

F. No. A-22012/02/2020-D(Estt./Gp.I)  
Government of India  
Ministry of Defence

Room No. 318, "B" Wing  
Sena Bhawan, New Delhi  
Dated the 30<sup>th</sup> November, 2022

**OFFICE ORDER**

In partial modification of the existing arrangements of work at Joint Secretary Level in the Department of Defence, the following re-allocation of work and their reporting officer are hereby ordered with immediate effect and until further orders-

S. No.	Name	Work allocated	Reporting Officer
1.	Shri Manish Tripathi, IDAS(1998)	<ul style="list-style-type: none"><li>• Armed Forces (Army, Navy and Air Force)</li><li>• Defence Policy</li><li>• Coast Guard</li><li>• CSD</li><li>• Coordination</li></ul>	Additional Secretary, Department of Defence
2.	Ms. Nishtha Upadhyay, IDAS(1999)	<ul style="list-style-type: none"><li>• Training Division</li></ul>	Additional Secretary, Department of Defence
3.	Shri D. K. Rai, IDAS(2000)	<ul style="list-style-type: none"><li>• Establishment</li><li>• Planning</li><li>• Parliament</li><li>• Chief Information Security Officer</li></ul>	Additional Secretary, Department of Defence
4.	Dr. Ajay Kumar, IAS(GJ:2006)	<ul style="list-style-type: none"><li>• East Asia including ASEAN, Oceania/ Australasia, Africa, West Asia, IC Training matters and IC-Coordination matters, IC files from DRDO, DMA and DDP and those pertaining to contractual matters irrespective of the country.</li></ul>	Special Secretary, Department of Defence
5.	Shri Rakesh Mittal, IDES(1995)	<ul style="list-style-type: none"><li>• Lands</li><li>• Works</li><li>• Gallantry Awards Portal</li><li>• Defence Land Monetization</li><li>• Sainik Schools</li></ul>	Special Secretary, Department of Defence



2. Further, Ms. Nishtha Upadhyay and Shri D. K. Rai will continue to look after the charge of Finance Manager (LS) and Finance Manager (MS) respectively. Moreover, Dr. Ajay Kumar will also continue to look after the work related to BRO and report to AS&DG(Acq) in this regard. The work amongst other Joint Secretaries and their reporting officers will remain unchanged.

3. This issues with the approval of Competent Authority.



**(Shibatosh Banerji)**  
**Deputy Secretary to the Government of India**  
**Tel No. 2301 4369**

To

1. Officers concerned.
2. PS to RM/ PS to RRM.
3. Sr. PPS to Defence Secretary/ PS to Secretary, DMA/ PS to Secretary, DESW/ PPS to Secretary, DDP/ SO to Secretary, DDR&D/ PPS to FA(DS)/ PPS to SS(DoD).
4. PPS to AS&DG(Acq)/ PPS to AS&FA(Acq)/ PPS to AS(DoD)/ PPS to AS(DP)/ PPS to AS(DMA)/ PPS to Adviser (Cost)/ PPS to Adviser (Cost/DDP).
5. PS to all Joint Secretaries/ Addl. FA&JS/ Finance Managers/ ADG (Technical)/ Advisers (Cost).
6. All Directors/ Deputy Secretaries/ Deputy Financial Advisers/ DS/Director(Cost).
7. D(Estt.1/Gp.2)/ D(Estt.2/Gen.1)/ D(Estt.2/Gen.2)/ D(Protocol)/ D(Coord)/ D(Parliament)/ D(O&M).