

U.T. Administration of Daman & Diu  
Department of Personnel and Administrative Reforms,  
Secretariat, Daman – 396 220.


No. 1/6/93-PER/Part-IV/ 722

Dated : 13/09/2019

**ORDER**

The Administrator of Daman & Diu and Dadra & Nagar Haveli, is pleased to order the re-allocation of charges/transfer posting of the following IAS/IFS officers with immediate effect in supersession of all previous orders, as under :

Sr. No.	Name of Officer	Charges
1.	Shri A.K. Singh, IAS (AGMUT : 1995)	<b>A. Advisor to the Administrator, Daman &amp; Diu and Dadra &amp; Nagar Haveli</b> with the following additional charges  <b>B. Secretary, DD &amp; DNH.</b> 1. Home (Including Police, Fire Services and Prisons) 2. Vigilance. 3. PWD 4. Parliamentary Affairs 5. Printing & Stationery  <b>C. Managing Director, OI DC, DD&amp;DNH.</b>  <b>D. Chairman, Staff Selection Board, DD&amp;DNH.</b>
2.	Shri Devinder Singh, IAS (AGMUT:2002)	<b>A. Finance Secretary, Daman &amp; Diu and DNH</b> with the following additional charges  <b>B. Secretary, DD &amp; DNH.</b> 1. Revenue 2. Accounts & Taxation and Excise. 3. Information & Publicity 4. Planning & Statistics 5. Cooperation 6. Official Language  <b>C. Secretary-cum-Director, DD &amp; DNH</b> 1. Rural Development, Panchayati Raj & Community Development.  <b>D. Director, DD &amp; DNH</b> 1. Elections (Municipal & Panchayat)
3.	Sh. K. Ravichandran, IFS (AGMUT 1996) CCF, DDDNH	<b>A. Chief Conservator of Forests, DD,DNH</b> with the following additional charges  <b>B. Secretary, DD,DNH</b> 1. Forests, Environment & Wildlife 2. Civil Aviation 3. Industries, Trade & Commerce  <b>C. Chairman, Pollution Control Committee, DD,DNH</b>  <b>D. Secretary cum Commissioner, DD,DNH, Tribal Welfare</b>

  
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4.	<b>Ms. A. Muthamma, IAS (AGMUT:2009)</b>	<p><b>A. Secretary (Education) Daman &amp; Diu and Dadra &amp; Nagar Haveli</b> with the following additional charges</p> <p><b>B. Secretary, Daman &amp; Diu &amp; DNH</b></p> <ol style="list-style-type: none"> <li>Higher Education &amp; Technical Education</li> <li>Health &amp; Family Welfare.</li> <li>Skill Development</li> <li>Department of General Administration &amp; Protocol, Public Grievances and Personnel &amp; Administrative Reforms.</li> </ol> <p><b>C. Secretary-cum-Director, DD &amp; DNH</b></p> <ol style="list-style-type: none"> <li>Sports &amp; Youth Affairs</li> </ol> <p><b>D. Director, District Library, Daman</b></p> <p><b>E. Member/Member Secretary, Staff Selection Board, Daman &amp; Diu and Dadra &amp; Nagar Haveli</b></p>
5.	<b>Shri Danish Ashraf, IAS (AGMUT:2011)</b>	<p><b>A. Secretary-cum- Director (Transport), DD &amp; DNH</b> with the following additional charges</p> <p><b>B. Secretary-cum-Director, DD &amp; DNH</b></p> <ol style="list-style-type: none"> <li>Food, Civil Supplies and Consumer Affairs and Legal Metrology</li> <li>Information Technology</li> <li>Fisheries, Port &amp; Light House.</li> <li>Agriculture, Soil Conservation &amp; Horticulture</li> <li>Animal Husbandry &amp; Veterinary Services</li> <li>Labour &amp; Employment</li> </ol>
6.	<b>Smt. Pooja Jain, IAS (AGMUT : 2011)</b>	<p><b>A. Secretary (Tourism), Daman &amp; Diu and DNH</b> with the following additional charges</p> <p><b>B. Secretary, DD &amp; DNH</b></p> <ol style="list-style-type: none"> <li>Archaeology &amp; Archives</li> <li>Science &amp; Technology</li> <li>Art &amp; Culture</li> </ol> <p><b>C. Special Secretary, DD</b></p> <ol style="list-style-type: none"> <li>Tourism</li> </ol> <p><b>D. Chief Electoral Officer, DD &amp; DNH</b></p>
7.	<b>Shri Sandeep Kumar Singh, IAS (AGMUT : 2011)</b>	<p><b>A. Collector,Dadra &amp; Nagar Haveli</b> with the following additional charges</p> <p><b>B. Secretary, DNH</b></p> <ol style="list-style-type: none"> <li>Social Welfare &amp; Women &amp; Child Development</li> </ol> <p><b>C. Commissioner, DNH</b></p> <ol style="list-style-type: none"> <li>Labour &amp; Employment</li> <li>Commissioner, GST</li> <li>Commissioner, VAT</li> <li>Commissioner, Excise</li> </ol> <p><b>D. Chairperson, Police Compliant Authority, DD &amp; DNH</b></p> <p><b>E. Managing Director, SC &amp; ST/OBC, Finance and Development Corporation, DD&amp;DNH</b></p> <p><b>F. Director, DNH</b></p> <ol style="list-style-type: none"> <li>GAD &amp; Protocol.</li> <li>Public Grievances.</li> <li>Mines.</li> <li>Municipal Administration</li> <li>Urban Development</li> </ol> <p><b>G. Chairman, PDA, DNH</b></p>





		<b>H. Registrar Co. Operative Societies, DNH</b>  <b>I. Member Secretary, Pollution Control Committee, DNH.</b>
8.	<b>Ms. Tapasya Raghav, IAS (AGMUT :2013)</b>	<b>A. Secretary, DD&amp;DNH</b> <ol style="list-style-type: none"> <li>1. Power &amp; Non Conventional (Renewable) Source of Energy.</li> <li>2. Managing Director, DNH Power Distribution Corporation Ltd.,</li> <li>3. Town &amp; Country Planning</li> <li>4. Urban Development.</li> </ol> <b>B. CMD Smart City, DD &amp; DNH</b>  <b>Note : The above charges will be looked after by Shri Danish Ashraf, IAS, till the officer joins duty.</b>
9.	<b>Smt. Saloni Rai, IAS (AGMUT:2016)</b>	<b>A. Collector, Diu with the following additional charges</b>  <b>B. Additional Commissioner, Diu</b> <ol style="list-style-type: none"> <li>1. Excise</li> <li>2. VAT</li> <li>3. GST</li> <li>4. Mines</li> <li>5. Labour &amp; Employment</li> </ol> <b>C. Additional Director, Diu</b> <ol style="list-style-type: none"> <li>1. Information &amp; Publicity</li> <li>2. Archives &amp; Archaeology</li> <li>3. Education</li> <li>4. General Administration &amp; Protocol</li> <li>5. Transport</li> <li>6. Tourism</li> <li>7. Civil Aviation</li> <li>8. Municipal Administration</li> <li>9. Social Welfare</li> <li>10. Urban Development</li> <li>11. Public Grievances</li> <li>12. Mines</li> </ol> <b>D. Chief General Manager, OI DC, Diu</b>  <b>E. Additional Registrar Cooperative Society, Diu</b>
10.	<b>Shri Rakesh Minhas, IAS (AGMUT:2016)</b>	<b>A. Collector, Daman with the following additional charges</b>  <b>B. Secretary, Daman &amp; Diu</b> <ol style="list-style-type: none"> <li>1. Social Welfare &amp; Women &amp; Child Development</li> </ol> <b>C. Commissioner, D &amp; D.</b> <ol style="list-style-type: none"> <li>1. Labour &amp; Employment</li> <li>2. Commissioner, GST.</li> <li>3. Commissioner, Excise.</li> <li>4. Commissioner, VAT</li> </ol> <b>D. Director, Daman &amp; Diu.</b> <ol style="list-style-type: none"> <li>1. GAD, Protocol.</li> <li>2. Public Grievances.</li> <li>3. Mines</li> <li>4. Urban Development</li> <li>5. Municipal Administration</li> </ol> <b>E. Chairman , PDA, D&amp;D</b> <b>F. Registrar of Co.operative Societies, D&amp;D</b> <b>G. Member Secretary, Pollution Control Committee, D&amp;D</b> <b>H. Chairman, Daman &amp; Diu Coastal Zone Management Authority.</b>



11.	<b>Ms. Ankita Mishra, IAS (Probationer)</b>	<b>A. Deputy Commissioner (Excise), D&amp;D with the following additional charges</b> <b>B. Director IT, Daman &amp; Diu</b> <b>C. Dy. Collector (General), Daman.</b> <b>D. Dy. Secretary, D&amp;D.</b> <ol style="list-style-type: none"> <li>GAD and Protocol</li> <li>Public Grievances</li> <li>Social Welfare</li> <li>Food &amp; Civil Supplies &amp; Consumer Affairs and Legal Metrology</li> </ol> <b>E. Dy. Director, Social Welfare, D&amp;D</b> <b>F. ARCS, Daman</b> <b>G. Field Publicity Officer, Daman &amp; Diu</b>
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The Additional Charges held by the concerned Officers shall be without any extra remuneration and till further orders.

By order and in the name of the  
Administrator of Daman & Diu and  
Dadra & Nagar Haveli



**( Kishore Bamania )**  
Deputy Secretary (Pers.)  
Daman.

Copy to :

1. The Advisor to the Administrator, Secretariat, Daman/DNH.
2. The Finance Secretary, Secretariat, Daman/DNH.
3. The Secretary (Education), Secretariat, Daman/DNH
4. The Secretary (Tourism), Secretariat, Daman/DNH.
5. The Collector, Daman/Diu/DNH.
6. The PPS to Administrator, Secretariat, Daman/DNH
7. The Concerned Department/Officers, Daman/DNH
8. The Director of Accounts, Daman/DNH
9. The Govt. Printing Press, Daman/DNH for publication in the Official Gazette.
10. The Asstt. Director (OL), Daman for translation into Hindi.
11. Office Copy / Guard file.