

No. A-65011/06/2014-P-II (E-132196)
Government of India
Ministry of Environment, Forest and Climate Change

Prithvi Block, 1st Floor,
Indira Paryavaran Bhawan,
Jorbagh Road Aliganj,
New Delhi - 110003.
Date: 19 December, 2025

OFFICE ORDER

In partial modification of the Office Order of even number dated 06.10.2025, and Office Order No. ADMIN-19011/7/2019-P-II dated 20th March, 2025, the following work allocation in the grade of Deputy Secretary in the Ministry is hereby ordered with immediate effect and until further orders.

Sl. No.	Name and Designation	Work Allocation	Channel of Submission
1.	Ms. Jaspreet Kaur, Deputy Secretary	<ol style="list-style-type: none">1. UNFCCC<ol style="list-style-type: none">i. UNFCCC-National Focal Pointii. Contribution to Trust Funds-UNFCCC & its Kyoto Protocoliii. Preparation of overall presentations and briefsiv. Matters related to International Negotiations including BASIC & Like Minded Developing Countries (LMDC)v. Matters related to UNFCCC CoPvi. Matters related to Bunker's Fuels – International Civil Aviation Organizations (ICAO) and International Maritime Organizations	JS(RA) > AS(AG) > Secretary

		<p>(IMO)</p> <p>vii. Coordination of all matters related to Climate Change</p> <p>viii. Vision 2047 – Climate Change</p> <p>2. Bilateral Cooperation in CC Division including Technical Committee (TC) Projects</p> <p>3. Global Stock Take and matters related to Article 2, 3 & 14 of Paris Agreement.</p> <p>4. National Action Plan on Climate Change</p> <p>i. Coordination for Missions under National Action Plan Executive Committee on Climate Change – Approval and Review of Missions under NAPCC</p> <p>5. State Action Plan on CC</p>	
		6. Biosafety & GEAC	AS(AG)>Secretary
2.	Shri Anuj Chandak, DS	<p>1. International Cooperation</p> <p>I. International Projects</p> <p>i. External Aided Projects</p> <p>ii. Bilateral Projects</p> <p>II. All matters related to Global Environment Facility (GEF)</p> <p>III. Multilateral Cooperation</p> <p>i. All multilateral matters including matters related to G20, G7, BRICS, SCO, SACEP, BIMSTEC, other UN agencies</p>	JS(RA) > AS(AG) > Secretary

		IV. UN Environment Programme (UNEP) 2. Mission LIFE	
		3. SCMD	JS(VPM)>AS(AG)>Secretary
3.	Shri Yuvraj Pal Singh, Deputy Secretary	i. PARIVESH portal ii. Impact Assessment (IA) including IA Coordination iii. CoS	JS(RA)>AS(AG)> Secretary
		iv. Ease of Doing Business	JS(VPM)>AS(AG)>Secretary

3. This issues with the approval of Competent Authority.

Digitally signed by
VIBHUTI PANJIYAR

Date: 19-12-2025

16:12:41

(Vibhuti Panjiyar)

Under Secretary to the Government of India

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Distribution:

1. Officers concerned
2. Reporting Officers concerned
3. PS to Minister of EF&CC
4. PS to MoS of EF&CC
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6. AS(AG)/ AS (VVY)/ADGs/ Sr.EA
7. JS(NP)/ JS(NKS)/JS(SM)/JS(RA)/JS(VPM)/ DDG(Stats.)/EA(RR)/EA(SS)/ CCA
8. All Scientist 'G' /All IGFs/CE (CCU)
9. US(IT)/Consultant (IT) - for updation on website.
10. GA/GC/ Vigilance/P & L/ Parliament/ APAR Cell/P.I/P.III/IWSU/RTI/CR/IFC
11. Personal file/Guard File.