

Work allocation in Department of Higher Education

S. No.	Bureau Head & Designation	Work in Charge of Division(s)
1.	Shri Rakesh Ranjan, AS (Technical Education)	All matters pertaining to IITs, IMPRINT, PMRF, ASEAN Fellowship, Research Parks, UchhatarAvishkarYojana (UAY) [through Adviser (Cost)]
		All matters relating to AICTE, NBA, NIRF, International Rankings, RRs & Service matter of TIs of UTs, Pay Scale and pay parity of CFTIs, Visitor conferences, Coordination with TE Bureau, CoE, NoC for Technical College, EdCIL, Skill Development in HE.
		Indian Knowledge System, Research coordination
		IIITs, Unnat Bharat Abhiyan (UBA), IISERs, IISc, STARS (TS-7)
2.	Ms. Manmohan Kaur, ICoAS, Adviser (Cost) <i>Reporting Through AS(TE)</i>	IIT Division & IIIT Division: All matters pertaining to IITs, IIITs, Unnat Bharat Abhiyan (UBA), IMPRINT, PMRF, ASEAN Fellowship, Research Parks, UAY.
3.	Dr. Vineet Joshi, AS (Education)	All Matters relating to Central Universities
		IGNOU, Community College Scheme, ODL Education, Vancouver, Canada and CEMCA, Coordination work with SOUs with UGC & respective State Govts. etc.
		HEFA (TS-7)
		Institute of Eminence (IOE)
		MERITE
		Matters relating to NMEICT, CHEERS (e-shodhsindhu) and other TEL Schemes – SWAYAM-MOOCs, Campus Connection, WiFi, National Digital Library, INFLIBNET, SWAYAM PRABHA, Digital Policy, Online Education GIAN, FAST, ABC, NAD, National Testing Agency (NTA)*.
		Research Councils, Association of Indian Universities (AIU)
		All matters relating to National Education Policy and Implementation
4.	Shri Sanjog Kapoor JS & FA	Finalization of budget estimates, Detailed/ Supplementary Demand for Grants, release of funds to Institutions relating to TE
		Release of funds to Institutions relating to CU and HE Bureaus, UNESCO Planning, BP, Scholarships and Council Divisions, Audit & PAC Para, Estimate Committee and PAC NPS, Implementation of New Accounting Standards in Education Institutions, DL and Language Divisions
		Matters pertaining to institutes: 31 NITs, NBA. Schemes : NMEICT, Unnat Bharat Abhiyan, Swachhta Action Plan (SAP), Ek Bharat Shrestha Bharat (EBSB), Support for Skill Based Higher Education/ Pradhan Mantri Kaushal Vikas Yojna, All Matters pertaining to PAC/ C&AG Audit Paras in respect of M/o Education.

5.	VACANT JS (HE)	Release of Plan & Non-Plan grants to UGC (except CUs), Policy matters pertaining to reservation policy, Matters relating to Innovation Schemes, OBC Cell, Representations about Major/ Minor Research Projects, Rajiv Gandhi National Fellowship, M.Phil/Ph.D, JRF/ SRF, Appointment of Chairman/ Vice Chairman/ Members of UGC, Coord. with UGC etc.
	Reporting through AS(Education) for National Education Policy & Implementation and SGoS [Work related to SGoS will be done through the Sections which are under JS(HE)]	EQUIP, All Legislative matters of HE sector relating to Universities; HE policy relating to Universities, National testing Scheme, Matters relating to State Universities, Central Financial Assistance on review of pay scales of teachers, Retirement age of Teachers, Scheme of National Research Professors
	Additional Charge to JS(NIT)	Deemed Universities, Private Universities and Action against Fake Universities (U3A)
		All matters relating to National Education Policy and Implementation; SGoS, ARPIT, PMMMMNMTT
		HE coordination, Anti Ragging issues etc. Gender Cell
6.	Shri Mrutyunjay Behera, EA (CU&A)	*All Matters relating to Central Universities
	*Reporting through AS(Education)	*IGNOU, Community College Scheme, ODL Education, Vancouver, Canada and CEMCA, Coordination work with SOUs with UGC & respective State Govts. etc.
		*Research Councils, Association of Indian Universities (AIU)
		Personnel Administration (Establishment)
		Preparation of Annual Report of Ministry of Education, Preparation/ Review of Citizens' Charter of D/o HE, Compilation of data relating to all legal matters and monitoring thereof in respect of Ministry of Education, FDI in Education
		All matters relating to Public Grievances
		SC/ST Cell, NER, PWD
		Parliamentary matters and Coordination
7.	Shri Syed Ekram Rizwi*, JS (S&S)	All matters related to Official Language, Hindi translation and inspection of Parliamentary Official Language
	Reporting through AS(Education)	General Administration (Services and Supply - S&S), Padma Awards, e-Office, HRM Discretionary Fund, Cash, RTI & IFC, Development of Online Fund Flow Mechanism, Fundamental Duties, YP Scheme, Dashboard of DHE, CMIS. *He will continue to hold the charge of Head of Department (HOD) for the Ministry of Education.

8.	Smt. Neeta Prasad, JS (ICC & Vig)	<p>International Cooperation, Relationship with International Organizations, Nominations for international conferences, selection of participants in UNESCO's activities, MGIEP, New Delhi; Permanent Delegation of India to UNESCO, Paris; UNESCO; Consulate General of India; Matters relating to SICI, USIEF, WTO etc. Study in India, SPARC</p> <p>Education Commission Matters; CABE matters; Design Innovation Centre; Celebration of National Education Day, 150 Anniversary of Mahatma Gandhi; Finance Commission matters concerning Education; RFD of the D/o Higher Education, NUEPA, Budget announcement and monitoring, Policy matters relating to Institutions of National Importance</p> <p>EBSB, SBA, National Digital Payment Mission and such other National Programmes, SMART campuses</p> <p>All Matters relating to KHS, CSTT, CIIL, CICT, NCPUL, NCPSL, SLBRSV, RSV, MSRVP</p> <p>Media Cell and external publicity</p> <p>All matters relating to Vigilance</p>
9.	Shri P.K. Banerjee, JS (Mgt)	<p>Management Education including IIMs, Fit India</p> <p>NCMEI Act, 2004, and amendments, NMCME and its subsequent reconstitution, Constitution of Committees like the Fatmi Committee by Ministry of Education for the education empowerment of minority communities and the ATN on the recommendations of these Committees, Court cases for minorities etc.</p> <p>All matters relating to External Scholarship Division, Scholarship relating to various Countries, Nominations to donor countries, Issue Certificates regarding "No Objection to Return to India" (NORI), All matters relating to "Special Scholarship Scheme for J&K", including scholarships/ fellowships by UGC and AICTE, DBT, Interest Subsidy Scheme, Credit Guarantee Scheme, Educational loans, CRU.</p>
10.	Shri R. Rajesh, DDG (Stats)	<p>Statistics relating to Higher Education, Preparation of documents "Analysis of Budgeted Expenditure on Education", Supply of data to UNESCO Institute of Statistics (UIS) and other International Agencies to the extent these relate to HE, Coordination work for this subject will be with HE, Work relating to plan Scheme HESPIS, AISHE, Co-ordination with NIC & Monitoring Implementation of Technical issues; Formulation of annual plans and Five Year Plans, review of programmes & schemes, Index of Service Production, BSLLD, Committees on Financial Statistics, Classification of Education, Co-ordination work with NSSO, Publication relating to "Examination Results".</p>

11.	Ms. Saumya Gupta, JS (NIT)	BOATs, Apprenticeship, NVEQF/ NSQF, NITIE, SLIET, NIFFT, NERIST, CIT, GKCIET, Coordination of CPSC activities and Sponsorship to Technical & Vocational Education Training Programmes, Community Radio Stations, Asian Institute of Technology, Bangkok, NITTTR
		All administrative and policy matters relating to all the NITs, Council of NITs, CUSAT, IEST Shibpur, DASA Scheme etc.
		National Book Trust, ISBN, Book Promotion
		SPA, Council of Architecture
		RashtriyaUchchatarShikshaAbhiyan (RUSA) - This work will be done through U-Policy Section