

F. No 2-12/2018-Admn. I
Government of India
Ministry of Culture
Archaeological Survey of India

Dharohar Bhawan,
24, Tilak Marg, New Delhi – 110001
Dated 13th September, 2019

OFFICE ORDER NO. 165 / 2019 –Adm. I **13 SEP 2019**

The allocation of work amongst officers at the level of Director and above in ASI and Channel of submission of files by them to DG (ASI) shall be as under which shall take effect immediately :-

Work allocations	Channel of Submission		
i) Administration / Planning ii) Housekeeping & Security iii) Vigilance iv) Parliament /CDN /O.L.	>>>>>>	Shri P. G Kaladharan, Director (Adm)	Shri. Rakesh Singh Lal, ADG (Admn)
Budget & Accounts / Cash	>>>>>>	>>>>>>>>	
Conservation	>>>>>>	Shri Janhwij Sharma, Jt. DG	
Horticulture	>>>>>>		
Science	Dr. Ramji Nigam, Director		
World Heritage	Shri. Daljeet Singh, Director		
NCF	Sh. Anil Tiwari, Director		
Web/IT Section	Sh. Anil Tiwari, Director	>>>>>>	
Institute of Archaeology	Dr. V. N. Prabhakar, Director	>>>>>>	
i) Exploration & Excavations ii) Epigraphy ii) TSP iv) Photo/ Drawing / Survey/Art	Dr. V. N. Prabhakar, Director (as additional charge)	Dr. M. Nambirajan, Jt. DG	
Monument Section -I	Sh. T. J. Alone, Director	Shri T.R. Sharma, Jt.DG	
i) Monument Section - II ii) Tourism related Projects iii) Light and Sound Shows	Smt. Arvin Manjul, Director		
iv) Swachhata Abhiyan / Cleaning of monuments / Disposal of scrap & obsolete items lying in Monument premises	Smt. Arvin Manjul, Director	Shri K. Lourdsamy, Director	
Publication	Shri. K. Lourdsamy, Director		
i) Library ii) CEP iii) RTI / Public Grievances			
Antiquity	Sh. Anil Tiwari, Director	Dr. Sanjay Manjul, Jt.DG	
Museum	Shri. Daljeet Singh, Director		
i) NMMA ii) BSP	Dr. Madhulika Samanta, Director	Smt. Satyabhama Badreenath, Jt. DG	

Contd....2/-



All proposals having administrative & financial angle and Parliament Questions shall be routed through ADG(Adm.) and the rest shall be submitted to DG directly.



(P. G. Kaladharan)
Director (Administration)

Copy to:

1. PS/PA to DG/ ADG(Admn)/ ADG(Arch)/ Jt.DG (Cons.) /All Directors at ASI Hqrs.
2. PS to HCM / Secretary (Cul.) / JS(ASI), MoC
3. Member Secretary, NMA, 24 Tilak Marg, New Delhi
4. Dy. Director (Admn.) / Dy. Director (A/Cs), ASI Hqrs., New Delhi
5. All Regional Directors of ASI.
6. All Archaeological Offices.
7. Adm-II / Vig. / General Sections, ASI
8. Pay and Accounts Office, ASI, New Delhi / Hyderabad
9. Web Manager, ASI Hqrs. Office, New Delhi
10. The President/ Secretary General, AIASA, New Delhi
11. Hindi Section for Hindi Version.