

Office Order

Consequent upon assuming the charge of DDG by Sh. Mahender Kumar Ujjainia in DPE, the following work allocation in respect of **Sh. Mahender Kumar Ujjainia, DDG** is issued with immediate effect until further orders as follows:-


All matters related to Survey Division viz.

- i. Collection and scrutiny of data of CPSEs for PE Survey from Ministries/Departments;
- ii. Updating Online application for PE Survey on DPE website;
- iii. Co-ordination with Ministries/Departments/CPSEs for work related to PE Survey;
- iv. Preparation and printing of PE Survey Report;
- v. Laying of PE Survey and CAG Report (Commercial) in Parliament;
- vi. Review/Compilation/Publication of DPE Guidelines in coordination with all other divisions and updation on DPE website

2. Apart from the above mentioned work, he will also be Nodal Officer of the following services:-

- i. Web Information Manager (WIM)
- ii. NIC Cloud (Meghraj)
- iii. NIC e-Forms
- iv. AEBAS (Biometric Attendance System)
- v. Chief Information Security Officer (CISO)
- vi. PE Survey
- vii. E-Samiksha
- viii. NIC e-mail (delegated admin)
- ix. e-Office & e-HRMS
- x. Open Govt. Data (OGD) Platform
- xi. e-sign services
- xii. NIC SMS Gateway
- xiii. **Gov.in Domain Registration**
- xiv. AVMS Portal

3. This issues with the approval of Competent Authority.


(Nitin Kumar)
Under Secretary (Admn.)

To

1. Sh. Mahender Kumar Ujjainia, DDG

Copy for information:

1. Sr. PPS to Secretary, DPE
2. PS to JS (Admn.)
3. PPS to Pr. Advisor (PK)
4. PPS to Advisor (AB)
5. NIC Cell, DPE for requisite updation on the website.
6. Work allocation file.



(Nitin Kumar)
Under Secretary (Admn.)