

No. A.32011/9/2004-E.I  
Government of India  
Ministry of Human Resource Development  
(Department of Higher Education)  
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Shastri Bhawan, New Delhi  
Dated the 21<sup>st</sup> September, 2016

**OFFICE ORDER No. 144/2017-E.I**

Subject: -Assignment of subjects to Ministers of State in the Ministry of Human Resource Development – reg.

In supersession of this Ministry's Order No. A-32011/9/2004-E.I, dated 20<sup>th</sup> July, 2016, the Minister of Human Resource Development has allocated the following work to the Minister of State (Shri Upendra Kushwaha) and Minister of State (Dr Satya Pal Singh).

2. All matters except those listed below at Para 3 & 5 shall be submitted to the Minister through MoS (SPS) for matters related to Department of Higher Education and MoS (UK) for Department of School Education & Literacy.

3. The following matters will be disposed at the level of Minister of State:

**A. MOS (SPS)**

- (a) Book promotion
- (b) Board of Apprenticeship & Training
- (c) All matters of Department of Higher Education relating to :
  - Unstarred Questions
  - Assurances (Fulfillment/extension of time, request for dropping the assurances)
  - Special Mentions
  - Laying of Annual Reports/Rules/Regulations etc.
  - Authentication of Papers
- (d) Matters relating to Official Language.
- (e) VIP references addressed to the MoS.
- (f) Any other matter which the Minister may like to delegate.

**B. MOS (UK)**

- (a) National Foundation for Teacher Welfare.
- (b) All matters of Department of School Education & Literacy relating to :
  - Unstarred Questions
  - Assurances (Fulfillment/extension of time, request for dropping the assurances)
  - Special Mentions
  - Laying of Annual Reports/Rules/Regulations etc.
  - Authentication of Papers
- (c) VIP references addressed to the MoS.
- (d) Any other matter which the Minister may like to delegate.

4. However, in all matters relating to Paragraph 3 above, if the necessity is felt that the matter should be brought to the notice of HRM for information or decision, then the matter shall be submitted to the HRM, through the respective Ministers of State.

5. The following matters will be submitted directly to the Minister:

- (a) Starred Questions
- (b) Calling Attention Motions
- (c) VIP References addressed to the Minister
- (d) Establishment and Vigilance matters relating to officers of the level of Joint Secretary and above in the Ministry/Subordinate organizations / Autonomous Bodies and Board Level Officers in CPSUs
- (e) All matters relating to Autonomous Organizations and Centrally Sponsored Schemes of Department of School Education & Literacy
- (f) Any urgent/immediate matter.

6. The following abbreviations will be used for the Ministers of State:

- i) Shri Upendra Kushwaha – MOS (UK)
- ii) Dr Satya Pal Singh – MOS (SPS).

7. This issues with the approval of Hon'ble HRM.



**(Madhu Ranjan Kumar)**  
**Joint Secretary (Admin)**

Hindi version will follow

To,

1. The Prime Minister's Office [Kind Attn: Shri Nripendra Misra, Principal Secretary to PM] South Block, New Delhi.
2. Cabinet Secretariat (Kind Attn: Ms. V. Vidyavathi, Joint Secretary), Rashtrapati Bhawan, New Delhi.
3. Secretary, Department of Higher Education.
4. Secretary, Department of School Education and Literacy.
5. PS to Hon'ble HRM.
6. PS to Hon'ble MoS(UK)/Office of MoS(SPS).
7. Financial Adviser/Chief Controller of Accounts.
8. All Bureau Heads/Divisional Heads of Department of HE and SE&L.
9. All officers of the Departments of Higher Education and School Education & Literacy.
10. Parliament Section/S&S/CDN/Vig./RTI.
11. Tech. Dir (NIC)/CMIS with the request to upload the above Office Order on the e-Office Portal under the caption "Allocation of work between the Ministers of State (HRD)" and on the website of the Ministry.
12. HTU for providing Hindi version.
13. Office Order folder.