

No.A.45011/06/2020-Admn.I(LD)
Government of India
Ministry of Law and Justice
Legislative Department

New Delhi, dated the 10th November, 2022

Subject:- Distribution of work in the Legislative Department.

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As per the orders of the Secretary, Legislative Department and in supersession of all previous orders on the subject covered herein under, besides the work that may be specifically assigned by her, the distribution of work in the Legislative Department will be as follows:-

Group	Officers in Group	Ministries/Departments/ Secretariats /Officers
I	<p>Shri K. Biswal, Additional Secretary</p> <p>Legislative Officers</p> <ol style="list-style-type: none"> 1. Shri R. K. Pattanayak, Addl. LC. 2. Shri Shanti Bhushan, DLC 3. Shri Chinnaraja G. Naidu, DLC 4. Dr. S. K. Srivastava, DLC (ad hoc) 5. Shri Akhileshwar Kumar Dwivedi, ALC 6. Shri P.S. Prasad, Confidential Supdt. <p>Stenographic Assistantce</p> <ol style="list-style-type: none"> 1. Smt. Savita, PPS 2. Shri Leela Dhar, PS 3. Shri M. Dakshinamoorthy, PA(RL) 	<ol style="list-style-type: none"> 1. Cabinet Secretariat 2. President Secretariat 3. Department of Revenue (Indirect Taxes) 4. Environment, Forest and Climate change 5. Corporate Affairs 6. Niti Aayog 7. Statistics and Programme Implementation 8. Food Processing Industries 9. Personnel, PG and Pension 10. Parliamentary Affairs 11. New and Renewable Energy 12. Home Affairs <p>(The Ministry/Department and matters not specified elsewhere)</p>
II	<p>Dr. N. R. Battu, Additional Secretary</p> <p>Legislative Officers</p> <ol style="list-style-type: none"> 1. Smt. Akali V. Konghay, Addl. LC 2. Smt. Renu Sinha, DLC 3. Shri G. Panmei, DLC 4. Dr. Bahadur Singh, ALC <p>Stenographic Assistance</p> <ol style="list-style-type: none"> 1. Smt. Padma Neelkanthan, PPS 2. Smt. Manorama Pahwa, PPS 3. Smt. Shikha Rohilla, PPS 	<ol style="list-style-type: none"> 1. Finance (other than Department of Revenue) 2. Panchayati Raj 3. Micro Small & Medium Enterprises 4. Minority Affairs 5. Department of Space 6. Culture 7. Steel 8. Housing & Urban Affairs 9. Rural Development

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<p>III</p>	<p>Shri. K.R.Saji Kumar, Joint Secretary & Legislative Counsel</p> <p><u>Legislative Officers</u></p> <ol style="list-style-type: none"> 1. Shri Vinay Kumar Mishra, DLC 2. Shri Y.S. Rao, DLC 3. Shri Sathish Murugan P., DLC (adhoc) 4. Shri Gangesh Kumar, ALC 5. Shri Navneet Patial, Suptd.(L) <p><u>Stenographic Assistance</u></p> <ol style="list-style-type: none"> 1. Shri S.Dutta, PA(RL) 2. Shri Anil Kumar Jaif 	<ol style="list-style-type: none"> 1. Department of Revenue (Except Indirect taxes) 2. Skill Development and Entrepreneurship 3. Ministry of Education 4. Coal 5. Chemicals & Fertilisers 6. Petroleum & Natural Gas 7. Ministry of Ports, Shipping and Water Ways
<p>IV</p>	<p>Shri Udaya Kumara, Joint Secretary & Legislative Counsel</p> <p><u>Legislative Officers</u></p> <ol style="list-style-type: none"> 1. Shri T. S. Murlidharan, DLC 2. Shri Chander Sekhar Sharma, ALC 3. Shri Sanjay Kr. Gautam, ALC <p><u>Stenographic Assistance</u></p> <ol style="list-style-type: none"> 1. Ms. Kavita Kundra, PSO 2. Smt. Rose Minz, PPS 3. Shri Shailesh, PA(RL) 	<ol style="list-style-type: none"> 1. Health & Family Welfare 2. Mines 3. Science and Technology 4. Social Justice and Empowerment 5. Textiles 6. Defence 7. Labour & Employment 8. Jal Shakti
<p>V</p>	<p>Smt. Veena Kothavale, Joint Secretary & Legislative Counsel</p> <p><u>Legislative Officers</u></p> <ol style="list-style-type: none"> 1. Ms. Aarti Chopra, DLC 2. Shri Prashant Singh, DLC (adhoc) 3. Shri Atul Kumar Singh, ALC 4. Shri Mahesh Chand, Supdt. (Legal) <p><u>Stenographic Assistance</u></p> <ol style="list-style-type: none"> 1. Smt. Suman, PPS 2. Smt. Neelam Raizada, PS 3. Shri Pawan Kumar, PPS 	<ol style="list-style-type: none"> 1. Information & Broadcasting 2. Youth Affairs and sports 3. Development of North Eastern Region 4. Atomic Energy 5. Tribal Affairs 6. Consumer Affairs 7. Food & PD 8. Tourism
<p>VI</p>	<p>Shri Diwakar Singh, J.S. & L.C.</p> <p><u>Legislative Officers</u></p> <ol style="list-style-type: none"> 1. Dr. K.V. Kumar, Addl. LC 2. Shri Sanjay Kumar Meena, ALC 	<ol style="list-style-type: none"> 1. Communication 2. Electronics & IT 3. Commerce & Industry 4. External Affairs 5. Road Transport & Highways 6. Law and Justice

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	<p><u>Stenographic Assistance</u></p> <ol style="list-style-type: none"> 1. Shri Prasanna Tulshidas Rozekar, PA(RL-Marathi) of OL Wing 2. Shri Shubham, Steno Gr. D 3. Smt. Janki Gairi, PS 	
VII	<p>Shri R. Sreeniwas, Addl. L.C.</p> <p><u>Legislative Officers</u></p> <ol style="list-style-type: none"> 1. Shri Praveen Kumar Tiwari, ALC 2. Shri Deepak Bagsing, ALC <p><u>Stenographic Assistance</u></p> <ol style="list-style-type: none"> 1. Smt. Poornima Jayasankar, PS 2. Shri P. Anil Kumar, PA(RL) <p>All Legislative proposals to be routed through Shri K. Biswal Addl. Secretary</p>	<ol style="list-style-type: none"> 1. Power 2. Women and Child Development 3. Civil Aviation 4. Agriculture and Farmers Welfare 5. Earth Sciences 6. Railways

S.No.	Section	Branch Officer
1.	Admn. I Section	Shri K. Biswal, Additional Secretary Shri Uttam Prakash, Deputy Secretary Ms. Vidyawati, Under Secretary
2.	Admn. II Section	Shri Udaya Kumara, JS&LC Shri Debadutta Behra, US
3.	Leg. I Section	Smt. Veena Kothavale, JS & LC Shri R K Pattanayak, Addl. L.C Shri Mahesh Chand, Supdt. (Legal)
4.	Leg. II Section	Shri Diwakar Singh, JS & LC Shri Mahesh Babu, ALC(RL)
5.	Leg. III Section	Shri K.R. Saji Kumar, JS&LC Shri Vinay Kumar Mishra, DLC Shri Pawan Kumar, ALC(RL) Shri Beo Joseph, ALC(RL)
6.	Parliament Section	Shri Diwakar Singh, JS & LC Shri Parikshit Bhopale, ALC(RL)
7.	B&A Section	Ms. Ranjana Chopra, AS & FA Shri Hansraj Meena, Deputy Secretary
8.	Correction Section	Ms. Veena Kothavale, JS&LC Ms. Renu Sinha, DLC
9.	GSRO Section	Ms. Veena Kothavale, JS&LC Shri G. Panmei, DLC
10.	RTI Cell	Dr. N.R. Battu Additional Secretary Shri P.C. Meena, Director
11.	Institute of Legislative Drafting and Research (ILD R)	Shri Udaya Kumara, JS&LC-Course Coordinator Shri Chander Sekhar Sharma, ALC

12.	Printing I Section	Ms. Veena Kothavale, JS&LC(Controlling Officer) Dr. K.V. Kumar, Addl. L.C.
13.	Printing II Section	Ms. Veena Kothavale, JS&LC(Controlling Officer) Dr. K.V. Kumar, Addl. L.C.
14.	Publication Section	Ms. Akali V. Konghay, Addl. L.C. Ms. Renu Sinha, DLC
15.	Cash Section	Shri Udaya Kumara, JS&LC Shri Debadutta Behera, US
16.	OL Section	Shri K. Biswal, Addl. Secretary
17.	VSP	Shri K. Biswal, Addl. Secretary Shri Sunil Kumar Jain, DS
18.	O.L. Wing	Shri K. Biswal, Additional Secretary Shri Rakesh Kumar, DLC (Hindi)
19.	IT Management and NIC Cell	Shri Udaya Kumara, JS&LC Shri T S Muralidharan, DLC
20.	India Code Updation Unit	Shri Udaya Kumara, JS&LC Shri Sanjay Kr. Gautam, ALC
21.	Coordination Section	Shri K. Biswal, Additional Secretary Shri Uttam Prakash, Deputy Secretary

2. Legislative proposals assigned to Joint Secretary & Legislative Counsels and other officers prior to this work distribution may continue to be handled by those officers and new Legislative proposals assigned to AS/JS&LC will be handled by them with the assistance of officers of the Group. Pending SRO files will be scrutinized and vetted by the officers who have dealt with these proposals prior to this allocation of work.

3. Important Subordinate Legislation proposals will be brought to the notice of Additional Secretary (Sh. K.Biswal) before final disposal by the concerned Group In-charge.

4. It has been decided that scrutiny or vetting of Subordinate Legislation work in this Department shall be approved by the Group Head of the concerned Legislative Group. Further, the matters involving complex issues shall be sent to Ministries/Department after seeking consent/approval of Secretary.



(Uttam Prakash)
Deputy Secretary (Admn.)

Copy to:-

1. The officers concerned
2. PS to MLJ/PS to MOSLJ/PPS to Law Secretary/PPS to Secretary(LD)
3. All Ministries/Departments/Secretaries/Offices/Section
4. SSA/NIC Sections with the request to upload the above Order on the Departments' website.