting of meetings of foreign delegations – obtaining the necessary clearances
- (12) Parliaments matters: Parliament references, Laying of notifications and SEBI Annual Report and Annual Accounts and Audit Report on the table of both Houses
- (13) Complaints against Chairman and Board-level Members of SEBI

(b) Matters relating to SAT

- (1) Appointment to the post of Presiding Officer and Registrar and related rules and regulations
- (2) Establishments matters of SAT
- (3) Residential Accommodation for the Presiding Officer of SAT
- (4) Grant of budget to SAT and related matters
- (5) Creation of posts and related rules in SAT
- (6) Administration of the Securities Appellate Tribunal (Salaries, Allowances And Other Terms And Conditions Of Presiding Officer And Other Members) Rules, 2003
- (7) Tribunal (Condition of Services) Rules, 2021, Appellate
- (8) Grant of vehicle to the officers in SAT
- (9) Strengthening of SAT
 - i) Amendment to the SEBI Act, 1992
 - ii) Creation of additional benches
 - iii) Creation of posts
 - iv) Formulation of Recruitment Rules
 - v) Appointment of suitable candidates to the posts
- (10) Implementation of e-Court in SAT
- (11) Complaints against Presiding Officer and Members of SAT
- (12) Institutions: Securities and Exchange Board of India and Securities Appellate Tribunal
- (13) External Territorial Charge: Nil
- (14) Ministries/Departments: Ministries/Departments of all Departments of the M/o Finance except DIPAM
- (15) States: Nil
- (16) Legislations: SEBI Act, 1992

Name and designation of officers:

Section Officer	Under Secretary	Director
Shri Kuldeep Section Officer Room No.251D North Block Tel: 23095262 Email: kuldeep.bhardwaj@nic.in	Shri Jasvinder Singh Under Secretary Room No. 143 A North Block Tel: 23095222 Email: jasvinder.s@nic.in	Shri Shekhar Chaudhary Director Room No. 71-D North Block Tel: 23093510 Email: shekhar.80@gov.in

VII. FM Coordination

- (1) Internal Coordination within FM Division
- (2) Monitoring the up-dation of e-Samiksha:
 - i) VIP/PMO/Cab Sec References
 - ii) Coordination of Budget implementation related matters for FM Division
 - iii) Matters related to the Senior Management Group (SMG) meetings w.r.t. FM Division
- (3) Monitoring Parliamentary Assurances (OAMS portal)
- (4) Monitoring Court Cases on LIMBS Portal
- (5) Information/Inputs on issues sought by Admin. (Co-ord), Economic Division and others
- (6) Monitoring Website Updates
- (7) Work management matters within FM Division

- (8) Internship management within FM Division
- (9) FSDC matters
- (10) Monthly summary in respect of activities, major achievement and important policy decisions taken in DEA are sent to Cabinet Secretariat
- (11) Information/Inputs compiled for preparation of Annual Report and Economic Survey.
- (12) Institutions: Nil
- (13) External Territorial Charge: Nil
- (14) Ministries/Departments: Nil
- (15) States: Nil
- (16) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Pranabh Kumar Section Officer Room No. 238-A North Block Tel: 23095241 Email: pranabh.kumar@gov.in	Ms. Rupinder Kaur Under Secretary Room No. 269 North Block Tel: 23095080 Email: rupinder.kaur43@nic.in	Shri Rajesh Panwar, Joint Director Room No. 131B North Block Tel: 23093170 Email: rajesh.panwar@nic.in

VIII. International Cooperation

- (1) India-US financial Regulatory Dialogue
- (2) India-EU Financial Regulatory Dialogue
- (3) India-UK Financial Market Dialogue
- (4) India-UK Financial Partnership (forum for financial services co-operation)
- (5) Organising dedicated sessions on financial markets in bilateral Finance Dialogue
- (6) Nodal point for monitoring and improving Financial Development Index
- (7) Interactions with financial analysts and economists Financial Markets
- (8) Negotiations pertaining to Financial Services under Free Trade Agreements
- (9) Various Issues concerning bilateral and international cooperation in financial services
- (10) Institutions: Nil
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil
- (13) States: Nil
- (14) Legislations: Nil

Name and designation of officers:

Section Officer	Deputy Director	Joint Director
Shri Pawan Kumar Solanki Section Officer Room No.56, North Block Tel: 2309 5090 Email: pawan.solanki@gov.in	Ms. Dilasha Anand Deputy Director Room No. 48-D, North Block Tel: 2309 5084 Email: dilasha.vasudeva@gov.in	Shri Deepak Ranjan Joint Director Room No. 272-A, North Block Tel: 2309 5260 Email: deepak.ranjan@nic.in

IX. FINANCIAL SECTOR REFORMS & LEGISLATION (FSRL) DIVISION

Divisional Head: Ms. Reetu Jain, Economic Advisor (Investment, FM & FSRL)
Room N0. 73, North Block, New Delhi.
E-mail: reetuj@gov.in, Tele- 23094443

1. Legislative Reforms

- (1) Financial Sector Legislative Reforms
- (2) Examine the Financial Sector Legislative Reforms Commission's (FSLRC) Report and monitor the implementation of the reforms in financial sector laws recommended by the FSLRC and accepted by the Government
- (3) Formulation and finalisation of other legislative proposals to fill-in the gaps in the present legislative framework and examination of the legislative proposals in the financial sector received from other Ministries/Departments, Financial Sector Regulators and other stakeholders or developed suo-moto in the Division.
- (4) The Fugitive Economic Offenders Act, 2018 and rules made there under
- (5) The Bilateral Netting of Qualified Financial Contracts Act, 2020.
- (6) Institutions: RBI (Chapter on Monetary Policy)
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil
- (9) States: Nil
- (10) Legislations: Nil

Name and Designation of the Officers:

Section Officer	Under Secretary/ Deputy Director	Joint Director
Shri Raju, Section Officer Room No.48, North Block Tel: 23095102 Email: raju.naager@nic.in	Shri O.G. Johnkutty, Under Secretary Room No.273, North Block Tel: 23095132 Email: john.kutty65@nic.in	Dr. S. Satyanarayana, Director Room No.269-A, North Block Tel: 23095204 Email: s.sudhaveni@nic.in

2. Financial Sector Reforms

- (1) Examinations of proposals related to financial sector reforms, which are non-legislative in nature, received from other Ministries/Departments, Financial Sector Regulators and the concerned stakeholders or developed suo-moto in the Division.
- (2) Examination of Financial Sector Legislative Reforms Commission's Report and implementation of the non-legislative recommendations contained in the Report.
- (3) To determine the inflation target in terms of the Consumer Price Index, once in every five years, as per Section 45ZA of the Reserve Bank of India Act, 1934.
- (4) To constitute a Monetary Policy Committee (MPC) and to appoint three external members to the MPC, as per section 45ZB of the Reserve Bank of India Act, 1934.
- (5) Issues related to the High-Level Strategy Committee (HLSC) on deployment of Foreign Exchange Reserves.

- (6) Institutions: Nil
- (7) External Territorial Charge: Nil
- (8) Ministries/Departments: Nil
- (9) States: Nil

Name and Designation of the Officers:

Section Officer	Under Secretary/ Deputy Director	Joint Director
Shri Raju, Section Officer Room No.48, North Block Tel: 23095102 Email: raju.naager@nic.in	Shri O.G. Johnkutty, Under Secretary Room No.273, North Block Tel: 23095132 Email: john.kutty65@nic.in	Dr. S. Satyanarayana, Director Room No.269-A, North Block Tel: 23095204 Email: s.sudhaveni@nic.in

X. FINANCIAL STABILITY & CYBER SECURITY (FS&CS) DIVISION

Divisional Head: Dr. Shashank Saxena, Senior Adviser (FS&CS)
Room No.159-B, North Block
E-mail: ssaksena@nic.in, Tel: 23093752

Divisional Head: Shri Chanchal Sarkar, Adviser (FSDC & IER)
Room No. 39-B, North Block
Email : cc.sarkar@nic.in, Tel: 23092665

1. Financial Stability & Development Council (FSDC) & Financial Stability Board (FSB)

- (1) Aid and support in dealing with issues included in the mandate of the Financial Stability & Development Council, namely:
 - i) Financial Stability
 - ii) Financial Sector Development
 - iii) Inter-regulatory Coordination
 - iv) Financial Literacy
 - v) Financial Inclusion
 - vi) Macro prudential supervision of the economy including the functioning of large financial conglomerates
 - vii) International interface with financial sector bodies
 - viii) Any other matter relating to the financial sector stability and development referred by a Member/Chairperson and considered prudent by the Council/Chairperson.
- (2) Organising FSDC meetings, including preparation of agenda, presentation of macro-financial developments having impact on financial stability, preparation of the Record of Discussions and follow-up of Action Points arising out of the FSDC meetings
- (3) Suggesting agenda, preparing briefs and talking points, follow-up of Action Points pertaining to DEA arising out of FSDC Sub-Committee meetings
- (4) Work relating to Working Groups/Technical Groups under FSDC Sub-Committee.
- (5) Furnishing inputs of DEA for Financial Stability Report
- (6) Handling the Financial Stability Board (FSB) related work, the international body set up by the G20 to work on vulnerabilities assessments, policy development & coordination, implementation monitoring and to act as compendium of international standards and work with various financial sector regulators and other relevant agencies to assist in FSB related matters including:
 - i) Plenary meeting of FSB
 - ii) Meeting of Standing Committee of Standards Implementation (SCSI) of FSB
 - iii) Regional Consultative Groups (RCG) meetings of FSB
 - iv) Implementation Monitoring Network Survey
 - v) Thematic Peer Reviews
 - vi) FSB Peer Review & Follow-on implementations
- (7) Administrative Issues, Parliament questions/ VIP references/ PMO references, RTI, and coordination.

- (8) Institutions: FSDC, FSDC Sub-committee, FSB
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: Nil
- (11) States: Nil
- (12) Legislations: Nil

Name and Designation of the Officers:

Section Officer	Deputy Director	Director
Shri Dinesh Vishwakarma Section Officer Room No.271-B, North Block Tel: 23095196 Email: dinesh.vishwakarma@nic.in	Shri Rohit Chawla Deputy Director Room No.248, North Block Tel: 2309 5186 Email: chawla.rohit@gov.in	Mrs.Nidhi Satija Director Room No.276-B, North Block, Tel: 23092966, 5159 Email: jd-fscs@gov.in

2. Cyber Security & Computer Security Incident Response Team in Finance Sector (CSIRT-Fin)

- (1) Strengthening Cyber Security Framework and related issues
- (2) Setting up of CSIRT -Fin and its administrative matters
- (3) Serving the technical group/Committee of CSIRT-Fin
- (4) Any other related work related to CSIRT-Fin
- (5) Institutions: Nil
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil
- (9) Legislations: Nil

Name and Designation of the Officers:

Section Officer	Under Secretary	Director
Shri Dinesh Vishwakarma Section Officer Room No. 271-B, North Block Tel: 23095196 Email: dinesh.vishwakarma@nic.in	Shri Sujeet Kumar Under Secretary Room No. 63, North Block, Tel: 23095119 Email: sujeet.kumar75@gov.in	Shri Prabhu Narayan Director Room No. 70-C, North Block Tel: 23095748 Email: prabhu.narayan@gov.in

3. Financial Sector Assessment Programme & Reserve Bank of India (RBI) Board

- (1) Financial Sector Assessment Program (FSAP) & related matters
- (2) Follow up on FSAP Recommendations
- (3) Examination of draft report with inputs from regulators and finalisation.
- (4) RBI Board meetings.
- (5) Institutions: RBI (Board Matters)
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Nil
- (8) States: Nil

(9) Legislations: Nil

Name and Designation of the Officers:

OSD	Director
Shri Vipul Jain, OSD Room No. 276-B, North Block, Tel: 23095762 Email: vipulk.jain@gov.in	Mrs.Nidhi Satija, Director Room no. 276-B, North Block, Tel: 23092966, 5159 Email: jd-fscs@gov.in

4. Chief information Security Officer (CISO) Section

- (1) Design, implement, monitor, and govern a comprehensive information security program across the department
- (2) Conduct necessary information security risk assessments and audits. Oversee risk assessment exercises to identify threats to critical assets and collaborate with relevant divisions for risk analysis.
- (3) Formulate policies, procedures, and processes focused on ensuring the confidentiality, integrity, and availability of classified information. Establish mechanisms for accountability, authorization, and non-repudiation
- (4) Periodically review existing policies, procedures, and standard operating procedures to ensure their effectiveness.
- (5) Strategically position the security division to enhance its organizational effectiveness
- (6) Liaise with pertinent agencies to collect intelligence on current threats and best practices in the field

Section Officer	Under Secretary	Director
Shri Dinesh Vishwakarma Section Officer Room No. 271-B, North Block Tel: 23095196 Email: dinesh.vishwakarma@nic.in	Shri Sujeet Kumar Under Secretary Room No. 63, North Block, Tel: 23095119 Email: sujeet.kumar75@gov.in	Shri Prabhu Narayan Director Room No. 70-C, North Block Tel: 23095748 Email: prabhu.narayan@gov.in

XI. FUND BANK DIVISION

Divisional Head: **Ms. Manisha Sinha, Additional Secretary (Fund Bank & Crypto Asset) & Chief Vigilance Officer**
Room No.141, North Block, New Delhi.
Email: manisha.sinha@nic.in, Tel. No. 23092882, 23094550

Divisional Head: **Shri Alok Tiwari, Joint Secretary (Fund Bank)**
Room No.51-C, North Block, New Delhi.
Email: alok.tiwari2007@gov.in, Tel. No. 23093705,

I. International Monetary Fund (IMF) & Multilateral Investment Guarantee Agency (MIGA)

1. IMF

- (1) All policy matters relating to the IMF Quotas, SDR Allocation and payment of subscription to the IMF, appointment of Governors/Alternate Governors/Executive Directors and Senior Advisors/Advisors to ED, IMF. Nomination of FM as India's Governor and Gov. RBI as Alternate Governor of the Fund.
- (2) Bilateral Surveillance aspects with IMF viz., Annual Consultations with the IMF under Article IV, mid-year missions and other related activities. Review of Article IV outcomes of other countries.
- (3) All matters relating to communication and advice with the office of Executive Director IMF and advice on matters being deliberated upon in the IMF Boarding respect of India and other countries.
- (4) Formulation and consolidation of Government of India's position on IMF's assistance and interventions in different member countries.
- (5) All matters relating to Flagship Reports by IMF such as World Economic Outlook, Fiscal Monitor and Global Financial Stability Report.
- (6) All matters relating to Spring/Annual meetings of IMF and meetings of International Monetary and Financial Committee (IMFC) of the IMF.
- (7) Matters relating to G20 and G20 steered discussions on International Financial Architecture including RFAs.
- (8) All matters relating to Financial Transactions of IMF and communications with Budget Division and RBI for the same.
- (9) All budgetary matters relating to IMF for Financing facilities/Transaction of/with the IMF through borrowing arrangements such as New Arrangements to Borrow (NAB) and Bilateral Borrowing Arrangements (BBAs) as well as Concessional lending arrangements such as Poverty Reduction Growth Trust (PRGT), Catastrophe Containment and Relief Trust (CCRT) etc.
- (10) Engagement of India with IMF's SARTTAC (South Asia Regional Training and Technical Assistance Centre) which is based in New Delhi, including participation in Steering Committee, host country approval for training courses/TAs and foreign resource persons, policy matters, etc.
- (11) Engagement with IMF country office on various matters of coordination with IMF HQ, such as visit of IMF top management, Article IV Missions, etc.
- (12) All matters in respect of the assigned responsibilities relating to Parliament and Parliamentary Standing Committees, Audit issues, and RTI.
- (13) Institutions: IMF and Bank for International Settlements
- (14) External Territorial Charge: Nil
- (15) Ministries/Departments: Nil
- (16) States: Nil
 1. Legislations: IMF & Bank Act, 1945
 2. Internal Charge: Nil.

Name and designation of officers:

Assistant Director	Deputy Director	Director
Ms. Arushi Yadav Assistant Director Room No.268-C, North Block Tel: 23095740 Email: arushi.yadav@gov.in	Ms. Jyoti Sharma Deputy Director Room No. 221-A, North Block Tel: 23095207 Email: jyoti.sharma01@gov.in Ms. Aishwarya Menon Deputy Director Room No. 241-E, North Block Tel: . 23095060 Email: aishwarya.menon@gov.in	Shri Simrandeep Singh Director Room No. 32, North Block Tel: .23092908 Intercom: 5194 Email: simrandeep.iasjk@nic.in

2. IFC & MIGA

- (1) All matters relating to International Finance Corporation (IFC) including investments by IFC and their outcomes, advisory activities of IFC, trainings by IFC, policy matters relating to IFC, etc.
- (2) All matters relating to communication and advice with the office of Executive Director World Bank on matters being deliberated upon in the Board in respect of IFC.
- (3) All matters relating to Multilateral Investment Guarantee Agency (MIGA), including MIGA Subscription and Budget Requirements
- (4) Matters relating to engaging with the World Bank in respect of Doing Business Report (DBR).
- (5) All matters including policy issues relating to GFATM Grants for TB, Malaria & HIV/AIDS
- (6) All matters relating to GAVI
- (7) All matters relating to GFDRR
- (8) Issues relating to Global Development Network (GDN) Headquarters in New Delhi.
- (9) Matters relating to coordination of Screening Committee Meetings.
- (10) Coordination work within Fund Bank and ADB Division
- (11) Multilateral Finance and Knowledge Assistance to India–Coordination across all MFIs
- (12) Policy of engagement and coordination with multilateral institutions
- (13) Leveraging multilateral institutions for promoting Indian investment, technology and skill abroad.
- (14) Promoting Indian staff in multilateral institutions
- (15) Budget Matter pertaining to the work/projects relating to the section.
- (16) All matters in respect of the assigned responsibilities relating to Parliament and Parliamentary Standing Committees, Audit issues, and RTI.
- (17) Institutions: IFC & MIGA, GFDRR
- (18) External Territorial Charge: Nil
- (19) Ministries/Departments: Ministry of Health & Family Welfare; Ministry of Education; Department of Pharmaceuticals; Ministry of AYUSH
- (20) States: Andhra Pradesh, Telengana
- (21) Legislations: International Finance Corporation Act

Name and designation of officers:

Assistant Director	Under Secretary	Director
Ms. Arushi Yadav Assistant Director Room 268-C, North Block Tel: 23095740 Email: arushi.yadav@gov.in	Shri Ashish Kumar Mishra Under Secretary Room No. 30, North Block Tel: 23092225, 5239 Email: ashish.mishra82@nic.in	Shri Simrandeep Singh, Director Room No.32, North Block Tel: 23092908 Intercom: 5194 Email: simrandeep.iasjk@nic.in

II. World Bank

1. World Bank (Policy & Residual Sector)

- (1) All policy matters relating to World Bank group including IBRD, IDA and ICSID
- (2) World Bank Projects (technical assistance, grants, ongoing projects, pipeline projects, trainings and workshops) relating to financial Service Sector, including agriculture insurance, crops insurance, Governance, PFM, tourism and in residual sectors
- (3) All matters relating to Global Economic Prospects (GEP) by World Bank (WB) and India Updates (on GEP) prepared by WB Country Office.
- (4) Matters relating to grant/technical assistance of World Bank
- (5) Annual and Spring Meetings of the World Bank & IMF (World Bank part).
- (6) IBRD Capital Subscription.
- (7) IDA Replenishment.
- (8) Membership of Other Countries in IBRD and IDA.
- (9) Trust funds operated/maintained by World Bank.
- (10) Coordination and conduct of Tripartite Portfolio Review meetings (TPRMs).
- (11) Country Assistance Strategy policy matters and overview.
- (12) Budget matter perating to the sector
- (13) Parliament Questions regarding policy matters of the World Bank and issues dealt in the section.
- (14) RTI matter relating to Policy and Residual sector
- (15) Matters relating to Country office of the World Bank.
- (16) Posts in the office of Executive Director (India), World Bank, Washington DC, USA.
- (17) Visit of World Bank President, Managing Director, Vice President, - to India.
- (18) Institutions: World Bank (IBRD, IDA and ICSID)
- (19) External Territorial Charge: Nil
- (20) Ministries/Departments: Nil
- (21) States: Nil.
- (22) Legislations: International Development Assistance Act, 1960, International Bank for Reconstruction and Development Act

Name and designation of officers:

Assistant Director/Section Officer	Deputy Director	Director
Shri Srikrishna Pal, Section Officer Room No.272, North Block Tel: 2309 5182 Email: srikrishna.pal@gov.in	Ms. Aishwarya Menon Deputy Director, Room No.241-E, North Block Tel: 23095060 Email: aishwarya.menon@gov.in	Shri Simarandeep Singh Director Room No. 78, North Block Tel: 23092995 Intercom: 5027 Email: simrandeep.iasjk@nic.in

2. World Bank [Infra and Rural Sector]

- (1) All work pertaining to World Bank Projects related to infrastructure sectors in Power, petrochemicals, mines, coal, petroleum, energy affiliates and Oil & Gas, Transport Sector including Road (both National Highway and State Roads excluding Rural roads), Railways, Shipping, and Ports,
- (2) All work pertaining to World Bank Projects related to Urban Sector including Urban Transport, Water Supply and Sanitation.
- (3) All work pertaining to World Bank Projects related to infrastructure projects in IT, Telecom, Postssectors.
- (4) All work pertaining to WB projects related to rural and agriculture sector.
- (5) Cabinet Notes, COS references, VIP references, PMO references relating to subjects in the

Section.

- (6) Maintenance of pipeline of projects for possible World Bank assistance in these sectors;
- (7) Budget matters pertaining to the work/projects
- (8) RTI matters relating to World Bank assistance in these sectors
- (9) Parliament Questions relating to Infrastructure and Rural sectors projects of World Bank.
- (10) Workshop, Seminar, Exposure visits
- (11) External Territorial Charge: Nil
- (12) Ministries/Departments: Nil
- (13) States: Nil
- (14) Legislations: Nil
- (15) Sectoral Charge: Nil

Name and designation of officers:

Section Officer	Under Secretary	Joint Director
Shri Ram Hans Meena, Room No.221, North Block Tel: 2309 5144 Email: ram.meena88@nic.in		Dr. Punit Kumar Joint Director Room No. 276-G, North Block Tel: 23095258 Email: punit.kumar@nic.in

3. World Bank (Social Sector & Environment)

- (1) World Bank Projects related to Social Sector, i.e., Health, Education, Technical Education, Tribal Welfare, Skill Development and relating to MSME in these sectors.
- (2) World Bank Projects relating to Environment and Forestry, Disaster Management and Renewable Energy
- (3) Climate financing, Partnership for Market Readiness (PMR), Climate Investment Funds (CIF) including Carbon Finance.
- (4) All matters relating to visits of World Bank team for review / discussion of the projects etc.
- (5) Budget matters pertaining to the work /projects
- (6) All matters relating to World Bank reports for social sector
- (7) Parliament Questions, VIP and PMO References relating to above projects of World Bank
- (8) Workshop, Seminar, Exposure visits
- (9) RTI matters relating to above subjects.
- (10) Sectoral Charges: Nil
- (11) Institutions: Nil
- (12) External Territorial Charge: Nil
- (13) Ministries/Departments: Nil
- (14) States: Nil
- (15) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary/Dy. Director	Deputy Secretary/Director
Shri Naveen Kumar Section Officer Room No. 272, North Block Tel: . 23095141 Email: naveen.kumar90@nic.in		Shri Simrandeep Singh, Director Room No. 78, North Block Tel: 23092995 Intercom: 5027 Email: simrandeep.iasjk@nic.in

4. World Bank (Water Sector)

- (1) World Bank Assisted Irrigation & Water Management Projects, Rural Water Supply & Sanitation Projects.
- (2) World Bank's Seminars, Conferences, Workshops, AAA Studies relating to World Bank Assisted Irrigation & Water Management Sector, Rural Water Supply & Sanitation sectors.
- (3) Matters relating to Indus Waters Treaty, 1960
- (4) Budget matter pertaining to the work/Projects relating to the Section.
- (5) Parliament Questions, RTI matters relating to World Bank assistance in this section
- (6) VIP references, PMO references relating to subjects in the Section.
- (7) Institutions: Nil
- (8) External Territorial Charge: Nil
- (9) Ministries/Departments: Nil
- (10) States: Nil
- (11) Legislations: Nil

Name and designation of officers

Section Officer	Under Secretary	Joint Director
Shri Anil Meena, Section Officer, Room No. 268-C, North Block Tel: 2309 5139 Email: anil.meena88@nic.in		Dr. Punit Kumar Joint Director Room No. 276-G, North Block Tel: 23095258 Email: punit.kumar@nic.in

XII. INFRASTRUCTURE POLICY AND PLANNING (IPP) DIVISION

Divisional Head: **Shri Solomon Arokiaraj, Additional Secretary (IPP & OMI)**
Room No.40-B, North Block, New Delhi.
E-mail: js-infradea@gov.in, solomona@nic.in,
Tel: 23094905

1. Policy & Planning Unit

- (1) Infrastructure Investment Policy
- (2) Institutional Mechanism on the Harmonized Master List of Infrastructure Sub-sectors
- (3) NIP monitoring framework & review
- (4) Monitoring of NIP Implementation by 22 Union Ministries/Departments
- (5) Analysing non-PPP investment proposals concerning Road Transport & Highways, Ports, Shipping, Inland Water Transport, Railways, Telecommunications, Civil Aviation & Urban Development sectors
- (6) Institutions: National Industrial Corridor Development Corporation (NICDC) Limited (erstwhile Delhi Mumbai Industrial Corridor Development Corporation (DMICDC) Limited), National Industrial Corridor Development and Implementation Trust (NICDIT), National Highways Authority of India (NHAI), Digital Communications Commission (erstwhile Telecom Commission),
- (7) Sectoral Charge of Ministries/Departments: M/o Road Transport & Highways, M/o Ports, Shipping & Waterways, M/o Civil Aviation, M/o Railways, M/o Housing and Urban Affairs, Dept. Of Telecommunications, and Dept. Of Posts.
- (8) States Charge: Madhya Pradesh, Chhattisgarh
- (9) External Territorial Charge: Nil

Name and designation of officers:

Section Officer	Assistant Director	Deputy Secretary
	Ms. Mannu Jain Assistant Director 5th Floor, STC Building, Janpath, New Delhi. Ph: 23701075 Email: mannujain.824@gov.in	Shri Saurabh Singh, Deputy Secretary 505, 5th Floor, STC Building, Janpath, New Delhi. Ph: 23701073 Email: singhsaurabh@cag.gov.in

2. Finance Unit

- (1) Financial Sector Reforms for long-term availability of financing from Domestic sources & Foreign capital, Development Finance Institutions and Financial Markets.
- (2) Identification of policy interventions for infrastructure finance
- (3) Infrastructure Financing from Fiscal resources, PSE's IEBR and Private sector
- (4) Matters related to infrastructure financing, including development of Infrastructure Instruments and promotion of investments in infrastructure sectors.
- (5) Matters relating to Infrastructure Debt Funds (IDFs), Real Estate Investment Trusts (REITs)/Infrastructure Investment Trust (InvITs), Tax Free Bonds, Municipal Bonds and other

- instruments meant for infrastructure financing
- (6) Matters relating to Credit Enhancement of Infrastructure Projects and New Credit Rating System for Infrastructure.
 - (7) All international interfaces on infrastructure financing (other than PPPs).
 - (8) Matters relating to issues of Municipal Bonds by Urban Local Bodies (ULBs) for PPP and Non-PPP Projects.
 - (9) Matters relating to Infrastructure Working Group (IWG) of G-20.
 - (10) Coordination and general matters pertaining to the IPP Division.
 - (11) Institutions: IIFCL AIAHL
 - (12) External Territorial Charge: Nil
 - (13) Ministries/Departments: Nil.
 - (14) States: Nil
 - (15) Legislations: Nil

Name and designation of officers:

Section Officer	Deputy Director	Director
Shri Sabri Bin Kasim Section Officer 4th Floor, STC Building, Janpath, New Delhi. Tel: 23449119 Email: sabribin.kasim@nic.in	Shri Kumar Shubham Deputy Director 4 th Floor, STC Building, Janpath, New Delhi. Email: kumar.shubham3413@gov.in	Shri Aman Garg Director 507, 5th floor, STC Building, Janpath, New Delhi. Tel: 23701071 Email: aman.garg@nic.in

3. Capacity Building Unit

- (1) Organizing the Offline/Online capacity building training programmes in the areas of infrastructure planning, financing, development, implementation, monitoring etc., in association with prominent institutions.
- (2) Development of learning courses in infrastructure Sector, in association with identified partners and other premier institutes/organizations.
- (3) Managing the Learning Management System (LMS) portal (a platform for hosting the e-learning Courses) with technical support from National E-Governance Division (NEGD).
- (4) Coordination with Capacity Building Commission for infrastructure trainings.
- (5) Work related to Quality Assurance Committee for development of training content.

Name and designation of officers:

Section Officer	Assistant Director	Joint Director
Shri Ankit Section Officer 4th Floor, STC Building, Janpath, New Delhi Tele : 9891186736 Email : ankit.jain88@nic.in	Dr. Harish Yadav Assistant Director 5th Floor, STC Building, Janpath, New Delhi Tel:9910370054 Email: harish.yadav@nic.in	Ms. Seema Joshi Joint Director 405, 4th Floor, STC Building, Janpath, New Delhi. Tel: 9354010770 Email: seema.joshi@gov.in

XIII. INFRASTRUCTURE SUPPORT AND DEVELOPMENT (ISD) DIVISION

Divisional Head: Shri Baldeo Purushartha, Joint Secretary (ISD)
502, STC Building, Janpath, New Delhi.
E-mail: purushartha.baldeo@ias.gov.in
Tel: 23701037/38

Divisional Head: Shri Ghanshyam Sahu, Adviser (ISD)
401, STC Building, Janpath, New Delhi.
E-mail: g.sahu@nic.in
Tel: 23701243

1. Energy Unit

- (1) Energy Sector policies and proposals Matters related to Committee on Allocation of Natural Resources (CANR)
- (2) Matters relating to OPEC Fund for International Development (OFID)
- (3) Matters related to energy sector ministries/departments viz. Petroleum and Natural Gas, Coal, Power, Atomic Energy, New & Renewable Energy, Mines and Space and appraisal and comments on DCNs/ CCEA/CoS/ECS/EFC/SFC/PIB/DIB/CEE Memo received from the line Ministries.
- (4) Brief for the Cabinet/PIB/EFC meetings/miscellaneous meetings.
- (5) Analyzing various concept notes, project proposals, sector reports received from the line Ministries.
- (6) Maintain liaison with various sovereign wealth funds from Gulf countries and ensure continuous assistance to them on their ease of doing investments in our country.
- (7) Investments in Climate NDCs, RE 2030 Goal, and decarbonization of economy
- (8) Institutions: NIIF, ISA, ONGC, IRFC
- (9) External Territorial Charge: Gulf Countries (Bahrain, Kuwait, Qatar, UAE, Saudi Arabia, Oman, Iraq)
- (10) Ministries/Departments: MoP&NG, MNRE, Atomic Energy, Space, Coal, Power and Mines.
- (11) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary/OSD	Deputy Director
Shri Piyush Basetha, Section Officer 4th Floor, STC Building Janpath, New Delhi Email: basetha.piyush@gov.in	Ms. Rashi Chadha OSD 4th Floor, STC Building Janpath, New Delhi Email: rashi.osdsbicap@gov.in	Ms. Kaumudi Sharma Deputy Director 5th Floor, STC Building Janpath, New Delhi Tel: 23701020 Email: kaumudi.sharma@nic.in

2. Private Investment Unit

- (1) Matters relating to appraisal and approval of Central sector PPP projects
- (2) Matters and proposals relating to clearance by Public Private Partnership Appraisal Committee (PPPAC)

- (3) Matters and proposals relating to the Scheme for Financial support to Public Private Partnerships in Infrastructure (Viability Gap Funding (VGF)) Scheme
- (4) Matters and proposals relating to the scheme for India Infrastructure Project Development Fund (IIPDF)
- (5) Developing multi-pronged and innovative interventions and support mechanisms for facilitating PPPs in the country, including Technical Assistance and programmes from bilateral/multilateral agencies on mainstreaming PPPs and support to State and local governments
- (6) Managing training programs, strategies, exposures for capacity building for PPPs and other matters relating to institution building for mainstreaming PPPs
- (7) All International interfaces on PPPs & other matters concerning PPPs including BRICS Taskforce on PPP and Infrastructure
- (8) Matters relating to management of PPP related information, including www.pppinindia.gov.in
- (9) Institutions: IRSDC.
- (10) External Territorial Charge: NiL
- (11) Ministries/Departments: NiL
- (12) States: NiL
- (13) Legislations: NiL

Name and designation of officers:

Section Officer	Assitant Director Equivalent	Under Secretary	Director/ Jt. Director
Shri Rajender Singh, Section Officer, 4th Floor, STC Building Janpath, New Delhi Email : rajendersingh66@nic.in	Ms. Anmol Waraich Room No. 406, 4th Floor, STC Building Janpath, New Delhi Email- anmol.waraich@gov.in	Shri Paresh Malakar, Under Secretary, 5th Floor, STC Building Janpath, New Delhi Tele : 23701075 Email: paresh.malakar@nic.in	Ms. Preeti Jain, Director Room No 66-C North Block, New Delhi Tel: 2309 5028 Email- preeti.jain@nic.in
Smt. Anuradha Talwar, Section Officer, 4th Floor, STC Building Janpath, New Delhi Tele: 23701242 Email: anuradha.talwar67@nic.in	Shri Dhruv Rohatgi 4th Floor, STC Building Janpath, New Delhi Email- dhruvrohatgi.osd@gov.in		Shri Rahul Singh Joint Director Room No.:503, 5th Floor, STC Building Janpath, New Delhi Tel: 2370 1075 Email: rahul.singh83@gov.in
			Ms. Arya Balan Kumari, Joint Director, Room No. 408, 4th Floor, STC Building Janpath, New Delhi Tel: 2370 1075 Email: Arya.kumari@gov.in
			Shri Rajesh Kumar, Deputy Secretary, 5th Floor, STC Building Janpath, New Delhi Email: rajesh.kr64@nic.in

3. National Infrastructure Pipeline Facilitation Unit

- (1) Monitoring of performance of Ministries/ Departments on National Monetisation Pipeline (NMP)
- (2) Implementation of recommendations of Core Group of Secretaries on Asset Monetization (CGAM) and other meetings on NMP
- (3) General reform Initiatives for creating an enabling eco system for increased private sector participation in infrastructure development
- (4) Country Charge of West Asian Countries- Iran, Armenia, Azerbaijan, Cyprus, Georgia, Israel, Turkey, Jordan, Lebanon, Palestine, Syria, Yemen, etc
- (5) State charge of Maharashtra and Gujarat
- (6) Co-ordination work within the Division, etc
- (7) Institutions: NLMC
- (8) Legislations: Nil

Name and designation of officers:

Economic Officer	Under Secretary	Deputy Secretary
Shri Sribatsa Kumar Parida Economic Officer 4th Floor, STC Building, Janpath, New Delhi Email: sribatsa.parida@nic.in	Shri Dharm Prakash Under Secretary 4th Floor, STC Building, Janpath, New Delhi Email: d.prakash@nic.in	Shri R Shiva Kumar, Deputy Secretary Room No : 504, 5th Floor STC Building Janpath, New Delhi Tel: 2370 1066 Email: r.shivakumar@nic.in

XIV. INTEGRATED FINANCE DIVISION (IFD)

Divisional Head: Shri Manoj Sahay , Additional Secretary & Financial Adviser
Room No.166-C, North Block, New Delhi.
E-mail: manoj.sahay@nic.in, Tel: 23092332

I. Integrated Finance Division (IFD)

1. Integrated Finance Unit-I

- (1) The role of Integrated Finance Division, headed by the Additional Secretary & Financial Advisor includes, inter-alia,
- (2) Tendering financial advice on all matters involving government expenditure/concurrence to financial proposals of the Departments of Economic Affairs (DEA), attached and subordinate offices like G-20 Secretariat, CAAA, National Savings Institute, Securities Appellate Tribunal (SAT) and Finance Commission.
- (3) Budget formulation of the Grant No. 30 relating to Department of Economic Affairs.
- (4) Exercising expenditure control and management.
- (5) Preparation of final requirements and surrender of savings and re-appropriation.
- (6) Preparation of appropriation and finance accounts.
- (7) Matters relating to Standing Committee of Parliament on Finance and PAC/Audit Paras in respect of DEA.To assist in the achievement of departmental goals, while ensuring compliance with prescribed procedures and avoiding wasteful/unauthorized expenditure.
- (8) Scrutiny of foreign deputation proposals of officers of DEA and obtaining of Screening Committee's approval wherever required.
- (9) Monitoring and reviewing the progress of expenditure against sanctioned grant on a monthly and quarterly basis, ensuring compliance of instructions issued by the Department of Expenditure on economy/rationalization of expenditure.
- (10) Matter relating to Standing Committee of Parliament on Finance and PAC/Audit Paras in respect of DEA Grant.
- (11) Institutions: Nil
- (12) External Territorial Charge: Nil
- (13) Ministries/Departments: Nil
- (14) States: Nil
- (15) Legislations: Nil

Name and Designation of Officers:

Section Officer/ Assistant Accounts Officer	Under Secretary	Deputy Secretary
Shri Neeraj Dogra Section Officer Room No.31-A, North Block Tel: 2309 5193 Email: neeraj.dogra@nic.in Shri B.K. Sahani Assistant Accounts Officer Room No. 31-A, North Block Tel: 2309 5108 Email: bksahani.17@gov.in	Shri Daleep Kumar Under Secretary Room No. 241-E, North Block Tel: 2309 2490, 5093 Email: daleep.kumar08@gov.in	Shri Ajay Kumar Singh, Deputy Secretary Room No.50, North Block Tel: 2309 2519, 5052 Email: ajaykr.singh67@nic.in

2. Detailed Demands for Grants (DDG) Cell

- (1) The Detailed Demands for Grants (DDG) Cell, under IFU-I, deals with the following items of work:
- (2) Compilation, Printing and Laying of Detailed Demands for Grants of the Ministry of Finance in Parliament.
- (3) Coordination work in respect of Standing Committee of Parliament on Finance with regard to Detailed Demands for Grants of Ministry of Finance.
- (4) Compilation, Printing and Laying in the Parliament - the Statement made by the Hon'ble Finance Minister in both the Houses of Parliament regarding the Status of implementation of recommendations of the Standing Committee on Finance.
- (5) Monitoring of progress of settlement of C&AG Audit Paragraphs and PAC Recommendations in respect of Department of Economic Affairs for Demand No. 30-DEA, 39-Interest Payment and 40-Repayment of Debt.
- (6) Arranging monthly meeting of Standing Audit Committee to review pending status of PAC/CAG audit paras.
- (7) Institutions: Nil
- (8) External Territorial Charge: Nil
- (9) Ministries/Departments: Nil
- (10) States: Nil
- (11) Legislations: Nil

Name and Designation of Officers:

Section Officer	Under Secretary	Chief Controller of Accounts
Ms. Preeti Section Officer Room No.31-A, North Block Tel:2309 5094 Email: preeti.thakur@nic.in	Shri Daleep Kumar Under Secretary Room No. 241-E, North Block Tel: 23092490, 5093 Email: daleep.kumar08@gov.in	Shri H. Atheli, Chief Controller of Accounts Room No. 240-B, North Block Tel: 23095730, 5729 Email: h.atheli@nic.in

II. Integrated Finance Unit-II

- (1) All financial proposals of Department of Financial Services and its subordinate and attached offices, e.g. Office of the Custodian, Office of the Special Court, Debt Recovery Tribunals and Debts Recovery Appellate Tribunals.
- (2) Handles all matters relating to Grant No. 32 - Department of Financial Services, i.e.:-
- (3) Tendering financial advice on all matters involving expenditure.
- (4) Scrutiny of and concurrence to foreign deputation proposals of officers of Department of Financial Services including obtaining the approval of Screening Committee of Secretaries through Department of Expenditure.
- (5) Finalising Budget, Revised Budget and Supplementaries.
- (6) Expenditure control, monitoring of progress of expenditure and submitting monthly and quarterly progress reports to Secretary (FS).
- (7) Preparation of final requirements and surrender of savings and re-appropriation.
- (8) Preparation of appropriation and finance accounts.
- (9) Matters relating to Standing Committee of Parliament on Finance and PAC/Audit Paras in respect of Department of Financial Services.
- (10) Monitoring and ensuring compliance of economy instructions issued by Department of

- Expenditure from time to time.
- (11) Monitoring of the progress of the various schemes under Grant No. 32 - Department of Financial Services.

Name and Designation of Officers:

Section Officer	Under Secretary	Director/ Deputy Secretary
<p>(i) Shri Anitesh Kumar R.No.8, Jeevan Deep Building, Parliament Street New Delhi Tel: 23348995</p> <p>(ii) Shri Vikas Dhiryan AAO R.No.8, Jeevan Deep Building, Parliament Street New Delhi Tel: 23348995 Email: vik.dh@gov.in</p>	<p>Shri Girish Kumar R.No.8, Jeevan Deep Building, Parliament Street New Delhi Tel:23348992 Email: kumar.gk68@gov.in</p>	<p>Shri Ajay Kumar Mishra, Director R.No.8, Jeevan Deep Building, Parliament Street New Delhi Tel: 23348990 Email: ajay.k66@nic.in</p>

* IF.II looks after the work of DFS. However, Under Secretary and Director are on the strength of the DEA

XV. INTERNATIONAL ECONOMIC RELATIONS DIVISION

Divisional Head: Ms Anu P Mathai, Adviser (IER-I & G-20 Finance)
E-mail- anu.mathai@nic.in, Tel. No.2309 2449

Divisional Head: Ms. Geetu Joshi, Adviser (IER-II & UN&SF Division)
Email : g.sjoshi@nic.in, Tel No. 23092912

Divisional Head: Shri Chanchal Sarkar, Adviser (IER & FSDC)
Email : cc.sarkar@nic.in, Tel: 23092665

1. International Economic Relations (IER) - I

- (1) G20 Finance Track
 - G20 FMCBG and FCBD meetings
 - G20 FWG and supporting CEA as co-chair
 - G20 IFA Working Group
- (2) Follow up on following Indian G20 Presidency issues
 - Strengthening Multilateral Development Banks
 - Capital Adequacy Framework Roadmap in the G20
- (3) Coordination on G20 matters with PMO, MEA and other Ministries
- (4) All matters arising pertaining to the Logistics of G20 Presidency, pre-presidency and post-presidency period related.
- (5) Coordination on Parliament Questions related to G20 Finance
- (6) Coordination of G20 Compact with Africa
- (7) BRICS Financial Cooperation
- (8) Bilateral Relations with CIS Countries (Armenia- Azerbaijan. Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, Tajikistan, Turkmenistan, Ukraine and Uzbekistan)
- (9) Matters relating to the Shanghai Cooperation Organisation (SCO)
- (10) Matters related to G7, G24, Voice of Global South
- (11) Matters related to OECD
- (12) Matters relating to Global Sovereign Debt Roundtable (GSDR), New Global Financing Pact

Name and Designation of the Officers:

Under Secretary/Deputy Director	Joint Director/Deputy Secretary	Director
Ms. Parul Gulati, Deputy Director Intercom. 23095014 Room No. 58, North Block Email: parul.gulati@gov.in	Ms. Tulsipriya Rajkumari, Joint Director Tel. 23095749 Room No. 51-C, North Block Email: tulsipriya.rk@nic.in	
Shri Dilip Kataria OSD Room No. 69, North Block Email: dilipkataria.osdrbi@gov.in	Shri Amrit Agrahari Deputy Secretary Intercom. 23095223 Room No. 56, North Block	

	Email: ds-ier-ft1@gov.in	
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2. International Economic Relations (IER) - II

- (1) Work relating to G20 Sustainable Finance Working Group (SFWG)

Name and Designation of the Officers:

Assistant Director/ Section Officer	Deputy Director/ Under Secretary	Director
	Ms. Neha Singh Deputy Director Email: neha.singh91@gov.in	Ms. Remya Prabha G Director Room No.56, North Block Tel No.- 23095184 Email: remya.prabha@nic.in

- (2) SAARC/SDF/BIMSTEC, ASEAN, WEF
 (3) Overall Coordination of IER Division
 (4) Matters relating to eSamiksha Portal, Website Updation pertaining to IER Division
 (5) External Territorial Charge South Asia (Afghanistan, Bangladesh, Bhutan, Maldives, Nepal, Pakistan, and Sri Lanka), East Asia (Mongolia, Hong Kong, and Taiwan), South East Asia (Brunei, Myanmar, Cambodia, East Timor, Indonesia, Laos, Malaysia, Philippines, Singapore, Thailand and Vietnam), Territorial charge of M/o Defence and M/o Tribal Affairs

Name and Designation of the Officers:

Section Officer/ Assistant Director	Deputy Director/ Under Secretary	Director
Shri A.K. Malhotra Section Officer Tel: 23701242 STC Building Email: malhotra.anil@nic.in	Shri Ram Rakesh Sharma, Under Secretary Room No. 63, North Block Tel No.23095172 Email: ramrakesh.sharma@nic.in	Ms. Remya Prabha G Director Room No.56, North Block Tel No.23095184 Email: remya.prabha@nic.in

3. International Economic Relations & Capacity Building Unit (CBU)

- (1) Matters related to financial inclusion and digital technologies, related work in G20 including GPFI, DGI and related coordination for these subjects.
 (2) Coordination with other Ministries/Departments including RBI, MEA, PMO on these subjects.

Name and designation of officers:

Assistant Director/ Section Officer	Deputy Director/Under Secretary	Joint Director/Deputy Secretary
<p>Ms. Aarti Garg, Assistant Director Email: aarti.garg22@gov.in</p> <p>Shri Prashant Kumar, Assistant Director Email: prashant.kumar10@gov.in</p> <p>Shri Anil Kumar Jaijania Section officer (GPFI) North Block Email: jaijania.anil@nic.in</p>		

(3) Capacity Building Unit (CBU):

- a) Capacity Building Unit
- b) All matters arising pertaining to the Logistics of G20 Presidency, pre-presidency and post-presidency period related.

Name and designation of officers:

Assistant Director/ Section Officer	Deputy Director/ Under Secretary	Joint Director/ Deputy Secretary
	---	<p>Shri Rahul Singh, Joint Director Tel No. 23095007 Room No.-57, North Block Email: rahul.singh83@gov.in</p>

XVI. INVESTMENT & DIGITAL ECONOMY DIVISION

Divisional Head: Ms. Reetu Jain, Economic Advisor (Investment, FM & FSRL)
E-mail: reetuj@gov.in, **Tele-** 23094443

I. International Investment Treaties & Framework

- (1) Negotiation and conclusion of International Investment Protection Agreements [Bilateral Investment Treaties (BIT) with other countries.
- (2) Policy matters related to Investment protection Chapters of FTAs/CECA/CEPA. Negotiation and conclusion of Investment protection Chapter of FTAs/CECA/CEPA etc. with various countries and regional blocks.
- (3) Organizing Capacity building initiatives for central and state governments on BIT issues.
- (4) Nodal for receiving dispute notices for disputes arising out from BITs/ Investment chapter of FTAs signed with foreign countries.
- (5) Investment related issues in International Forum such as UNCITRAL, G20, BRICS and Investment Facilitation in WTO
- (6) Policy matters related to international investment agreements and disputes therein
- (7) Institutions: Nil
- (8) External Territorial Charge: Central & South America
- (9) Ministries/Departments: Ministry of Steel.
- (10) States: Nil
- (11) Legislations: Nil

Name and designation of officers:

Section Officer/ Assistant Director	Deputy Director	Director
Ms.Trishla Singh, Assistant Director Room No.250-B,North Block Email: trishla.singh@gov.in Ms. Enakshi Duhan Section Officer Room No.69, North Block North Block. New Delhi Tel: 23094423 Email: e.duhan@nic.in	Ms. Yashaswini Saraswat, Deputy Director, Room No. 30, North Block Tel: 23092225 Email: y.saraswat@mha.gov.in Ms. Leena Kumar, Deputy Director, Room No.63, North Block Tel: 2309 5756 Email: leena.kumar@gov.in	Shri Dhruv Chakravarty Director Room No.57, North Block, Tel: 23095057 Email: dhruv.chakravarty@nic.in Ms. Preeti Jain Director Room no..66-C, North Block Tel: 23094045 Email: preeti.jain@nic.in

II. Foreign Trade & Services

- (1) Foreign Exchange aspects relating to Import/Export of gold/silver. Policy matters relating to Gold including Gold Policy for promotion of gold as financial asset class, Gold Monetisation Scheme (GMS), Indian Gold Coin Scheme (IGC) etc.
- (2) Providing advice to Department of Commerce from financial angle in matters relating to project Export on deferred Payment Terms, Border Trade, Project Export Guidelines etc. Providing advice to Department of Commerce from financial angle in matters relating to SEZs/EPZs
- (3) Export & Import Policy, particularly the foreign exchange aspects thereof, matters related to countertrade, matter relating to deemed Exports, including issuance of Notification/Public Notices in terms of its provisions of EXIM Policy

- (4) Co-ordination within Investment Division on various issues/references received from various Divisions within DEA and outside and other Ministries/agencies, requiring comments/inputs of Investment Division.
- (5) Institutions: Nil
- (6) External Territorial Charge: Nil
- (7) Ministries/Departments: Department of Commerce, Ministry of Heavy Industry, Ministry of MSME.
- (8) States: Nil
- (9) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary/Deputy Director	Director
Mrs. Prem Lata Section Officer Room No. 275 – A North Block, New Delhi Tel: 23095156 Email: prem.lata34@nic.in	Shri T. Khaling Under Secretary Room No.276-G, North Block, Tel: 23092480 Email: t.khaling@nic.in Ms. A. P Behra Deputy Director Room No..238-C, North Block, Tel: 23095022 Email: ap.behera@gov.in	Shri S. Satyanarayana Director Room No.269A, North Block, Tel: 23095204 Email: s.sudhaveni@nic.in

III. Domestic Investment & Digital Economy

1. Domestic Investment & Outward Investment from India

- (1) All policy issues related to domestic investment and outward investment from India (except foreign investment), including industrialization, manufacturing sector and innovation.
- (2) Examining all policy proposals related to Ministry of Textiles, and Department of Chemicals and Petro-Chemicals
- (3) Policy issues related to integrated Township, Industrial Park and Manufacturing Clusters.
- (4) National Manufacturing Policy & National Investment Manufacturing Zone.
- (5) National Manufacturing Competitiveness Council (NMCC)
- (6) Works relating to Special Window for Affordable and Middle-Income Housing (SWAMIH) Fund
- (7) Identify and work in Sectoral & Taxation issues with relevant Departments.
- (8) Institutions: NIIF, SWAMIH
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments: Ministry of Textiles, Department of Chemicals and Petro-Chemicals, EC meetings of remaining Ministries/Departments, Core Group of Secretaries on Disinvestment and Alternative Mechanism and CCEA etc.
- (11) States: Nil
- (12) Legislations: Nil

2. Digital Economy and Fintech

- (1) Work relating to Digital Economy including FinTech
- (2) Identifying policy interventions for the Digital Economy and FinTech.
- (3) Identifying digital infrastructure gaps and measuring progress.

- (4) International collaborations in Fintech to grow India's contribution to the Digital Economy.
- (5) Identifying possible market failures and suggesting interventions.
- (6) Ministries/Departments: Ministry of Electronic and Information Technology
- (7) External Territorial Charge: Nil
- (8) Institutions: Nil
- (9) States: Nil
- (10) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary/ Deputy Director/ Deputy Secretary	Director
Ms. Asha Rawat, SO (DI) Room No. 251C, North Block Tel: 23095109 Email: rawat.asha@nic.in	Sh Santosh Kumar Agarwal, Under Secretary Room No. 161 A North Block, Tel: 23095073 Email: Santoshkumar.agarwal@nic.in	Shri Syed Zubair, Director (DI) Tel: 23094172 Room No.67-A(II), North Block Email: syed.zubair@nic.in
Shri Rajat Rathi SO(DI) Room No. 251C, North Block Tel: 23094048 Email: rajat.rathi@gov.in	Shri Rajender Kumar Meena Deputy Director (DE) Room No. 250 B, North Block Email: rajen.km@gov.in Tel: 9413556686	Shri Harsha Bhowmik Director (DE) Room No. 66-B North Block Tel: 23092494 Email: harsha.bhowmik@gov.in
Shri Sujit Singh Section Officer (DE) Room No. 61, North Block Tel: 2309 5758 Email: Singh.sujit@nic.in		Shri Rajiv R. Singh Director (DI) Room No. 214-F North Block, Tel: 2309 5130 Email: rajivr.singh@nic.in
		Shri Asif Ismail, Deputy Secretary (DE), Room No.67-A-III, North Block, Tel: 2370 5043 Email: asifismail@ord.gov.in

IV. Foreign Direct Investment and Overseas Direct Investment

1. FDI & ODI Policy

- (1) FDI Policy matters particularly equity inflow transactions and FDI Policy clarifications & related matters of FEMA Non-debt rules.
- (2) Foreign Investment policy issues relating to Foreign Venture Capital Investment (FVCI), Alternative Investment Fund (AIFs) (except infrastructure funds) including Venture Funds, Angel Funds, Private Equity Funds, etc.
- (3) Co-ordination with inter Ministries/Department (like Department of Industrial Policy & Promotion, Department of Financial Services, Department of Revenue, Department of Commerce) and Regulators (Reserve Bank of India / Securities & Exchange Board of India etc) on FDI policy issue.
- (4) Servicing of GoM on FDI and preparations/circulation of Cabinet/GoM notes of DEA and other Ministries/departments on policy issues.
- (5) Cabinet Secretariat introduced Global Indices to improve India's ranking and this section is a nodal for all the indices allocated to DEA to facilitate other ministries/departments.
- (6) KoFGlobalisation Index
- (7) Investment Clearance Cell-Single Window system
- (8) Facilitating disseminating relevant/case specific information to the concerned

- Ministries/Department for preparation of replies to the Parliament Questions.
- (9) The work relating to "Policy issues related to Overseas Direct Investment.
 - (10) Monthly Overseas Direct Investment (ODI) Fact Sheet: Detailed ODI outflows data across sectors and counties are being prepared and uploaded for public on DEA's website on monthly basis.
 - (11) Disposal of RTI matters, PMO/VIP references, public grievances etc
 - (12) Providing comments and inputs on matters received from line Ministries/ Departments as per the sectoral charge
 - (13) Institutions: Nil
 - (14) External Territorial Charge: Nil
 - (15) Ministries/Departments: Department for Promotion of Industry & Internal Trade including Make in India, EoDB and Startup; Department of Public Enterprises and matters (DIPAM) which includes IMC, CGD, EFC etc. and matters pertaining to the Evaluation Committee meetingsthereon. D/o Public Enterprises (DPE)
 - (16) States: Nil
 - (17) Legislations: Nil

Name and designation of officers:

Assistant Director	Deputy Director	Deputy Secretary
Shri Narendra Jena Assistant Director Room No.69, North Block, Tel: 2309 5077 Email: jena.narendra@nic.in	Shri Rajesh Kumar Yadav Deputy Director Room No.: 251, North Block Tel: 23092491 Email: rajeshkyadav@nic.in	Shri Asif Ismail, Deputy Secretary, Room No. 67-A-III, North Block Tel: 2309 5043 Email: asifismail@ord.gov.in

2. FDI Proposal Section

- (1) Receipt and processing of the FDI proposal/proposals for foreign direct investment pertaining to Financial services which are not regulated by any Financial Sector Regulator or where only part of the financial services activity is regulated or where there is doubt regarding the regulatory oversight. Also application for foreign investment into a Core Investment Company or an Indian Company engaged only in the activity of investing in the capital of other Indian Companies
- (2) Receipt of all fresh and amendment FDI proposals and registration thereof.
- (3) Scrutiny and examination of cases.
- (4) Interaction with companies for clarification & updation of documentation.
- (5) Preparation of summary/briefs for interaction of Senior Officers/ Hon'ble Minister in respect FDI proposals.
- (6) Maintain database on the FDI proposals received, along with details such as date of receipt, investor and investee company details, volume of foreign investment involved, and date of grant of approval/rejection letter.
- (7) Facilitating disseminating relevant/case specific information to the concerned Ministries/Department for preparation of replies to the Parliament Questions.
- (8) Coordinating with Joint quarterly review meeting, convened by DPIIT, which will be held under the co-chairmanship of Secretary, DPIIT and Secretary, DEA on pendency of proposals with Government. Ministries/Departments: Territorial charge of Department for Promotion of Industry & Internal Trade.
- (9) Coordination with Ministries concerns to submit all old FDI proposals documents related to FIPB portal and matters provided to investigating agency as and when required.
- (10) Follow up action on cases handled by FDI section.
- (11) Servicing of GoM on FDI and preparations/circulation of Cabinet/GoM notes on FDI policy.
- (12) Maintain and classify all FIPB portal files and transfer them to their respective Ministries/Departments as per Cabinet Order.
- (13) Submission of files and clarification on Proposals to CBI and ED.

- (14) Submission of all periodical reports.
- (15) Issue of approval/rejection, in respect of fresh proposals.
- (16) Coordinating with Ministries/Departments/Agencies to bring Foreign Investment in India.
- (17) Facilitating disseminating relevant/case specific information to the concerned Ministries/Department for preparation of replies to the Parliament Questions.
- (18) Institutions: Nil
- (19) External Territorial Charge: Nil
- (20) Ministries/Departments: Nil
- (21) States: Nil
- (22) Legislations: Nil

Name and designation of officers:

Section Officer	Deputy Director	Deputy Secretary
Shri Nikhil Anand Section Officer Room No. 69, North Block Tel: 2309 5077 Email: nikhil.anand@nic.in	Shri Rajesh Kumar Yadav Deputy Director Room No.251, North Block Tel: 2309 2491 Email: rajeshkyadav@nic.in	Shri Asif Ismail, Deputy Secretary, Room No.67-A-III, North Block North Block Tel: 2309 5043 Email: asifismail@ord.gov.in

XVII. OTHER MULTILATERAL INSTITUTIONS (OMI) DIVISION

Divisional Head: Shri Solomon Arokiaraj, Additional Secretary (IPP & OMI)
Room No.40-B, North Block, New Delhi.
E-mail: js-infradea@gov.in, solomona@nic.in,
Tel: 23094905

1. International Fund for Agricultural Development (IFAD) Section

- (1) All policy matters and projects relating to the International Fund for Agricultural Development (IFAD)
- (2) Contribution to IFAD (replenishment) and Budget requirements;
- (3) IFAD's Country Strategy Program (COSOP);
- (4) IFAD assisted Agriculture, Rural Livelihoods, Tribal Development, Women Empowerment and other allied sector projects in India;
- (5) Maintenance of pipeline of projects for possible IFAD assistance;
- (6) Meetings related to IFAD: Governing Council; Executive Board Committee Meetings
- (7) Visit of IFAD President, Vice President, Secretary, etc. to India;
- (8) Institutions: IFAD
- (9) External Territorial Charge: Nil
- (10) Ministries/Departments:
- (11) States: Nil
- (12) Legislations: Nil

Name and designation of officers:

Economic Officer	Deputy Director	Director
Shri Prakash Chand Meena, Section Officer Room No.272, North Block North Block Tel: 20395071 Email: meena.prakash@nic.in	Ms. Sanju Yadav, Deputy Director Room No.241-E, North Block Tel: 2309 5235 Email: sanju.yadav03@gov.in	Dr. Prasanna V. Salian Director Room No.71-C, North Block Tel: 23093542 Intercom No.5747 Email: pv.salian@nic.in

2. AIIB, NDB, OFID Section

- (1) Matters relating to Management, Governance, Policy of engagement and coordination of the Asian Infrastructure Investment Bank (AIIB), New Development Bank (NDB) and OPEC Fund for International Development (OFID);
- (2) Leveraging AIIB, NDB, OFID for promoting Indian Investment, Technology and Skill abroad;
- (3) Meetings of the Board of Governors, Board of Directors and its Committee of AIIB, NDB, OFID
- (4) Arranging and coordinating financial assistance from the AIIB, NDB, OFID for Central and State Sector Projects in India;
- (5) Matters related to AIIB, NDB, OFID assisted and pipeline/ ongoing projects;
- (6) AIIB, NDB, OFID Seminars, Conferences, Workshops, etc.
- (7) Examination of joining IADB and Coordination with these MDBs;
- (8) Institutions: AIIB, NDB, and OFID
- (9) External Territorial Charge: Nil

- (10) Ministries/Departments: Nil
 (11) States: Nil
 (12) Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary/ Deputy Director	Director
<u>AIIB & OFID:</u> Shri Himanshu Singh Section Officer Tel: 20395071 Room No.272, North Block Email: himanshu.singh88@nic.in <u>NDB:</u> Shri Prakash Chand Meena, Section Officer Room No.272, North Block North Block Tel: 20395071 Email: meena.prakash@nic.in	<u>AIIB & NDB:</u> Shri Rajeev Sridhar Under Secretary Room No.276-A North Block Tel: 2309 5744 Email: rajeev.edu@nic.in <u>OFID:</u> Ms. Mary Neelima Minz, Under Secretary Room No.63 Tel: 23095064 Email: maryneelima.minz@gov.in	Dr. Prasanna V. Salian Director Room No.71-C, North Block, Tel: 23093542 Intercom No.5747 Email: pv.salian@nic.in

2. AfDB, EBRD, CDB, BOAD, CDRI, IADB Section

- (1) Matters relating to Management and Governance of the African Development Bank (AfDB), European Bank for Reconstruction and Development (EBRD), Caribbean Development Bank (CDB), West African Development Bank (BOAD), Coalition for Disaster Resilient Infrastructure (CDRI), Inter-American Development Bank (IADB);
- (2) Policy of engagement and coordination with the AfDB, EBRD, CDB, BOAD, CDRI, IADB;
- (3) Meetings of the Board of Governors, Board of Directors and its Committee of AfDB, EBRD, CDB, BOAD, CDRI, IADB
- (4) Leveraging AfDB, EBRD, CDB, BOAD, CDRI, IADB for promoting Indian Investment, Technology and Skill abroad;
- (5) Matters related to African Development Fund (AfDF);
- (6) AfDB, EBRD, CDB, BOAD, CDRI, IADB Seminars, Conferences, Workshops, etc.
- (7) Institutions: AfDB, EBRD, CDB, BOAD, CDRI, IADB
- (8) External Territorial Charge: Nil
- (9) Ministries/Departments: Nil
- (10) States: Nil
- (11) Legislations: African Development Bank Act, 1983 African Development Fund Act, 1982

Name and designation of officers:

Section Officer	Under Secretary/ Deputy Director	Director
Shri Himanshu Singh Section Officer Room No.272, North Block Tel: 20395071 Email: himanshu.singh88@nic.in	<u>AfDB, CDRI, BOAD, IADB & CDB:</u> Ms. Mary Neelima Minz, Under Secretary Room No.63, North Block Tel: 23095064 Email: maryneelima.minz@gov.in <u>EBRD:</u> Ms. Sanju Yadav, Deputy Director Room No.241-E, North Block Tel: 23095235 Email: sanju.yadav03@gov.in	Dr. Prasanna V. Salian Director Room No.71-C, North Block, Tel: 23093542 Intercom No.5747 Email: pv.salian@nic.in

3. Coordination Section

- (1) All Administrative and all Budget and Finance related matters including implementation of the Budget announcements.
- (2) All Matters related to Draft Cabinet Note (DCN)/EFC/CCEA/PIB etc.
- (3) All Intra and Inter-Divisional Coordination matter.
- (4) All Sectoral Charges of Ministries/Departments/States and All inter-Ministerial/Departmental communications.
- (5) All the Parliament Questions and all the parliament matters.
- (6) All PMO references, VIP references and COS references, Audit Paras etc.
- (7) Research & Status update on CAF related issues.
- (8) Energy Security, Climate Financing, and Gender-related matters across Peer MDBs.
- (9) All Cabinet E-samiksha and Departmental E-Samiksha related matters.
- (10) All matters related to Screening Committee & its Coordination etc.
- (11) All the RTI matters.
- (12) Data compilation, Update and management, Website updating etc.
- (13) Sendai Framework Monitoring (SFM)
- (14) All the policy matters related to the Division
- (15) Institutions: Nil
- (16) External Territorial Charge: Nil
- (17) Ministries/Departments: Science & Technology, CSIR, Women & child Development, National Commission for Women
- (18) States: Rajasthan, Goa, Punjab & Haryana
- (19) Legislations: Nil

Name and designation of officers:

Section Officer/EO	Under Secretary/Deputy Director	Director
<p>Shri Prakash Chand Meena, Section Officer Room No.272, North Block Tel: 20395071 Email: meena.prakash@nic.in</p> <p>Shri Mohammed Tarique Ali, Economic Officer Room No.276-G, North Block Tel: 2309 5238 Email: ali.007@gov.in</p>	<p>Shri M. Natesan, Under Secretary Room No.276-G, North Block Tel: 2309 5074 Email: natesan.m@nic.in</p>	<p>Dr. Prasanna V. Salian Director Room No.71-C, North Block, Tel: 23093542 Intercom No.5747 Email: pv.salian@nic.in</p>

XVIII. VIGILANCE DIVISION

Divisional Head: Ms. Manisha Sinha, Additional Secretary (Fund Bank & Crypto Asset) & Chief Vigilance Officer
Room No.141, North Block, New Delhi.
Email: manisha.sinha@nic.in, Tel. No. 23092882, 23094550

1. Vigilance Section

- (1) Vigilance Cases of all Officials of Department of Economic Affairs including Board Level Officers of Securities & Exchange Board of India (SEBI)/ Security Printing & Minting Corporation of India Limited (SPMCIL)
- (2) Complaints (including ICC related complaints) against all Officials of Department of Economic Affairs including Board Level Officers of Securities & Exchange Board of India (SEBI)/ Security Printing & Minting Corporation of India Limited (SPMCIL)
- (3) Vigilance clearance for all Officials of Department of Economic Affairs including Board Level Officers of Securities & Exchange Board of India (SEBI)/ Security Printing & Minting Corporation of India Limited (SPMCIL)
- (4) Acquisition/Disposal of immovable/ movable properties for all Officials of Department of Economic Affairs
- (5) Annual Performance Appraisal Report (APARs) for all Officials of Department of Economic Affairs

B. Institutions: Nil.

C. External Territorial Charge: Nil.

D. Sectoral Charge of Ministries/Departments: CVC, CBI and Ministry of Personnel, Public Grievances and Pensions.

E. States: Nil

F. Legislations: Nil

Name and designation of officers:

Section Officer	Under Secretary	Deputy Secretary
Shri Nitesh Kumar Room No. 224-A, North Block Tel: 2309 5161 Email: niteshkumar2.dad@nic.in	Shri Basudev Tudu Room No. 276-F, North Block Tel: 2309 5078 Email: tudu.basudev@nic.in	Smt. Pratibha Saxena Room No.242B, North Block T el: 2309 5065 Email: p.saxena45@nic.in Shri Sheo Nath Singh, Deputy Secretary Room No.66-B, North Block Tel: 23095069 Email: sheo.295@gov.in

ANNEXURES

NAMES OF UNION MINISTERS OF FINANCE

Sl. No.	Period		Name of Finance Minister
1.	15.08.1947	17.08.1948	Shri R.K. Shanmukham Chetty
2.	22.09.1948	01.06.1950	Dr. John Mathai
3.	01.06.1950	24.07.1956	Shri C.D. Deshmukh
4.	24.07.1956	30.08.1956	Shri Jawahar Lal Nehru
5.	30.08.1956	14.02.1958	Shri. T.T. Krishnamachari
6.	14.02.1958	22.03.1958	Shri Jawahar Lal Nehru
7.	22.03.1958	31.08.1963	Shri Morarji R. Desai
8.	31.08.1963	31.12.1965	Shri T. T. Krishnamachari
9.	01.01.1966	12.03.1967	Shri Sachindra Chaudhary
10.	13.03.1967	16.07.1969	Shri Morarji R. Desai
11.	16.07.1969	27.06.1970	Smt. Indira Nehru Gandhi
12.	27.06.1970	10.10.1974	Shri Y.B. Chavan
13.	10.10.1974	24.03.1977	Shri C. Subramaniam
14.	26.03.1977	24.01.1979	Shri. H.M. Patel
15.	24.01.1979	16.07.1979	Shri Charan Singh
16.	16.07.1979	28.07.1979	Shri H.M. Patel
17.	28.07.1979	19.10.1979	Shri H.N. Bahuguna
18.	25.10.1979	14.01.1980	Shri Charan Singh
19.	14.01.1980	15.01.1982	Shri R. Venkataraman
20.	15.01.1982	31.12.1984	Shri Pranab Kumar Mukherjee
21.	31.12.1984	24.01.1987	Shri Vishwanath Pratap Singh
22.	24.01.1987	25.07.1987	Shri Rajiv Gandhi
23.	25.07.1987	25.06.1988	Shri Narayan Dutt Tiwari
24.	25.06.1988	02.12.1989	Shri S.B. Chavan
25.	06.12.1989	10.11.1990	Prof. Madhu Dandavate
26.	21.11.1990	21.06.1991	Shri Yashwant Sinha
27.	21.06.1991	16.05.1996	Shri Manmohan Singh
28.	16.05.1996	01.06.1996	Shri Jaswant Singh
29.	01.06.1996	21.04.1997	Shri P. Chidambaram
30.	21.04.1997	01.05.1997	Shri Inder Kumar Gujral
31.	01.05.1997	19.03.1998	Shri P. Chidambaram

32.	19.03.1998	01.07.2002	Shri Yashwant Sinha
33.	01.07.2002	22.05.2004	Shri Jaswant Singh
34.	22.05.2004	30.11.2008	Shri P. Chidambaram
35.	30.11.2008	24.01.2009	Dr. Manmohan Singh, PM
36.	24.01.2009	22.05.2009	Shri Pranab Mukherjee
37.	23.05.2009	26.06.2012	Shri Pranab Mukherjee
38.	26.06.2012	31.07.2012	Dr. Manmohan Singh, PM
39.	31.07.2012	26.05.2014	Shri P. Chidambaram
40.	27.05.2014	14.05.2018	Shri Arun Jaitley
41.	14.05.2018	23.08.2018	Shri Piyush Goyal
42.	23.08.2018	23.01.2019	Shri Arun Jaitley
43.	23.01.2019	15.02.2019	Shri Piyush Goyal
44.	15.02.2019	30.05.2019	Shri Arun Jaitley
45.	31.05.2019	09.06.2024	Smt. Nirmala Sitharaman
46.	10.06.2024		Smt. Nirmala Sitharaman

NAMES OF MINISTERS OF STATE FOR FINANCE

S. No	Year	Nam of Minister for Finance
1.	1952-53	Shri Mahavir Tyagi
2.	1954-57	Shri Arun Chandra Guha
3.	1955-57	Shri Manilal C. Shah
4.	1958-62	Shri B. Gopala Reddi
5.	1964-66	Shri B.R. Bhagat
6.	1967-68	Shri K.C. Pant
7.	1969	Shri P.C. Sethi
8.	1970-71	Shri V.C. Shukla
9.	1972-75	Shri K.R. Ganesh
10.	1974-77	Shri Pranab Mukherjee
11.	1977-79	Shri Satish Aggarwal
12.	1977-79	Shri Zulfiquarulla
13.	1979	Shri S. Gopal
14.	1979	Shri R.N. Mirdha
15.	1980-81	Shri Jagannath Pahadia
16.	1980-81	Shri S.S. Sisodia
17.	1980-82	Shri Maganbhai Baroat
18.	1982	Shri R.B. Pattabhi Rama Rao
19.	1982-88	Shri Janardhana Poojari
20.	1984	Shri S.M. Krishna
21.	1986-89	Shri B.K. Gadhvi
22.	1987	Shri Braham Dutt
23.	1988-89	Shri Ajit Panja
24.	1988-89	Shri Edwardo Faleiro
25.	1991	Shri Rameshwar Thakur
26.	1991	Shri Dalbir Singh
27.	1991-92	Shri Shanta Ram Potdukhe
28.	1993-94	Dr. Abrar Ahmed
29.	1993-95	Shri M.V. Chandrashekara Murthy
30.	1995-96	Dr. Debiprosad Pal
31.	1997	Shri M.P. Virendra Kumar
32.	1997-98	Shri Satpal Maharaj
33.	1998	Shri R.K. Kumar
34.	1998	Shri K.M.R. Janarthanan
35.	1999-02	Shri Balasaheb Bikhe Patel
36.	1999-02	Shri V. Dhananjaya Kumar
37.	2000-01	Shri G.N. Ramachandran

38.	1.07.2002-25.08.2002	Shri Ananth G. Geete
39.	26.08.2002-08.09.2003	Shri Anantrao V. Adsul
40.	08.09.2003-22.05.2004	Shri Sripad Yeso Naik
41.	22.05.2004-20.09.2013	Shri S. S. Palanimanickam
42.	2006-09	Shri Pawan Kumar Bansal
43.	2009-14	Shri Namo Narain Meena
44.	17.06.2013-26.05.2014	Shri J.D. Seelam
45.	26.05.2014-09.11.2014	Smt. Nirmala Sitharaman
46.	09.11.2014-05.07.2016	Shri Jayant Sinha
47.	2016-17	Shri Arjun Ram Meghwal
48.	05.07.2016-03.09.2017	Shri Santosh Kr Gangwar
49.	2017-19	Shri Pon. Radhakrishnan
50.	31.05.2019-07.07.2021	Shri Anurag Singh Thakur
51.	2021-2024	Dr. Bhagwat Krishanrao Karad
52.	09.07.2021- 09.06.2024	Shri Pankaj Chaudhary
53.	10.06.2024 onwards	Shri Pankaj Chaudhary

NAMES OF DEPUTY MINISTERS FOR FINANCE

Sl.No.	Year	Name of Deputy Minister for Finance
1.	1954-55	Shri Manilal C. Shah
2.	1956-60	Shri B.R. Bhagat
3.	1957-64	Smt. Tarakeshwari Sinha
4.	1964-65	Shri Rameshwar Sahu
5.	1965-66	Shri L.N. Misra
6.	1968-69	Shri Jagannath Pahadia
7.	1970-71	Shri K.R. Ganesh
8.	1972-77	Smt. Sushila Rohtagi
9.	1980	Shri Maganbhai Baroat
10.	1981	Shri Janardhana Poojari
11.	1990	Shri Anil Shastri
12.	1990	Shri Digvijay Singh

NAMES OF SECRETARIES (ECONOMIC AFFAIRS)

Sl.No.	Year	Secretary (EA)
1.	1950-55	Shri K.G. Ambegaonkar
2.	1955-58	Shri H.M. Patel
3.	1958-59	Shri B.K. Nehru
4.	1959-60	Shri A.K. Roy
5.	1960-64	Shri L.K. Jha
6.	1964-66	Shri S. Boothalingam
7.	1966-68	Shri S. Jagannathan
8.	1968-72	Dr. I.G. Patel
9.	1972-76	Shri M.G. Kaul
10.	1976-80	Dr. Manmohan Singh
11.	1980-82	Shri R.N. Malhotra
12.	1982-83	Shri M. Narasimham
13.	1983-85	Shri P.K. Kaul
14.	1985-89	Shri S. Venkitaramanan
15.	1989-90	Shri G.K. Arora
16.	1990	Dr. Bimal Jalan
17.	1990-91	Shri S.P. Shukla
18.	1991-98	Shri M.S. Ahluwalia
19.	1998-99	Dr. VijayKelkar
20.	1999-2000	Shri E.A.S. Sarma
21.	2000-01	Shri Ajit Kumar
22.	2001-02	Shri C.M. Vasudev
23.	2002-03	Dr.S. Narayan
24.	2003-04	Shri D.C. Gupta,
25.	2004-05	Shri Rakesh Mohan
26.	2005-07	Shri A.K. Jha
27.	2007-08	Dr. D. Subha Rao
28.	2008-11	Shri Ashok Chawla
29.	2012	Shri R. Gopalan
30.	2012-14	Dr. Arvind Mayaram
31.	2014-15	Shri Rajiv Mehrishi
32.	2015-17	Shri Shaktikanta Das
33.	2017-19	Shri Subhash Chandra Garg
34.	2019-20	Shri Atanu Chakraborty
35.	2020-21	Shri Tarun Bajaj
36.	2021-2025 (upto 30.06.2025)	Shri Ajay Seth
37.	01.07.2025 onwards	Ms. Anuradha Thakur

NAMES OF CHIEF ECONOMIC ADVISERS

S.No.	Year	Chief Economic Adviser
1.	1956-1961	Dr. J.J. Anjaria
2.	1961-1963	Dr. I.G. Patel
3.	1965-1967	Dr. I.G. Patel
4.	1967-1969	Dr. V.K. Ramswamy
5.	1970-1972	Dr. Ashok Mitra
6.	Aug.1972-Nov.1976	Dr. Manmohan Singh
7.	Feb.1977-Dec.1980	Dr.R.M. Honavar
8.	Nov.1981-Oct.1988	Dr. Bimal Jalan
9.	Nov.1988-Jun.1990	Shri Nitin Desai
10.	Jul.1990-Dec.1991	Dr. Deepak Nayyar
11.	1991-1993	Dr. Ashok Desai, Chief Consultant & Secy.
12.	1993-98	Dr. Shankar N. Acharya
13.	1998-2002	Dr. Rakesh Mohan, Adviser to FM & CEA
14.	2002-2007	Dr. Ashok K. Lahiri
15.	2007 -2009	Dr. Arvind Virmani
16.	2009-2012	Dr. Kaushik Basu
17.	2012-2013	Dr. Raghuram G Rajan
18.	October, 2014 - July, 2018	Dr. Arvind Subramanian
19.	December,2018 – January, 2022	Dr. Krishanmurthy Subramanian
20.	January, 2022 onwards	Dr. V. Anantha Nageswaran
