



## Haryana State Electronics Development Corporation Limited

(a state government undertaking)

हरियाणा राज्य इलैक्ट्रॉनिक्स विकास निगम लिमिटेड  
(हरियाणा सरकार का उपक्रम)

Chandigarh

### ORDER

The Government of India has launched 'Digital India' program with a vision to transform India into a digitally empowered society and knowledge economy by weaving together a large number of ideas and thoughts into a single, comprehensive vision so that each of them is seen as a part of a larger goal. The vision and scope of 'Digital India' is much wider than that of the National e-Governance Plan (NeGP) which was approved in 2006 with a focus on electronic delivery of services.

'Digital India' program would be implemented by the entire government machinery in coordination with the Department of Electronics & IT. In the state of Haryana, HARTRON has the honor to be one of the prime driving agencies to implement many of the initiatives under 'Digital India' program and thus IT plays a key role in implementing IT vision of the State.

Keeping in view the challenges, larger goals & objectives of 'Digital India' program, more responsibilities are being assigned to HARTRON by State authorities. Accordingly, the work distribution of HARTRON is hereby restructured and the following Divisions & Sections are hereby created with a view to align the organization to the 'Digital India' vision;-

Division	Section	Work routed through S/Sh./Ms.	Nodal Officer (DGM/AGM) S/Sh./Ms.	Section Head (SM/Mgr.) S/Sh./Ms.	Supporting officer S/Sh./Ms.
I	II	III	IV	V	VI
1.Services	1.1 Hiring & providing IT Professionals	Ashwani Kumar, HCS (Retd.) Co-ordinator	Rajesh Deswal, Project Manager (Services)	Suman Beniwal, Manager (Depl.)	--
	1.2 Exam (SETC)		--	Devender Malik, Section Officer (SETC)	
	1.3 Website/Web application Development & Maintenance		Rajender Singh, Asstt. General Manager (Services)-I	--	--
	1.4 Cyber Security		Jagan Nath, Asstt. General Manager (Services)-II	--	--
	1.5 UID		--	--	--
	1.6 e-Office		Sanjay Sethi, System Analyst	--	--

P.T.O.



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## ORDER

-2-

Division	Section	Work routed through S/Sh./Ms.	Nodal Officer (DGM/AGM) S/Sh./Ms.	Section Head (SM/Mgr.) S/Sh./Ms.	Supporting officer S/Sh./Ms.
I	II	III	IV	V	VI
1.Services	1.7 SRDB	Ashwani Kumar, HCS (Retd.) Co-ordinator	R. Sumanthra, ITA	--	--
	1.8 IVISS/ e-services			--	--
	1.9 Energy Billing (Research & Development)		Satyavir Solanki, Senior Engineer (Services)-I Ajay Chauhan, Senior Engineer (Services)-II	Rajbir Singh, Dy. Engineer (E) D.P. Yadav, Dy. Engineer (E) Yoginder Kaushik, Dy. Engineer (E)	--
	1.10 Voter ID		Mukesh Bajaj, Asstt. General Manager (Services)-III	Som Nath Arora, System Analyst	--
	1.11 Recruitment (online job applications, screening exams, merit lists)				--
	1.12 Scanning & Digitization of Data				Ramesh Malhotra, Asstt. Engineer (Q)
	1.13 CSC & e-District		Saranjit Singh, Senior Engineer (Services)-III	Satish Nandal, Asstt. Engineer (E) Pushpinder Kumar, Asstt. Engineer (M)	--
2. Infrastructure	2.1 Electronics City, Gurgaon	Ashwani Kumar, HCS (Retd.) Co-ordinator	M.K. Sardana, Senior Engineer (Infrastructure)-I	J.S. Berwal, Dy. Engineer (D) Anita, Asstt. Engineer (E)	--
	2.2 SWAN/ SDC			Roshan Lal, Asstt. General Manager (Infrastructure)-I Yoginder Singh, Coordinator (TP)	--
	2.3 SSDG STPI		N.K.Rattan, Asstt. General Manager (Infrastructure)-II	Tripta Kant Sharma, Dy. Engineer (P)	S.K. Jain, Sr. Tech. Asstt. (E)
	2.4 Construction & Maintenance of office buildings at Panchkula, Ambala &Gurgaon.			S.C.Gupta, Dy. Engineer (Civil)	Arvind Kumar, Sr. Tech. Asstt. (EL.)
	2.5 NOFN/NKN		Rajive Gulati, Senior Engineer (Education)	--	--

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**Chandigarh**

**ORDER**

-3-

Division	Section	Work routed through S/Sh./Ms.	Nodal Officer (DGM/AGM) S/Sh./Ms.	Section Head (SM/Mgr.) S/Sh./Ms.	Supporting officer S/Sh./Ms.
I	II	III	IV	V	VI
3. Education	3.1 Training	Ashwani Kumar, HCS (Retd.) Co-ordinator	Rajesh Deswal, Project Manager (Services)	--	Jaibir Singh, Section Officer (Trg.)
	3.2 Franchise		Rajender Singh, Asstt. General Manager (Services)-I	Naveen Chaudhary, System Analyst Bhagwat Prasad, Programmer	Prem Singh, Sr. Tech. Asstt.
	3.3 Skills		Rajive Gulati, Senior Engineer (Education) Pallavi Sandhir, Company Secretary	--	--
4. Procurement	4.1 Goods	MD	Rajiv Monga, Asstt. General Manager (Procurement)	Nirmal Parkash, Sr. Tech. Manager (Procurement)	--
	4.2 Works			Bhartendu Gupta, Programmer (Procurement)	--
5. Personnel & Administration	5.1 Personnel	MD	Naresh Sharma, Asstt. General Manager (Personnel & Administration)	--	Virender Singh, Section Officer (Admn.)
	5.2 Administration			--	Indra Sharma, Section Officer (Admn.)
6. Finance & Accounts	6.1 Finance	MD	Rakesh Choudhary, Senior Manager (Finance & Accounts)	Umed Singh Antil, Manager(F&A)	V.P. Khanna, Section Officer (Accts.)
	6.2 Accounts			Surinder Tinku, Coordinator (Accounts)	V.K. Jain, Section Officer (Accts.)
	6.3 Audit			--	--
7. Legal	7.1 Secretarial Work	MD	Pallavi Sandhir, Company Secretary	--	--
	7.2 Legal work			-	Virender Singh, Section Officer (Admn.)

For effective channelization of work, the following are also ordered:-

- i) Nodal Officer(s) will report to Managing Director but route their files through Sh. Ashwani Kumar, HCS (Retd.) Coordinator. Coordinator will report to MD.

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**Chandigarh**

**ORDER**

-4-

- ii) Nodal Officer(s) & Section Head(s) can be assigned additional duty(ies) as per the need/requirement.
- iii) The duties of subordinate staff shall be assigned by the respective Nodal Officer as per the need/requirement.
- iv) Nodal Officer(s) who are looking after other misc. work assigned from time to time will continue to look after such work in addition to the above work.
- v) The staff at the level of Assistant/Senior Clerk in the respective branches shall be custodian of the records and staff at the level of Clerks will carry out supportive work like Photostat/fax/providing requisite support for properly maintaining the files etc..
- vi) The seating arrangement of the officers/ staff will be as per the revised structure.
- vii) All the officers will take-over and hand-over the proper charge of the work allotted from/to the concerned officer immediately.

These orders are issued in the interest of the Corporation & for better coordination with State/Centre Government Departments and will supersede all the orders issued earlier with regard to creation of Division/Section and allocation of work.

Dated: 23.04.2015

Place: Chandigarh

Managing Director

Endst. No. HARTRON:EA-I:2015: 840

Dated: 23/4/15

A copy of the above is forwarded to the following for information & necessary action;-

1. Sh. Ashwani Kumar, HCS (Retd.),  
Coordinator,  
Corporate Office, Chandigarh
2. Sh. R. Sumanthra,  
IT Advisor, SIT  
HARTRON Bhawan, Panchkula
3. Project Manager,  
HARTRON Bhawan, Panchkula

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**Chandigarh**

**ORDER**

-5-

4. Senior Engineer (E),  
Electronics City, Gurgaon
5. Senior Engineer (O),  
IDDC & ERDC, Ambala
- ✓ 6. Assistant General Manager (Web)-cum-SPIO,  
Corporate Office, Chandigarh
7. Assistant General Manager (ESG),  
Corporate Office, Chandigarh
8. Assistant General Manager (P)-I,  
Corporate Office, Chandigarh
9. Assistant General Manager (P)-II,  
Corporate Office, Chandigarh.
10. Senior Engineer (E),  
Electricity Billing Centre, ERDC Campus, Gurgaon
11. Assistant General Manager (MSG),  
Corporate Office, Chandigarh.
12. Assistant General Manager (ID),  
HARTRON Bhawan, Panchkula
13. Senior Engineer (SDG),  
Corporate Office, Chandigarh
14. System Analyst (Capacity Building),  
Corporate Office, Chandigarh
15. Deputy Engineer(Civil),  
HARTRON Bhawan, Panchkula
16. Senior Manager (F&A),  
Corporate Office, Chandigarh
17. Company Secretary,  
Corporate Office, Chandigarh
18. PA to MD - For kind information of MD.
19. Office order file

Asstt. General Manager (P&A)  
for Managing Director, HARTRON