

Division	A statement of the categories of documents held by it or under its Control
Development Monitoring and Evaluation Office	Files / documents related to Administration, Accounts, Evaluation and Monitoring of schemes. These files are personal files of employees / service records / Appointment of AMA / Delegation of financial powers / Hiring of manpower/ procurement of items / payments / Budget / Appointment / Promotion / Posting & Transfer / TA/ Trg. Programmes / Empanelment of Research Institutes / Outsourcing of study / Evaluation of Centrally sponsored schemes / SDGs / Monitoring of Action Plan of different Ministries / Departments.
Data Management & Analysis	<ol style="list-style-type: none">1. Report of the Task Force on Projections of Minimum needs and Effective consumption demand, 1979 (Dr. Y.K. Alagh Committee)2. Report of the Expert Group on Programmes for Alleviation of Poverty, 1982 (M.S. Swaminathan Committee).3. Report of the Expert Group on Estimation of Proportion and Number of Poor, 1993 (Lakdawala Committee)4. Poverty Estimates for 2004-05.5. Report of the Expert Group to Review the Methodology for Estimation of Poverty, 2009 (Tendulkar Committee).6. Poverty Estimates for 2009-10.7. Press Note on Poverty Estimates, 2011-128. Poverty Estimates for Social Groups 2004-05 and 2011-129. Report of the Expert Group to Review the Methodology for Measurement of Poverty 2014 (Rangarajan Committee)10. Occasional paper on 'Eliminating Poverty: Creating Jobs and Strengthening Social Programs' prepared by Task Force on Elimination of poverty in India.

Agriculture	<ol style="list-style-type: none"> 1. Task Force Report on Agriculture 2. Expert Committee Report on Model Act related to Agricultural Land Leasing 3. Task Force Committee Report on Use of Technology for Agricultural Insurance (on going) 4. Working Group on Crop Husbandry, Agricultural Inputs, Demand and Demand and Supply projections (constituted but discussions yet to start) 5. Preparation of 15 year vision document, 07 years Strategy Paper and 03 years Action Plan on Agriculture.
S&T	<ol style="list-style-type: none"> 1. Constitution of Expert committee on Innovation and Entrepreneurship (vide OM No.13040/11/2015 CIT&I dated 12.4.2015) 2. Report of Expert Committee on Innovation and Entrepreneurship, August – 2015. <p>Reference : http://niti.gov.in/documents/reports</p>
Research	Annexure –I
Social Justice & Empowerment	Annexure –II
Admn IB	Guidelines relating to Internship, Young Professionals, Consultants, NITI Non-Resident Fellowship Programme etc.
Energy and International Cooperation Vertical	<p>The documents related to Energy Sector for:</p> <ul style="list-style-type: none"> • Central Ministries like M/o Petroleum and Natural Gas, Ministry of New and Renewable Energy, M/o Coal, M/o Power, States and PMO. • International and Bi-lateral Co-operation. • Studies/MoU Agreement with Knowledge Partners / Think Tanks and Industry Association • Report of Committee / Expert Group / Working Group etc.

RESEARCH DIVISION

Research Division administers Research scheme of NITI Aayog for carrying out research studies, seminars, and conferences etc. which are deemed necessary for achievement of the country's developmental objectives. The scheme/guidelines works in alignment with the objectives of NITI Aayog as indicated in the Cabinet Resolution dated January 1, 2015 for setting up of NITI Aayog. It also monitors the scheme of NITI Chair Professor Unit.

2. This division works as the secretariat of Research wing and coordinates with sectoral expertise of subject verticals thereby making the NITI as a dedicated think of top notch domain experts, specialists and scholars. The Research Scheme of NITI Aayog gives fund to institutions/organisations. The Research Division currently monitors, coordinates the following:

- (I) **Research Scheme of NITI Aayog**: The Scheme is being implemented as per the guidelines, 'Research Scheme of NITI Aayog, 2015' (hereinafter referred to as Scheme or RSNA). The broad functions of Research Division are as under:
- (i) Examination of funds for proposals seeking grant-in-aid/ non-financial support for:-
 - (a) Research studies
 - (b) International and National seminars/workshops/conferences
 - (c) Publication of research undertaken by Institutions/researchers affiliated to Institutions
 - (d) NITI fellowships for researchers/scholars affiliated to the university/deemed university for getting need-based research and
 - (e) Use of Logo / Emblem (under non-financial category) for seminars/ conference/ workshops/ Summits/ symposium/exhibitions/annual function, etc.
 - (ii) Follow up of ongoing studies/seminars approved under the Research Scheme.
 - (iii) Wider dissemination of the completed studies for wide use in Research & Development.
 - (iv) Compliance of Audit, RTI queries and Parliament Matters pertaining to the Division.

As per the Research Scheme of NITI Aayog, the various committees for reviewing the works related to research are RECCN (Research Evaluation Committee for Consultancy by Nomination), LEC (Logo Evaluation Committee) and SEC (Seminar Evaluation Committee). The detailed RSNA-2015 guidelines are available at the website of NITI Aayog at the link: niti.gov.in/guidelines

(II) **Chair Professor Units**: The NITI Aayog has 14 NITI Chair Professor Units on a Pan-India basis which was set up during 1995-96 by the erstwhile planning commission. The division also monitor and review these NITI Chair Professor Unit. These organizations carry out the economic research works as per the objectives of NITI Aayog. There is an advisory committee for the NITI Chair to give guidance to the NITI Chair Professor Units. These units are as below:

S.No	Name of the University/Chair Name	Name of unit	Location
1.	Jawaharlal Nehru University, Delhi	Sukhamoy Chakravarti Chair Professor unit	Centre for Economic Studies & Planning, School of Social Sciences, Jawaharlal Nehru University, New Mehrauli Road, New Delhi-110067
2.	Viswa Bharati University, Santiniketan	A.K Dasgupta Centre for Planning and Development	D/o Economics & Politics, Viswa Bharati, Santiniketan-731 235 (W.B)
3.	University of Allahabad, Allahabad	Planning and Development Unit	Deptt. of Economics, University of Allahabad, Allahabad-211002
4.	Indian Statistical Institute, New Delhi	Planning and Policy Research Unit	ISI, 7, S.J.S Sansanwal Marg, Near Qutab Hotel, New Delhi -110016
5.	Jadavpur University, Kolkata	Unit for Planning and Development	Department of Economics, 188, Raja S.C Mallik Road, Kolkata-700 032
6.	University of Mumbai, Mumbai	Chair and Unit in Planning and Development	Mahatma Gandhi Road, Mumbai- 400 098
7.	University of Madras, Chennai	Chair and Unit in Planning and Development	Department of Economics, Madras University, Chennai- 600 065 (Tamil Nadu)
8.	Punjabi University, Patiala	Planning Commission Chair	Department of Economics, Punjabi University, Patiala – 147 002
9.	University of Rajasthan, Jaipur	Planning & Development Chair	Department of Economics, University of Rajasthan, Jaipur -302004
10.	University of Mysore, Mysore	Planning Commission Chair and Unit,	Department of Studies in Economics & Cooperation, University of Mysore, Manasahangotri, Mysore-570006
11.	The Maharaja Sayajirao University of Baroda, Vadodara	Centre for Research in Planning and Development	Dept. of Economics, M.S University of Baroda, Vadodara – 390002, Gujarat
12.	Centre for Development Studies, Thiruvananthapuram	Planning Commission Chair	CDS, Prasanth Nagar, Ulloor, Thiruvananthapuram-695011 (Kerala)
13.	Gokhale Institute of Politics and Economics, Pune	D.R Gadgil Chair Professor and Planning Development Unit	GIPE, 846, Shivaji Nagar, B.M.C.C Road, Pune-411004
14.	Institute of Economic Growth, Delhi	Development Planning Centre (DPC)	University Enclave, University of Delhi (North Campus), Delhi-110007

NITI Aayog
(Social Justice and Empowerment Division)

Subject: Reference material- note on the functioning of SJE division

The main functions of the Division relate to the policies and programmes for the weaker sections of the society that may be at risk of not benefiting adequately from economic progress of the Country as stipulated in Rule 1 (i) e of the Allocation of Business Rules of NITI Aayog. The Division is to act as a vital think tank and link with Central Ministries/ Departments, State/UTs and International agencies, hold periodic reviews with different stakeholders involved in inclusive development of vulnerable sections, monitor progress made in achieving development goals and identify areas of development deficits for appropriate corrective measures.

2. The Division in NITI Aayog will provide overall policy and guidance to frame comprehensive policies and programmes for inclusive empowerment and human capital development of underprivileged sections of the society, such as Scheduled Castes (SCs), Scheduled Tribes (STs), Other Backward Classes (OBCs), Economically Backward Classes (EBCs), Nomadic, Semi-Nomadic and De-Notified Tribes (NT, SNT & DNTs), Minorities and Social Defence groups such as Persons with Disabilities (PwDs), Senior Citizens / Aged, Transgender, Victims of Substance Abuse / Drug Addicts, Destitutes and Beggars.

3. The SJ&E Division is also responsible for making special policies / strategies for the most deprived within these vulnerable sections (viz. Marginal and diminishing indigenous communities, manual scavengers, aged, destitute men, women and children.

A. The Specific Functions of the Division are as given below:

I. Empowerment of Scheduled Castes (SCs)

- vi. Central Policies and programmes of Nodal Ministry and line Ministries in-respect of Scheduled Castes,
- vii. Evaluation of all policies and programmes being implemented,
- viii. To undertake field visit to get the first hand information on the policy implications and development deficits in the sector,
- ix. Identification of priority areas / new strategies for inclusive development of underprivileged among Scheduled Castes.
- x. Special Central Assistance to Scheduled Castes Sub-Plan (SCA to SCSP)

VII. Empowerment of Other Backward Classes (OBCs)

- v. Central Policies and programmes of Nodal Ministry and line Ministries / Departments in-respect of empowerment of Other Backward Classes
- vi. Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- vii. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- viii. Identification of priority areas / new strategies for inclusive development of underprivileged among Other Backward Classes.

VIII. Welfare of Economically Backward Classes (EBCs)

- v. Central Policies and programmes of Nodal Ministry and line Ministries in-respect of empowerment of Economically Backward Classes
- vi. Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- vii. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- viii. Identification of priority areas / new strategies for inclusive development of underprivileged among Economically Backward Classes.

IX. Empowerment of Nomadic, Semi-Nomadic and De-Notified Tribes (NT, SNT & DNTs)

- v. Central Policies and programmes of Nodal Ministry and line Ministries in-respect of empowerment of NT, SNT & DNTs,
- vi. Periodic Monitoring and Evaluation of all policies and programmes being implemented for the NT, SNT & DNTs,
- vii. To undertake field visit to get the firsthand information on the policy implications and development deficits in the NT, SNT & DNTs,
- viii. Identification of priority areas / new strategies for inclusive development of underprivileged among NT, SNT & DNTs.

X. Development of Scheduled Tribes (STs)

- viii. Central Policies and programmes of Nodal Ministry and line Ministries in-respect of STs,

- ix. Programmes including specific projects like Integrated Tribal Development Projects (ITDP), Modified Area Development Approach (MADA), Pockets clusters of Tribal concentration for Scheduled Tribes,
- x. Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- xi. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- xii. Identification of priority areas / new strategies for inclusive development of Particularly Vulnerable Tribal Groups (PVTGs) and other vulnerable Groups,
- xiii. Integrated Tribal Development Programme and Scheduled Areas and Tribal Areas and Tribal Backward Regions Programmes and Left Wing Extremism Affected Tribal Areas Development,
- xiv. Special Central Assistance to Tribal Sub Plan and Grants under Article 275(1) of the Constitution.

XI. Empowerment of Minorities

- x. Central Policies and programmes of Nodal Ministry and line Ministries in-respect of empowerment of Minorities,
- xi. Maulana Azad Education Foundation
- xii. National Minorities Development and Finance Corporation
- xiii. Prime Ministers' New 15 Point Programme & Multi Sector Development Programme for Minority Concentration Districts (MSDP).
- xiv. Action taken on Sachar Committee Report
- xv. Periodic Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- xvi. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- xvii. Identification of priority areas / new strategies for inclusive development of underprivileged among Minorities.
- xviii. Policies relating to National Institutions, Autonomous Bodies, Corporations and Foundations under Nodal Ministry.

B. Social Defence Groups

I. Empowerment of Persons with Disabilities (PwDs)

- xiv. Central Policies and programmes of Nodal Department and line Ministries in-respect of empowerment of PwDs
- xv. National Handicapped Finance and Development Corporation,

- xvi. National Trusts for Handicapped,
- xvii. National Institutions for Handicapped,
- xviii. National University for Rehabilitation Sciences and Disability Studies.
- xix. Periodic Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- xx. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- xxi. Identification of priority areas / new strategies for inclusive development of underprivileged among PwDs.
- xxii. Disabilities (Equality, Opportunities, Protection of Rights and Full Participation) Act, 1995

II. Protection and Welfare of Aged / Senior Citizens,

- iii. Central Sector Schemes of the Department of Social Justice & Empowerment and other line Departments / Ministries.
- iv. National Trust for Aged
- xxiii. Periodic Monitoring and Evaluation of all policies and programmes being implemented for the sector,
- xxiv. To undertake field visit to get the firsthand information on the policy implications and development deficits in the sector,
- xxv. Identification of priority areas / new strategies for inclusive protection, welfare and safeguard the interest of Senior Citizens,
- xxvi. National Commission for Senior Citizens

VI. Rehabilitation & Resettlement of Drug Addicts,

- i. Central Sector policies and programmes for rehabilitation and resettlement of victims of substance abuse and policies for drug demand reduction,
- ii. National Institution for Social Defence

VII. Empowerment of Transgender,

- i. Central Sector policies and programmes for protection, welfare and empowerment of Transgender persons,
- ii. National Institutions, Corporations, Boards for Transgender persons.

VIII. Welfare & Rehabilitation of Destitutes and Beggars

- iii. Central Sector policies and programmes for welfare and empowerment of Destitutes and Beggars,

- iv. National Institutions / Corporations/ Boards for Destitutes and Beggars,

C. Other Functions

- xiii. Examination of SFC, EFC, COS and Cabinet/CCEA Notes of the Ministries of Social justice and Empowerment, Tribal Affairs and Ministry of Minority Affairs.
- xiv. Research Advisory Committee of the Ministries of Social justice and Empowerment, Tribal Affairs and Ministry of Minority Affairs.
- xv. Reports of the Parliamentary Committee on the Welfare of SCs, STs, OBCs, EBCs, NT, SNT, & DNTs, PwDs, Minorities, Social Justice and the related Parliamentary work,
- xvi. All the National/apex level Finance and Development Corporations for Scheduled Castes, Scheduled Tribes, Other Backward Classes and PwDs such as NSFDC, NSKFDC, NSTFDC, NBCFDC, NHFDC, NMFDC and National Commissions, National Trusts, National Institutions, Boards, Trusts, Councils, Committees etc.,
- xvii. Coordination of the work of all the Working Groups, Steering Committees and Consultative Committees and Task Force related to the welfare of SCs, STs, OBCs, EBCs, PwDs, Senior Citizens, Minorities and others,
- xviii. Examination of research proposals referred by the different Research Institutes and other Policy matters referred to the NITI Aayog,
- xix. Examination of Reports of the National Commission for Scheduled Castes, Scheduled Tribes, Manual Scavengers / Safai Karamcharis, Other Backward Classes, De-notified and Semi Nomadic and Nomadic Tribes, Senior Citizens, National Commission for Minorities etc,
- xx. Information related to RTI
- xxi. Conferences, Seminars and Workshops on the subjects concerning of the sectors.
- xxii. National Policy for tribal, Older Persons, Persons with Disabilities and Rehabilitation and Resettlement policy for tribal, Drug Addicts, Destitutes and other vulnerable groups,
- xxiii. Identification and allocation of resources for priority areas for infrastructure and human capital development of disadvantaged including upliftment of skills and creation of livelihood opportunities to benefit the target groups to the greatest extent.
- xxiv. Establishing convergence with different stakeholders involved in inclusive welfare and development of disadvantaged sections and social defence groups.

D. Social Legislations

All references relating to the following legislations:

- xvii. The Protection of Civil Rights (PCR) Act, 1955
- xviii. The SC & ST Prevention of Atrocities (POA) Act, 1989
- xix. The Rehabilitation Council of India Act, 1992
- xx. The National Commission for Backward Classes Act-1993
- xxi. The National Commission for Safai Karamcharis Act, 1993
- xxii. The Persons with Disabilities Act.1995
- xxiii. The Panchayat Extension to Scheduled Areas Act-1996,
- xxiv. The National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disability Act, 1999
- xxv. The Forest Rights Act, 2006
- xxvi. The Maintenance and Welfare of Parents and Senior Citizens Act, 2007,
- xxvii. The Prohibition of Employment as Manual Scavengers and their Rehabilitation Act, 2013.
- xxviii. The Durgah Khwaja Sahib Act, 1955
- xxix. The Waqf Act 1955
- xxx. National Commission for Minorities Act 1992
- xxxi. The Wakf (Amendment) Act 2013
- xxxii. The Central Wakf Council (Amendment) Rules 2014

E. Linked Ministries:

I. Ministry of Social Justice & Empowerment

c. Department of Social Justice and Empowerment

d. Department of Empowerment of Persons with Disabilities

II. Ministry of Tribal Affairs

III. Ministry of Minority Affairs

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Voluntary Action Cell (VAC)

1. NITI Aayog has been designated as a nodal agency for coordinating the interface between the Government and Voluntary Organisation in India (carried forward from erstwhile Planning Commission), as per a decision taken by the Committee of Secretaries on 22nd March, 2000. The main role assigned to the Voluntary Action Cell (VAC) is to prepare a database on Voluntary Organisations (VOs) / Non-Government Organisation (NGOs) and to prepare Policy Guidelines for better Government and Voluntary Sector relationship. A National Policy on the Voluntary Sector, prepared by the Cell, has been approved by the Cabinet and notified in July 2007.
2. The National Policy on the Voluntary Sector has the following main objectives:
 - v. To create an enabling environment for VOs that stimulates their enterprise and effectiveness and safeguards their autonomy;
 - vi. To enable VOs to legitimately mobilise necessary financial resources from India and abroad;
 - vii. To identify systems by the Government may work together with VOs, on the basis of the principles of mutual trust and respect; and
 - viii. To encourage VOs to adopt transparent and accountable systems of governance and management.
3. The major functions of Voluntary Action Cell are as follows:
 - i. To operationalize the National Policy on the Voluntary Sector, the Cell formulated Policy Guidelines for various State Governments / UT Administrations and Departments/Ministries for better Govt.-VO Collaboration.
 - ii. Maintenance of NGO-PS Portal: The NGO Partnership System, a web based portal has been designed, developed and put in to operation by the NITI Aayog, in collaboration with the NIC and with the cooperation of the Key participating Ministries. The objective is to put in the public domain a database of VOs/NGOs who have signed up on the portal; which would enable NGO's to
 - iii. Get details of VOs/NGOs across India
 - iv. Get details of Grant Schemes of Key Ministries/Departments
 - v. Apply online for Grant
 - vi. Track status of application
 - vii. The Voluntary Action Cell under the Civil Society Window initiative organizes presentations by representatives of VOs / NGOs / CSOs on different development-related subjects.
 - viii. A Large number of VOs working in different sectors and states interact with the Cell to get information on various issues relating to the voluntary sector.

4. Linked Ministries

All Ministries/Departments implanting schemes through NGOs.

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NITI Aayog
(Social Justice and Empowerment Division)

Subject: Level of Approval in SJE Division.

SL. No.	Item of work	Channel of Submission	Level at which cases are disposed of finally
1	2	3	4
1	Policy and Programmes, priorities, thrust areas and issues for social inclusion and economic development of SCs / STs / OBCs/ EBCs/ Safai Karmacharies PwDs/ Minorities / Social Welfare Groups i.e. Transgender, Drug Addicts, Senior Citizens / Elderly and Destitutes .	RO-SRO Adviser/ Additional Secretary	CEO / Member/ Vice Chairman
2	Examination of SFC/EFC, Cabinet Notes and other policy issues of the Schemes of Ministry of Social Justice & Empowerment, Ministry of Tribal Affairs and Ministry of Minority Affairs.	RO-SRO Adviser/ Additional Secretary	CEO / Member / Vice /Chairman
3	Inter-Ministerial matters dealing with policies, programmes, priorities and funding etc.	RO-SRO Adviser / Additional Secretary	CEO/Member / Vice Chairman
4	Revamping of Scheme of Post-Matric Scholarship for SCs, Revamping of Tribal Research Institutes, Parliament matters.	Adviser	Additional Secretary / CEO / Vice Chairman
5	States/ UTs consultation relating to policies, programmes and best practices concerning the subjects dealt in the SJE Division	RO-SRO/Adviser	Additional Secretary / CEO / Vice Chairman
6	VIP references	RO-SRO Adviser/	Additional Secretary CEO / Member
7	Supply of information on the subject to the other divisions in the NITI Aayog	RO-SRO	Adviser
10	Starred Question	RO-SRO Adviser/ Additional Secretary / CEO	Minister of State for Planning
	b) Supply of material to other Divisions in the NITI Aayog	RO-SRO	Adviser/ Additional Secretary

SL. No.	Item of work	Channel of Submission	Level at which cases are disposed of finally
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
	c) Supply of material to other Ministries/Department	RO-SRO	Adviser/Additional Secretary
11	Replies to the Questionnaire and Action taken notes on the Reports of the Parliamentary Committee(s)	RO-SRO Adviser/ Additional Secretary	CEO / Member
12	References from Commissions for SCs/STs/Safaikarmacharies/ Human Rights Commission / DNT Commission /Minorities and other High Level Committees/Commissions	RO-SRO Adviser /Additional Secretary	CEO / Member Vice Chairman
13	Review of the programmes of the Ministries of Social Justice & Empowerment, Ministry of Tribal Affairs and Ministry of Minority Affairs.	RO-SRO	Adviser/ Additional Secretary CEO
14	Preparation of briefs, papers, background notes etc.	RO-SRO	Adviser/ Additional Secretary
15	Other references like letters received from individuals/Organisations etc.	RO-SRO	Adviser/ Additional Secretary
16	Pure routine matters	RO-SRO	Adviser

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