

Work allocation at Bureau Head level in
Department of School Education & Literacy

As on 14.08.2025

S. No.	Name of the Officer / Bureau	Work Allocated
1.	<u>VACANT</u> (SS-II Bureau)	1. Samagra Shiksha: Policy, Budget, Planning & infrastructure, including Annual PAB Calendar 2. PMS or PRABANDH system 3. Implementation of NEP(SARTHAQ) & RTE Act 4. PM SHRI & Model Schools 5. World Bank projects/STARS, UNICEF & External Aided Projects, 6. Access including universalisation, Out of school children, residential schools and hostels 7. Swachh Vidyalaya Component 8. Matters related to TSG of Samagra Shiksha 9. Matters related to implementation of Samagra Shiksha in States of UP, Goa, Kerala, Punjab, Maharashtra, MP, Haryana, HP, Gujarat & Rajasthan including PAB meetings. 10. Nodal officer for residual work not allotted to anyone relating to the Ministries / Departments of L&J, Drinking Water & Sanitation, Coal, Power, New & Renewable Energy, Panchayati Raj, Telecom and Rural Development.
2.	Sh. Anandrao Vishnu Patil, IAS(TN:1998) Additional Secretary (PMPY & Digital Bureau)	1. PM e-Vidya, NDEAR, VSK & all digital education initiatives of DSEL 2. PM Poshan for all States and UTs 3. Health and Nutrition component of Samagra Shiksha 4. All School Boards, matters relating to Private Schools. 5. PARAKH: a. NAS b. SAS (All school boards) 6. All events and interventions of ABs like Manodarpan, Mental Health and Wellbeing, Rangotasav, Language Festival, Kala Utsav, Toy based pedagogy etc. 7. NTSE 8. DHRUV: Gifted/ Talented children 9. Matters related to implementation of Samagra Shiksha in Manipur, Meghalaya, Mizoram, Tripura, Nagaland, Assam, Arunachal Pradesh & Sikkim including PAB meeting 10. Nodal officer for residual work not allotted to anyone relating to Ministry/ Department of F & PD, Food

		Processing Industries, H&FW, AYUSH, MeITY, DPIIT, Defence, DAE, MSME, Railways, Environment, Forest and Climate Change and DoNER
3.	Ms. Archana Sharma Awasthi, IRS (IT) (1994) Joint Secretary (SS-I & AE Bureau)	1. Education for all and Literacy, ULLAS(NILP), Directorate of Adult Education(DAE) 2. NCF for AE 3. NIPUN Bharat Mission, FLN, ECCE 4. Gender & Equity 5. KGBV 6. Components of Samagra Shiksha including – - ICT, Smart Class Rooms, Promotion of Sports/Games/Play, Fit India campaign/Yoga in Schools, Promotion of Reading / Libraries, Community mobilization including SMC/SMDC, Rashtriya Avishkar Abhiyan, Appointment of Language Teachers (ALT) Scheme 7. ADB (ASPIRE) 8. Matters relating to COVID-19 9. G20 EdWG related issues 10. National Digital Library 11. Matters related to implementation of Samagra Shiksha in States of West Bengal, Odisha & Chhattisgarh including PAB meetings 12. Nodal officer for residual work not allotted to anyone relating to the Ministries / Departments of Tribal Affairs, Youth Affairs and Sports, Science & Technology, Minority Affairs & WCD.
4.	Ms. Amarpreet Duggal, IPoS (1999) Joint Secretary (Coord & Media Bureau)	1. Coordination & Parliamentary work of Dept. of School Education & Literacy including, e-office, National Component, all reviews by PM, Sectoral Group of Secretaries, etc. 2. e-Samiksha, LIMBS, CPGRAMS portals 3. Media 4. Eco and Youth Clubs 5. National Bal Bhawan (NBB) 6. Administration & International Cooperation relating to D/o SE&L. 7. Matters relating to Ease of Doing Business and reducing the burden of compliance 8. AKAM 9. Matters relating to Lawrence and Sanawar School. 10. Matters related to implementation of Samagra Shiksha in States/UTs of Uttarakhand, Bihar, Jharkhand, Tamil Nadu., Karnataka, AP & Telangana including PAB

		meetings 11. Nodal officer for residual work not allotted to anyone relating to the Ministries / Departments of Parliamentary Affairs, DoPT, DARPG, External Affairs, Information & Broadcasting, Capacity building Commission, Civil Aviation, Corporate Affairs, Culture, Tourism, MyGov.
5.	Ms. Prachi Pandey, IA&AS (2001) Joint Secretary (Institutions & Training Bureau)	1. NCERT, KVS, NVS, CBSE, NIOS, NCTE 2. NCF for FS, SE, TE, AE 3. Vice-Chairperson KVS 4. All aspects of Vocational Education 5. All aspects of teacher education, teacher recruitment and training of untrained teachers, DIETs/SCERTs/CRC/BRC 6. National Foundation for Teacher Welfare (NFTW) 7. National Award to Teachers (NAT) 8. Swachh Vidyalaya Puraskar 9. Pariksha Pe Charcha 10. Annual report on DoSEL – new initiatives by autonomous bodies. 11. Preparation of India report on Innovation in TE through NCTE 12. Nodal officer for residual work not allotted to anyone relating to the Ministries/Depts of Higher Education, MSDE, Consumer Affairs, Labour and Employment, Road Transport and Highways, Steel, Textiles, Chemical & Fertilizers, Earth Sciences, Animal Husbandry, Dairying and Fisheries, Mines, Petroleum & Natural Gas.
6.	Ms. A. Srija, IES (1996) Economic Advisor (SE&L)	1. Budget Analysis and Announcements 2. Economic Analysis 3. National Means-cum-Merit Scholarship Scheme 4. Interventions for CWSN, Inclusion report 5. NIC & Portals in the Department including Vidyanjali, SHAGUN, Vidya Amrit, etc. 6. Work related to DBT 7. Ek Bharat Shrestha Bharat including Preparation of India report on EBSB, Preparation of annual – India School Education convergence report by studying Ministries/ Departments schemes & Suggesting Convergence 8. Aspirational Districts & Blocks 9. Matters related to implementation of Samagra Shiksha in UTs of J&K, Ladakh Chandigarh, Delhi, Puducherry, DNH&DD, Lakshadweep, A&N Islands including PAB

		meetings, UT Administration Coordination 10. Nodal officer for residual work not allotted to anyone relating to the Ministries / Departments of MHA, Economic Affairs, NITI Aayog, UIDAI, Agriculture & Farmers Welfare, Finance Commission, Cooperation, Heavy Industries & Public Enterprises, Housing & Urban Affairs, SJ & E
7.	Dr. Pankaj K P Shreyaskar, (ISS:2000) DDG (Stats)	1. Global Index, Analysis of reports concerning to School Education 2. UDISE+, UDISE 3. Performance Grading Index 4. Student registry 5. Monitoring of OOMF 6. Publications "Examination Results", "Educational Statistics at a Glance", "Selected Information on School Education", Index of Service (Education), Production, Population Projection 7. Sustainable Development Goals(SDGs) 8. Nodal officer for residual work not allotted to anyone relating to the Ministries / Departments of Statistics and Programme Implementation, Commerce & Coordination with other Ministries for education related indices. 9. Supply of data to UNESCO Institute of Statistics (UIS) and other International Agencies
