

F. No.12(2)/2020-D(Coord/DDP)
Ministry of Defence
Department of Defence Production
D(Coord/DDP)

Room No. 253-A. B-Wing,
Sena Bhawan, New Delh
Dated 26th November, 2024

OFFICE ORDER

In supersession to earlier Office Orders in respect of distribution of work among the Joint Secretaries in the Department of Defence as well as respective Link Officer system at the level of Joint Secretaries in the Department, the distribution of work among the officers and Link Officer arrangement is revised with the approval of Competent Authority and is conveyed as follows:

Sl. No.	Name of Officer & Designation	Work Allocation
(i)	Shri Rajeev Prakash JS (NS) & CVO	<ul style="list-style-type: none">• D(NS) consisting of work relating to all Defence Shipyards viz., GRSE, GSL, HSL and MDL.• National Institute for Research and Development in Defence Shipbuilding (NIRDESH).• The work relating to IPR (Intellectual Property Rights) in DDP.• CVO of the Department of Defence Production.• Matters relating to international cooperation with following countries:-<ul style="list-style-type: none">➤ SAARC (Afghanistan, Bangladesh, Bhutan, Maldives, Nepal, Sri Lanka)➤ ASEAN (Indonesia, Singapore, Malaysia, Vietnam, Myanmar, Brunei, Cambodia, Lao-PDR, Thailand, Philippines)➤ East Asia (South Korea, North Korea, China, Taiwan, Hong Kong, Mangolia).
(ii)	Shri Shalabh Tyagi, JS (Personnel and Coordination)	<ul style="list-style-type: none">• Work relating to Bharat Electronics Ltd.• Work relating to Bharat Dynamics Ltd.• Artificial Intelligence.• All matters relating to Coordination within DDP.• General Administration matters in DDP.• Testing infrastructure for Defence Industry and Skill Development for Defence Industry.• Dte. Of Standardisation.• Administrative matters related to MSQAA & SSQAG.• D(BEML)
(iii)	Shri Amit Satija, JS (DIP)	<ul style="list-style-type: none">• Indigenisation of Defence equipment.• Innovation in Defence Production (iDEX).• Export of Defence items and Promotion.

		<ul style="list-style-type: none"> • Work relating to industrial licences for Defence Production and FDI Policy in Defence including matters relating to Foreign Investment Promotion Board (FIPB). • Defence materials and matters relating to MIDHANI. • Directorate of Planning & Coordination and operationalisation of Defence Production Policy. • All matters relating to Defence Investment and Industrial Corridors Cell. • Security Agreements with all the countries. • Work relating to DP IT Division. • Work relating to 'Make in India'. • Defence Exhibition Organisation (DEO). • Matters relating to international cooperation with following countries:- <ul style="list-style-type: none"> i. Central Asia (Kazakhstan, Turmenistan, Kyrgystan, Tajikistan, Uzbekistan, Armenia) ii. Middle East (Bahrain, Iran, Iraq, Jordan, Kuwait, Oman, Qatar, UAE, Saudi Arabia, Yemen). iii. Americas (USA, Canada, Mexico, Cuba, Brazil, Argentina, Peru, Colombia, Chile, Dominican Republic, Guyana, Pacific Islands (FIPIC members), Caribbean Islands. iv. Oceania (Australia, New Zealand, Japan, Israel). v. West Asia (Lebanon, Turkey). vi. Africa (Egypt, Sudan, Morocco, Nigeria, Libya, Tunisia, Algeria, Mozambique, Tanzania, Kenya, Ethiopia, Uganda, Namibia, Somalia, Madagascar, Ghana, Zimbabwe, Liberia, Botswana, Mauritius, Seychelles, Senegal, Republic of Congo, South Africa).
(iv)	Ms. Garima Bhagat, JS (LS)	<ul style="list-style-type: none"> • All matters related to Directorate of Ordnance (Coordination & Services), corporatisation of OFB and new DPSUs viz. AVNL, AWEIL, GIL, IOL, MIL, TCL and YIL. • All matters related to Indian Ordnance Factories Services (IOFS) and Indian Ordnance Factories Health Services (IOFHS). • D(QA) including all work related to DGQA. • All matters related to international cooperation with following countries:- <ul style="list-style-type: none"> ➤ Western Europe (UK, France, Germany, Spain, Sweden, Finland, Portugal, Italy, Netherlands, Belgium, Norway, Switzerland). ➤ Central & Eastern Europe (Bulgaria, Bosnia, Herzegovina, Czech Republic, Croatia, Hungary, Belarus, Poland, Romania, Slovak Republic, Serbia, Montenegro, Slovenia, Ukraine, Greece).

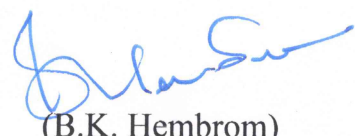
(v)	JS (Aero) Vacant	<ul style="list-style-type: none"> • D(HAL-I), D(HAL-II) and D(HAL-III) including matters relating to HAL and DGAQA. • All matters relating to DOMW. • Matters relating to international cooperation with following countries:- <ul style="list-style-type: none"> ➤ Russia
-----	---------------------	--

LINK OFFICER ARRANGEMENT AT THE JOINT SECRETARY LEVEL IN DDP

OFFICER	1ST LINK OFFICER	2ND LINK OFFICER
JS (NS)	JS (P&C)	JS (AS)
JS (AS)	JS (NS)	JS (DIP)
JS (P&C)	JS (AS)	JS (LS)
JS (DIP)	JS (LS)	JS (P&C)
JS(LS)	JS(DIP)	JS(NS)

2. The link officer will look after the work of the officer when any officer goes on tour/training or leave etc. It should also be noted that important matters which have policy or other implications and where decision on the case can be pending till return of the officer, should be submitted through the concerned regular officer. However, decision to keep it pending till return of the officer should be taken with the approval of Link Officer.

3. Further, when any officer goes on leave/tour etc., he/she should send a note to the Link Officer informing that with due approvals, he is proceeding on tour/leave etc., and for the period, the Link Officer may look after the work.



(B.K. Hembrom)

Dy. Secretary to the Govt. of India
Tel: 23019465

To:

- i. JS(NS)/ JS(P&C)/ JS(DIP)/ JS(LS)

Copy also forward for information to:

- PS to RM
- PS to RRM
- Sr. PPS to Secretary (DP).
- PPS to Principal Advisor (Cost).
- DDG & OSD(LS)/ DDG(EPC)/ DDG(Indig.)/CEO(DPIT)/DDG(Coord)/DDG (I&F)
- DoO (C&S)/DGQA/DGAQA.
- DS (Establishment), Department of Defence, MoD.
- CMDs of all DPSUs.
- All Director/Dy. Secretaries & equivalent Officer in DDP.
- DPIT Division, DDP – for uploading of the above Office Order on DDP's Website and to update it on DDP's Directory.