

*As on December, 2009*

**Work Allocation among Senior Officers (Addl. Secretary / Joint Secretary level) in the  
Ministry of Environment and Forests**

**I. Shri R.H. Khwaja, Additional Secretary**

1. Control of Pollution including administration of Central Pollution Control Board
2. Hazardous Substances Management Division
3. Clean Production/Technology
4. National River Conservation Directorate
5. National Lake Conservation Plan
6. Environmental Policy & Law (including Legal Cell)
7. Sustainable Development
8. United Nations Convention to Combat Desertification
9. Media
10. Plan Coordination
11. Economic Cell
12. Trade and Environment
13. Statistical Cell
14. Annual Report of the MoEF
15. State of Environment Reports
16. Environmental Information (EI) including Indira Gandhi Paryavaran Puraskar
17. World Bank Industrial Development Capacity Building Project
18. Environmental Health
19. Environment Education

**II. Shri J.M. Mauskar, Additional Secretary**

1. Impact Assessment
2. Coastal Regulation Zones
3. National Communications
4. Climate Change (CC) (including CDM & UNFCCC)
5. Ozone Cell and Montreal Protocol
6. Global Public Goods

**III. Shri M.F. Farooqui, Additional Secretary**

1. Bio-Safety including Cartagena Protocol and Genetic Engineering Approval Committee
2. Convention on Biological Diversity and National Bio-diversity Strategy and Action Plan
3. National Biodiversity Authority
4. Biodiversity Conservation
5. Wetlands and Ramsar Convention
6. Administration (including General Administration, General Coordination, Parliament, Internal Work Study Unit, Protocol/Public Grievance Redressal Cell & Administration of Regional offices and Right to Information Act)
7. Botanical Survey of India and Zoological Survey of India
8. Salim Ali Centre for Ornithology and Natural History
9. E-Governance

10. International Cooperation
11. IUCN- World Conservation Union
12. Animal Welfare
13. Man and Biosphere Reserves Programme
14. G.B. Pant Institute of Himalayan Environment and Development
15. International Centre for Integrated Mountain Development
16. Coral Reefs and Mangroves
17. Centre for Ecological Sciences
18. Tropical Botanical Garden and Research Institute
19. Foundation for Revitalization of Local Health Traditions
20. Botanical Garden of Indian Republic
21. UNDP Projects on Medicinal Plants
22. Hindi (Official Language)
23. All India Coordinated Project on Capacity Building in Taxonomy
24. Assistance to Botanical Gardens
25. Research in Environment
26. Entities of Incomparable Value Regulations
27. Fly Ash
28. Ecologically Sensitive Areas

**IV. Shri Rajiv Gauba , Joint Secretary**

1. Hazardous Substances Management Division
2. National River Conservation Directorate
3. National Lake Conservation Plan

**V. Shri H.K. Pande, Joint Secretary**

1. Administration of Indian Forest Service
2. Forest Establishment
3. IUCN-The World Conservation Union
4. G.B. Pant Institute of Himalayan Environment and Development
5. International Centre for Integrated Mountain Development
6. Man and Biosphere Reserve Programme
7. Animal Welfare
8. International Cooperation (IC) (excluding 'State of Environment' reports)
9. Global Environment Facility
10. Sustainable Development (excluding Commission on Sustainable Development)

**VI. Dr. B.P. Nilaratna, Joint Secretary**

1. Ozone Cell and Montreal Protocol
2. Coral Reefs
3. Mangroves
4. Botanical Garden of Indian Republic
5. Tropical Botanical Garden and Research Institute
6. Centre for Ecological Science
7. Foundation for Revitalization of Local Health Traditions
8. UNDP-CCF II Project on Promoting Conservation of Medicinal Plants and Traditional Knowledge and UNDP-GEF Project on Mainstreaming Conservation and Sustainable Use of Medicinal Plants Diversity
9. Hindi (Official Language)

**VII. Shri A.K. Goyal, Joint Secretary**

1. Administration (including General Administration, General Coordination, Parliament, Internal Work Study Unit, Protocol/Public Grievance Redressal Cell & Administration of Regional Offices and Right to Information Act).
2. E-Governance
3. Botanical Survey of India
4. Zoological Survey of India
5. Salim Ali Centre for Ornithology and Natural History
6. Biosafety including Cartagena Protocol
7. Genetic Engineering Approval Committee
8. National Bio-diversity Authority
9. National Bio-diversity Strategy and Action Plan
10. Convention on Biological Diversity
11. Wetland and Ramsar Convention
12. Bio-diversity Conservation Scheme

**VIII. Sh. R.R. Rashmi, Joint Secretary**

1. Climate Change including CDM & UNFCCC
2. Vigilance
3. Media

**IX Sh. Rajneesh Dube, Joint Secretary**

1. Control of Pollution including administration of Central Pollution Control Board
2. Environmental Policy and Law (including Legal Cell)
3. Clean Technology
4. Source Appointment Studies for Air Quality Management
5. Commission on Sustainable Development

**X. Dr. G. V. Subrahmaniam , Adviser**

1. Research in Environment
2. Fly Ash Notification
3. Ecologically Sensitive Areas
4. Assistance to Botanical Gardens
5. All India Coordinated Project on Capacity Building in Taxonomy
6. Entities of Incomparable Value Regulations
7. National Museum of Natural History

(Dr. GVS will report to AS(MFF) in r/o items of work at S. No. 1 to 6 and to Secretary (E&F) for item no. 7)

**XI. Dr. Nalini Bhat, Adviser**

1. Impact Assessment relating to:
  - a) Industry
  - b) Infrastructure
  - c) River Valley
  - d) Mining Sectors

2. Source Apportionment Studies
3. Male Declaration

(Dr. Nalini Bhat will report to AS(JMM) in r/o item of work at S. No. 1&2. For items of work at Sl. No. 3 she will report to AS(RHK))

**XII. Dr. G.K. Pandey , Adviser**

1. Impact Assessment relating to Thermal Power & Building Construction Sector
2. Impact Assessment of Coal Mining
3. Environmental Health
4. World Bank Industrial Development Capacity Building Project
5. Rotterdam convention
6. Strategic Approach to International Chemicals Management ,
7. Stockholm Convention (Effective Evaluation & POPs Review Committee),
8. Heavy metals including Mercury

{Dr. G.K. Pandey, Adviser will report to AS(JMM) in respect of items of work at S. No. 1&2. For items of work at S. No. 3 to 8, he will report to AS(RHK)}

**XIII. Dr. Subodh K. Sharma , Adviser**

1. National Communication
2. Intergovernmental Panel on Climate Change
3. All other Scientific Technical work related to climate change

(Dr. Subodh K. Sharma, Adviser will report to AS(JMM) for his items of work)

**XIV. Shri. R. Mehta , Adviser**

1. Environment Education (including Library)
2. Global Public Goods

(Shri R. Mehta will report to AS(RHK) for item of work at S. No. 1. For item of work at S. No. 2, he will report to AS(JMM))

**XV Shri R.S. Ahlawat, Economic Adviser**

1. Plan Coordination
2. Economic Cell
3. Trade and Environment

(Shri R.S. Ahlawat will report to AS(RHK) for his items of work}

**XVI. Shri Nil Kanth Ghosh , Statistical Adviser**

1. Annual Report of the MoEF
2. ENVIS;
3. 'State of Environment' Reports
4. Environmental Information including Indira Gandhi Paryavaran Puraskar
5. Updation/Development of website of the Ministry
6. Work relating to Statistical Cell that include:-

- i. To identify existing data gaps and advise about filling them in order to strengthen the process of planning, monitoring and decision making in MOEF;
- ii. To develop and manage an efficient Statistical Database on Environment & Forestry for planning and decision-making taking the help of various divisions of the Ministry and the environmental centres;
- iii. To liaise with MOS&PI & other Ministries on all types of Statistical matters;
- iv. To advise all the divisions of MOEF on statistical matters, correct interpretation of statistical data and statistical implementation of various integrated conventions and agreements;
- v. To create a centralized statistical data base in MoEF with a view to meet the requirements of its different divisions;
- vi. To undertake research studies based on the centralized statistical data base to be set up and also to provide inputs for research studies on development of appropriate statistical methodologies relating to different components of Environment & Forestry;
- vii. To liaise with all divisions of MoEF and, where necessary, its subordinate offices and autonomous institution to strengthen the process of data collection, validation, processing and interpretation of statistical data;

{Shri Nil Kanth Ghosh will report to AS(RHK) for his items of work}