

As on 31.03.2022

Manual - 7

A statement of the categories of documents that are held by it or under its control.

F.No. A-52012/9/2021-Adm.IV
Government of India
NITI Aayog

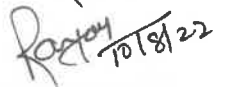
Sansad Marg, New Delhi,
Dated the 10th August, 2022

OFFICE MEMORANDUM

Subject: Information in respect of Section 4(i)(b) of RTI Act, 2005 – reg.

The undersigned is directed to forward herewith the information under Manuals 1 & 7 u/s 4(i)(b) of RTI Act, 2005 in respect of Admin.IV section, NITI Aayog for the F.Y. 2021-22 as under for further necessary action at your end:

Manual	Particulars	Information
Manual 1	Functions of Admin.IV Section	Encl. at Annexure-I
Manual 7	Work allocation of officers dealt in Admin.IV section	Encl. at Annexure-II
Manual 17	Details of CPIO & FAA	<u>CPIO</u> : Shri Ajay Joshi, Under Secretary, Room no. 411, NITI Aayog, Phone 23042411, email: a.joshi@nic.in <u>FAA</u> : Smt. Poornima Malik, Deputy Secretary (retd.), Room no. 404, Phone 23042404, email: poornima.malik@nic.in


(Ranjay Kumar)
Section Officer

Encl.: As above.

RTI Cell, NITI Aayog

Sl. No.	Name of Staff	Designation	Name of Officer	Designation/ Division
1	M K Talwar	PSO/Sr. PPS	CEO (NITI Aayog)	CEO
2	H Subair	Sr.PPS	Prof. Ramesh Chand	Member
3	K Sundar	Sr.PPS	Dr. V. K. Saraswat	Member
4	Kusum Agarwal (Ms.)	Sr.PPS	Sudhendu Jyoti Sinha	Adviser
5	Latha Venkatesan (Ms.)	Sr. PPS	Available	
6	Lucy Bara (Ms.)	Sr. PPS	Shubhrata Prakash	Director
7	Neetu	Sr.PPS	Available	
8	Rajesh Sharma	Sr.PPS	Prof. Ramesh Chand	Member
9	Sangeeta Jain (Smt.)	Sr. PPS	Jayant Sinha	AS/FA
10	A Vijaya Menon (Ms.)	PPS	Dr. Sanjeev Sanyal	Member(EAC)
11	Anand Gogia	PPS	Avinash Mishra [GCS]	Adviser
12	Archana Bhatnagar (Ms.)	PPS	Sanyukta Samaddar (Ms.)	Adviser
13	Bhagwat Prasad	PPS	Available	
14	Geeta Pandey (Smt.)	PPS	Vandana Sharma/Jawahar Lal	Dy. Adviser/Chief Engineer energy
15	J Varalakshmi (Ms.)	PPS	Sudhir Kumar	Adviser
16	Jyoti Narula (Ms.)	PPS	Kulwant Singh Rana/ Harshit Mishra	Dy. Secy./SRO
17	Keshav Patait	PPS	Chintan Vaishnav	Director(Mission)
18	Konki Krishna Rao	PPS	Shri Bibek Debroy	Chairman (EAC)
19	Hema Arora	PPS	Jagriti Rohit Single	Director
20	M Senthil Rathinam	PPS	Ministry of Extranal Affairs	
21	Manu Ram Tudu	PPS	Sanjeet Singh	Sr. Lead (HR)
22	Mukta Agarwal	PPS	Surendra Patel	Deputy Secy
23	Manjula Malik (Ms.)	PPS	Neeraj Sinha	Sr. Adviser
24	Padmavathi Ravi (Smt.)	PPS	Suman Kumar Bery	Vice Chairman
25	Pradeep Rawal	PPS	Dr. Neelam Patel	Sr. Adviser
26	Preeti Bhatia	PPS	Dr. Badri Narayanan Gopalkrishnan,	Adviser
27	Rachna Varshney (Ms.)	PPS	Anurag Goyal	Sr. Adviser
28	Ram Bhagat Yadav	PPS	Yogesh Suri	Sr. Adviser
29	Rekha Madhok (Ms.)	PPS	Rajib Kumar Sen	Sr. Adviser
30	Ritu Thakral	PPS	Arvind Mehta	Sr. Fellow
31	S Venkatasubramanian	PPS	O/o of Member (VKP)	Member
32	Sangeeta Chopra (Ms.)	PPS	Partha Sarathi Reddy Chevuru	Adviser
33	Sneh Lata (Ms.)	PPS	Pawan Kumar Sain	Joint Secy(EAC)
34	Sonia Motwani (Ms.)	PPS	Suman Kumar Bery	Vice Chairman
35	Sumitra Kumari (Smt.)	PPS	Manash Chaudhury	Jt. Adviser
36	Surinder Jeet Kaur Anand	PPS (H)	Lt Col. Updesh Kumar Shama	Jt. Adviser
37	Sushma Narang (Ms.)	PPS	Shailendra Kumar Dwivedi	Jt. Secy (DMEQ)
38	Urvashi (Smt.)	PPS	Kundan Kumar	Adviser
39	Yogeshwar Kumar	PPS	Rajnath Ram	Adviser
40	Anita Kohli (Smt.)	PS	N.K. Vidyarthi	Director
41	C K Subramanian	PS	K. S. Rejimon	Jt. Secy
42	Kiran (Ms.)	PS	Ratan P Watal	Pr. Adviser
43	Kiran Bala	PS	Shashi Pal	Director
			Urmila	Director
44	Mahija Raveendran (Ms.)	PS	Harendra Kumar/ M Vijay Kumar	Jt. Adviser
45	Manoj Kumar Saxena	PS	Ms. Shalini Prasad	Special Secy
46	Mukesh Kumar	PS	Anurag Goyal	Sr. Adviser
47	Rajib Kumar Singh	PS (H)	Dr. Prem Singh	Adviser (Adm.)
48	Rekha Narang (Smt.)	PS	Available	
49	Sanjay Kumar Gupta	PS	Anna Roy	Adviser
50	Sapna Sharma (Ms.)	PS	Vinod Kumar	Dey. Secy

Sl. No.	Name of Staff	Designation	Name of Officer	Designation/ Divison
51	Shubhangi Sharma	PS	Neeraj Sinha	Sr. Adviser
52	Sunil Kumar II	PS	Rao Inderjit Singh	MOS (Planning)
53	Anantnarayan TR	PS	Available	
54	Ankurita (Ms.)	PA	Kundan Kumar	Adviser
55	Archana Pathak (Ms.)	PA	Rama Kamaraju	Sr. Consulatant
56	Govind Singh	PA	Hemant Kumar Meena	Dy. Secretary
			Devendra Dhaggara	Dy. Adviser
57	Manoj Kumar Meena	PA (H)	O/o of Member (VKP)	Member
58	Meenakshi Kukreti (Ms.)	PA	Rajesh Gupta	Director
59	Madhu Bangwal (Ms.)	PA	Avalable	
60	Neeraj Balhara	PA	Rao Inderjit Singh	MOS (Planning)
61	Rajni Porshwal (Ms.)	PA	Rakesh Rajan	Sr. Consulatnat
62	Rajveer Singh	PA (H)	Partha Sarathi Reddy Chevuru	Adviser
63	Ravi Bhusan Kumar	PA (H)	Thyagaraju BM (Dr.)	Dy. Adviser
64	Sanjay Kumar Marmit	PA (H)	Saurabh Thukral	Sr. Specialist
			Ravi Nandi	Sr. Specialist
65	Shikha (Ms.)	PA	Avinash Champawat	Director
66	Shilpi Singhal (Ms.)	PA	On Maternity leave (03.03.2022 to 29.08.2022)	
67	Sonia (Ms.)	PA	On Maternity leave (21.08.2021 to 25.05.2022)	
68	Vinay Kumar	PA (H)	Navin kumar Toppo	Assistant Director
69	Vinod	PA	G. Jagannath	Dy Secy (HOD)
70	Yogesh Kumar	PA (H)	Ms. Shalini Prasad	Special Secy
71	Ajeet Kumar	Steno (H)	Dr. Muni Raju SB	Dy. Adviser
			Dr. B. Bishoi	Dy. Adviser
72	Amjad Khan	Steno (H)	Dr. Neelam Patel	Sr. Adviser
73	Ankur Yadav	Steno	A A Sonkusare	Dy. Adviser
74	Anurag Kumar Sinha	Steno (H)	Available	
75	Arjun Singh	Steno (H)	K. Madan Gopal	Sr. Consulatnat
76	Deepak Bisht	Setno (H)	Navin Kumar Toppo	Asst. Director
77	Govind Vashishtha	Steno	Sudhendu Jyoti Sinha	Adviser
78	Har Pal	Steno (H)	S.K. Sadhu	Dy. Secy
79	Manpreet Kaur	Steno	Saurabh Rishi/ Rupesh Singh	Sr.Specialist/Sr. Specialist
80	Neeraj Kumar	Steno (H)	Prof. Ramesh Chand	Member
81	Nishant	Steno	Dr. Prem Singh	Adviser(Adm)
82	Rahul Pal	Steno	Peeyush Kumar, JS (DBT)	
83	Sachin Kumar Tripathi	Steno	CEO (NITI Aayog)	CEO Office
84	Seema Rani (Ms.)	Steno	Shoyab Ahmed Kalal	Dy. Secy
85	Sourav Kumar	Steno (H)	Amitabh Kant, G20 Sherpa	Deputation basis (MEA)
86	Usha Patel	Steno (H)	Amit Verma	Director
87	Vijay Bahadur Yadav	MTS	Sh. Suman Bery	Vice Chairman's Office
88	Bhura Singh	MTS		Vice Chairman's Office
89	Ravinder Kumar	MTS		Vice Chairman's Office
90	Ashok Kondan	MTS	Rao Inderjit Singh	MOS Office
91	Basant Ram	MTS	Dr. V K Paul	Member
92	Mandeo Mahto	MTS	Parameswaran Iyer	CEO NITI Aayog
93	R Veeramani	MTS		CEO NITI Aayog
94	Vijay Kumar	MTS		CEO NITI Aayog
95	Deepak Vyas	MTS	Ashish Upadhyay	SS/FA
96	Rakesh Kumar-I	MTS	Pawan Kumar Sain	Joint Secy(EAC)
97	Akash Rajoria	MTS	Ratan P Watal	Pr. Adviser
98	Bijender Singh	MTS	Dr. Neelam Patel	Sr. Adviser
99	Asgar Ali	MTS		

Sl. No.	Name of Staff	Designation	Name of Officer	Designation/ Divison
100	Krishan Pal	MTS	Sh. Anurag Goyal	Sr. Adviser
101	Sanjay Kumar-I	MTS		
102	Kuldeep Singh Rawat	MTS	Rajib Kumar Sen	Sr. Adviser
103	Jai Singh	MTS	Ms Shalini Prasad	Special Secy
104	Shiv Kujmar	MTS		
105	Vijay Singh	MTS	Partha Sarathi Reddy Chevuru	Adviser
106	Kanhaiya Prasad	MTS	Sudhendu Jyoti Sinha	Adviser
107	Daya Kishan	MTS	Rajnath Ram	Adviser
108	Bansidhar Prasad	MTS	Yogesh Suri	Adviser
109	Anand Mani	MTS	Neeraj Sinha	Adviser
110	Gyanender Singh	MTS		
111	Virender Sah	MTS	Sudhir Kumar	Adviser
112	Susheel Kumar-I	MTS	Kundan Kumar	Adviser
113	Uma Shankar	MTS	Sanjeet Singh	Sr. Lead
114	Tek Chand	MTS	K S Rejimon	Jt. Secretary
115	Sri Ram Gond	MTS	G C S Division /Saloni Goel	Division/ Sr. Specialist
116	Devender Kumar	MTS	Bishwanath Bishoi/ Managing Urbanisation Div.	Dy. Adviser/ Division
117	Suraj	MTS	Jagriti Rohit Singla/ Lt. Col. Updesh Kumar Sharma	Director/ Jt. Adviser
118	C B Pandey	MTS	Amit Verma/ M. Vijay Kumar	Director/Jt. Adviser
119	Satya Pal	MTS	A Sonkusare/ E & F Division / Sh. Gaurav Sharma	Jt. Adviser/Division /Sr. Specialist
120	Sushila Devi	MTS	Manash Chaudhury/ Agriculture Division	Jt. Adviser/Division
121	Rishi Kumar	MTS	S.K. Sadhu/Vigilance Cell	Dy.Secy/ Division
122	Surinder Kumar-II	MTS	C M Section/Ashok Kumar	US/ C M Section/US
123	Paramjeet	MTS	IF Cell/ Sh.S. Gopal Krishna	Under Secretary
124	Manoj Kumar-I	MTS	Jawahar Lal/ Rajesh Gupta	Director / Director
125	Raj Kumar III	MTS	Varina Nathani / Niraj Singh	Under Secy/Under Secy
126	Saroj Bala	MTS	Harender Kumar/ Harshit Mishra/ Dr. Thyagraju	Jt. Adviser/ Dy. Adviser/Dy. Adviser
127	Sumitra	MTS	R Sarvnabhavan/ Sh. G. Nagarajan	SRO/ Under Secretary
128	Raj Dulari	MTS	Preeti Sayal/ Abhishek Agarwal/ Devendra Dhagarra/ Neena Bhatia	Sr. Specialist/ Sr. Specialist/ Dy. Adviser/ Sr. Specialist
129	Abhay Kumar	MTS	Saurabh Rishi/ Amrit Pal Kaur/ Randhir Singh	Sr. Specialist/ Sr. Specialist/ Sr. Specialist
130	Rajinder Singh	MTS	Hement Kumar Meena/ Ritu Mathur	Director/ Sr. Specialist
131	Surinder Kumar-I	MTS	Pension & APAR Cell	
132	Harender Mahto	MTS	SJE/Dr. Muniraju S.B/Surendra Patel	Dy. Adviser/Dy. Secy
133	Sri Pal	MTS	VAC Cell	
134	Vinod Kumar	MTS	C R Branch	
135	Beer Singh	MTS	C R Branch	
136	Jaimal Singh	MTS	D P Division	
137	Chet Ram	MTS	F R Division/I Divison	
138	Bhriгу Nath	MTS	Gen.IV Section	
139	Devender Singh	MTS	Gen. II Section	
140	Awadhesh Prasad	MTS	Industry&Minral	
141	Rajinder Singh Rana	MTS	Power & Energy & PPPAU	
142	Subodh Kumar	MTS	Library	
143	Jagpal Singh	MTS	Account-I Section	
144	C. S. Joshi	MTS	D P/ Rupesh Singh, Sr. Specialist	
145	Ram Dular Manjhi	MTS	Parliament Section	
146	Surender Kumar-III	MTS	Photostate Unit	
147	Kanhaiya Lal	MTS	Protocol Section	
148	Sanjay Kumar-II	MTS	O &M Section	
149	Anil Kumar Ravi	MTS	Research Division	

Sl. No.	Name of Staff	Designation	Name of Officer	Designation/ Divison
150	Lalit Kumar	MTS	Transport Division	
151	Yash Pal	MTS	WR Division (room 436)	
152	Inder Lal	MTS	Available	
153	Ganesh Dass	MTS	On Medical Leave 16.12.2021	
154	Satya Prakash	MTS	Night Duty	
155	Ganesh Kumar	MTS	Sudhendu Jyoti Sinha	Adviser
156	Suraj Bhan	MTS	Available	
157	Suresh Kumar-III	MTS	Shubhrata Prakash	Director
158	Mahavir Singh	MTS	Available	
159	Suresh Kumar-II	MTS	Available	
160	Rakesh kumar-II	MTS	Assistant Secretary	
161	Indra Rani	ALIO	Library, NITI Aayog	
162	Varsha Satija	LIA	Library, NITI Aayog	
163	Ram Karan Pal	LIA	Library, NITI Aayog	
164	Rajesh Kumar	LIA	Library, NITI Aayog	
165	Santosh Kumari	Library Clerk	Library, NITI Aayog	
166	Mukesh Kumar	SC Driver Gr I	Staff Car Cell	
167	Sanjeev Kumar	SC Driver Gr I	Staff Car Cell	
168	Ramjorey	SC Driver II	Staff Car Cell	
169	Dilbagh Singh	SC Driver II	Staff Car Cell	
170	Bhagu Ram	SC Driver II	Staff Car Cell	
171	Chander Pal	SC Driver II	Staff Car Cell	
172	Mahinder Singh	SC Driver II	Staff Car Cell	
173	Rajeev Kumar	SC Driver II	Staff Car Cell	
174	Hira Lal II	SC Driver O.G	Staff Car Cell	
175	Ram Naresh	SC Driver O.G	Staff Car Cell	
176	Prem Singh Negi	SC Driver O.G	Staff Car Cell	
177	Virender Yadav	SC Driver O.G	Staff Car Cell	
178	Manoj Kumar	Dispatch Rider	CR Branch	
179	Arvind Chauhan	Dispatch Rider	CR Branch	
180	Subin Das D	Dispatch Rider	CR Branch	
181	Amit Bhushan	Canteen Manager	Departmental Canteen	
182	Mohan Singh	Asstt. Manager-cum Storekeeper	Departmental Canteen	
183	Kaley	Halwai-cum-cook	Departmental Canteen	
184	Raj Singh	Asstt. Halwai-cum-cook	Departmental Canteen	
185	Jagdish Prasad	Clerk	Departmental Canteen	
186	Dinesh Sharma	Canteen Attendent	Departmental Canteen	
187	Hari Chand	Clerk	Departmental Canteen	
188	Ram Sanjeevan Thakur	Asstt. Halwai-cum-cook	Departmental Canteen	
189	Dev Pal Singh	APEO	Photo State Unit	
190	Ankit Kaushik	Assistant Welfare Officer	Welfare Section	
191	P Nanda Kumar	Protocol Officer	Protocol Section	
192	Khush Mohammad Ali	Protocol Assistant	Protocol Section	

ऐनी जॉर्ज मैथ्यू
अपर सचिव (कार्यिक)
Annie George Mathew
Additional Secretary (Pers)
Tel. : 23093283
Fax : 23092652
E-mail : mathewag@nic.in



भारत सरकार
वित्त मंत्रालय
व्यय विभाग
३६-ए, नॉर्थ ब्लॉक, नई दिल्ली-110001
GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF EXPENDITURE
39-A, North Block, New Delhi-110001
9th December, 2021

D.O. No. 12(2)/E.Coord/2021

Dear Sir/Madam,

Kindly refer to Secretary (Expenditure) & Finance Secretary's DO letter no. 12(2)/E.Coord/2021 dated 05.02.2021 regarding clearance of outstanding C&AG and PAC paragraphs against your Ministry/Department in compliance with PAC/CoS directives.

2. The meeting of Committee of Secretaries (CoS) chaired by Cabinet Secretary to review pendency of Action Taken Notes on C&AG Audit paras/PAC recommendations was held on 21.07.2017. The CoS had directed that the pendency should be reduced to zero by 31.12.2017. However, the targets set by CoS have not been achieved fully by Ministries/Departments despite regular pursuing of the matter at different levels by this Department.

3. Time to time PAC has also expressed serious concern on non-submission of ATNs/ATRs on C&AG/PAC paragraphs within the prescribed time limit of 04 months/06 months respectively and directed to take remedial steps to ensure compliance. I am constrained to state that Ministries/Departments are still not adhering to the timelines prescribed for the submission of ATNs/ATRs.

4. As on 21.11.2021, as per the Audit Para Monitoring System (APMS) portal, 1290 C&AG paras & 280 PAC paras are pending against various Ministries/Departments for submission of ATNs/ATRs (copy enclosed).

5. Therefore, I request you to personally look into the matter to expedite the clearance of outstanding C&AG & PAC paragraphs against your Ministry/Department in compliance with the PAC/CoS directives.

With regards,

Yours sincerely,

End: as above

smathew
(Annie G. Mathew)

Financial Advisers of all Ministries/Departments

Pendency Report of PAC para and CAG para upto 21/11/2021			
S.N.	Ministry Name	Total PAC para	Total C&AG para
1	Agri. Res. Education	2	0
2	Admin Reform & public griv.	0	0
3	Agri. Coop. and Farmer Welf.	0	0
4	Animal Husbandry	0	0
5	Atomic Energy	0	0
6	Ayush	0	9
7	Bio Technology	0	0
8	CBDT	0	3
9	Central Excise	9	549
10	Chemical And Petrochemical	0	234
11	Civil Aviation	0	0
12	Coal	5	1
13	Commerce	0	1
14	Consumer Affairs	21	32
15	Corporate Affairs	0	0
16	Culture	0	1
17	Custom	0	5
18	Defence	8	148
19	Development of N-E Region	82	60
20	Drinking water and sanitation	0	0
21	DSIR	0	2
22	Earth Sciences	0	1
23	Economic Affairs	0	2
24	Electronics and IT	6	0
25	Emp of person with Disab. Aff	0	0
26	Env. Forest and Climate change	0	0
27	Expenditure	1	4
28	External Affairs	13	2
29	Fertilizers	3	5
30	Financial Services	0	0
31	Food and Public Distribution	0	1
32	Food Processing Industries	0	0
33	Health and Family Welfare	0	0
34	Health Research-ICMR	51	4
35	Heavy Industry	0	0
36	Higher Education	0	0
37	Home Affairs	2	10
38	Housing & Urban Affairs	4	19
39	INDIAN AUDIT AND ACCOUNTS DEPARTMENT	6	12
40	Industrial Policy And Promotion	0	0
41	Information and Broadcasting	0	0
42	Invest. and Public Asset Mgmt	0	0
43	Justice	0	0
44	Labour & Employment	0	0
45	Land Resources	0	0
46	Legal Affairs	0	0
47	Legislative	0	1
48	Micro Small & Medium Enter.	0	0
		11	1

49	MINES			0
50	Minority Affairs		0	0
51	National Aids Control Org.		0	0
52	New & Renewable Energy		0	0
53	Niti Aayog		0	1
54	Panchayati Raj		0	0
55	Parliamentary Affairs		0	0
56	Pensions and pensioners welfare		0	0
57	Personnel and Training		0	0
58	Petroleum and Natural Gas		0	0
59	Pharmaceuticals		5	5
60	Posts		0	1
61	Power		5	0
62	Public Enterprises		0	2
63	Railways		0	0
64	Revenue		1	70
65	Road Transport & Highways		6	27
66	Rural Development		0	1
67	School Edu and Literacy		0	2
68	Science and Technology		4	0
69	Shipping		0	0
70	Skill Development and ENTR		0	11
71	Social Justice & Empowerment		0	0
72	SPACE		0	3
73	Sports		0	3
74	Statistics and Progra. Imple.		0	5
75	Steel		0	0
76	Telecommunications		0	0
77	Textiles		1	43
78	Tourism		23	1
79	Tribal Affairs		0	3
80	Water Resources, RD and GR		0	1
81	Women and Child Development		8	4
82	Youth Affairs		3	0
Total	Pending Paras		0	0
			280	1,290