

F.No.A.45020/2/2019-Admn.I  
Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Animal Husbandry & Dairying  
(Administration Division)

Krishi Bhawan, New Delhi – 110 001  
April 29, 2019

OFFICE ORDER NO.26/2019


Consequent upon carving out as a separate Department, vide Cabinet Secretariat Notification No.SO-762(E) dated 05.02.2019, the Department of Fisheries has already been provided staff strength along with available incumbents as well as proportionate budgetary support vide this Department's Office Order No.1 (F.No.A.45020/2/2019-Admn.I) dated 07.02.2019, Office Order No.18/2019 (F.No.A.45020/2/2019-Admn.I) dated 05.03.2019 and Office Order No.1/2019 (F.No.32019-3/2019-Admn.II) dated 29.03.2019 respectively.

2. Now, in partial modification of this Department's Office Order No.2 (F.No.A-45020/2/2019-Admn.I) dated 07.02.2019 and in continuation of Office Order No.1/2019 (F.No.32019-3/2019-Admn.II) dated 29.03.2019, it has been decided by the Competent Authority in the Department of Animal Husbandry and Dairying that at first instance the work of routine nature, as mentioned in the Annexure attached overleaf, pertaining to the Department of Fisheries would be dealt by the Department of Fisheries itself independently with immediate effect.

Encl.: As above (Annexure).

Distribution:


1. PSs to Hon'ble AM/ MoS (Agri&FW)(PR)/MoS(Agri&FW)(KR)/MoS(Agri&FW)(GSS).
2. Sr.PPS to Secretary (AHD).
3. PPS to Secretary (Fisheries).
4. All Heads of Divisions in Department of AHD and Department of Fisheries/AHC.
5. All officers / Sections / Units /Desks in Department of AHD and D/o Fisheries.
6. CCA / PAO of D/o Animal Husbandry & Dairying and D/o Fisheries.
7. Hindi Section / Cash / Admn.II / Vigilance / Reception / Parliament /NIC.
8. Guard file / spare copies.

  
(S.C. Srivastav)  
Deputy Secretary (Admn.I)  
उप सचिव/Deputy Secretary  
भारत सरकार/ Government of India  
कृषि एवं किसान कल्याण विभाग  
Ministry of Agriculture & Farmers Welfare  
पशुपालन एवं डायरी विभाग  
D/o Animal Husbandry & Dairying  
कृषि भवन, नई दिल्ली-110001  
Krishi Bhawan, New Delhi-110001

List of work to be dealt by the Department of Fisheries with immediate effect

1. Framing/Amendment/Revision of RRs in respect of all technical posts.
2. Taking up the matter with the UPSC, SSC and DoE for filling up of various vacant posts belonging to the Department of Fisheries.
3. All RTI matters/CP Grams.
4. All matters relating to reservation, including appointment of Liaison Officers.
5. Pension and retirement matters of D/o Fisheries.
6. Intimation under Conduct Rules.
7. Issue of Permanent/Temporary passes for entry in the building / CGHS card.
8. Medical cases (permission cases) / Sanction of all types of leave.
9. Nomination for various training programmes conducted by DOP&T / ISTM / Tour matters.
10. Forwarding of applications for various posts.
11. Matters relating to Probity Portal.
12. Engagement of Consultants and DEOs.
13. Administering the Oaths on various occasions.
14. All matters pertaining to AVMS and Bio-metrics Attendance.
15. General Co-ordination and Plan Coordination.
16. NOCs for passports/applying for various exams.
17. LIMBS
18. Separate website for Department of Fisheries / Media / Social Media / I.T.
19. Aadhar based attendance system
20. All matters relating to International Cooperation including foreign visit.
21. All parliament matters / references including Parliament Questions.
22. All matters related to Nodal Departments and responsibility flowing from that with related Departments/Statutory bodies/State Govt. etc.
23. All matters related to General Administration, logistics, housekeeping and space, among others.
24. All residual matters

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शरद चन्द्र श्रीवास्तव 19  
S. C. SRIVASTAVA  
उप सचिव/Deputy Secretary  
भारत सरकार/Govt. of India  
कृषि एवं किसान कल्याण मंत्रालय  
Ministry of Agriculture & Farmers Welfare  
पशुपालन एवं डेयरी विभाग  
D/o Animal Husbandry & Dairying  
कृषि भवन, नई दिल्ली-110001