OFFICE ORDER No.50/2018

In supersession of this Ministry’s Order No.K-11025/23/2017-IEC Section dated 13th October, 2017, it has been decided that the Media Cell in this Ministry shall be headed by Shri Sudhir Kumar Pandey, Spokesperson of the Ministry for effectively coordinating all media related activities of the Ministry.

2. Shri Pandey shall report to JS (RD & PP) on a daily basis for previous day review and present day planning for clearance while interacting/disseminating information in social media/print media platforms. He will be assisted by the following officials who will be responsible for the work allocated to them as under:

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of the Official</th>
<th>Work Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ms. Sakshi Gupta, Dy. Manager (CC), WAPCOS</td>
<td>Collecting data pertaining to important events/activities on daily basis from various wing heads and organizations of the Ministry. Scrutinize and edit the material before dissemination in public domain through social media viz., Facebook and twitter.</td>
</tr>
<tr>
<td>2</td>
<td>Shri Junaid, IT Specialist</td>
<td>Developing infographics, designs for publicity in newspapers/magazines/posters/phamplets and other advertising material.</td>
</tr>
<tr>
<td>3</td>
<td>Shri Arvind Singh Tomar, Media Relation Officer, WAPCOS</td>
<td>Updating the social media platforms viz., Facebook/twitter etc. and liasoning with the media related activities with DAVP, NFDC Doordarshan, Lok Sabha TV etc.</td>
</tr>
</tbody>
</table>

3. All Organizational Heads are requested to share important information/developments in the official Whatsapp Group created and existing in the name MOWR, RD & GR (Official Group). The information/developments shared in the Group shall be analysed by the Media Cell and appropriate messages can be shared in public domain after taking necessary approval from JS (RD & PP).

(Narendra Singh)
Under Secretary to the Govt. of India
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E-Mail: usadmin-mowr@nic.in

Copy to:

1. PS to Minister (WR, RD & GR)/PS to Ministers of State (WR, RD & GR).
2. PS to Secretary (WR, RD & GR)/PPS to JS & FA/PPS to JS (A)/PPS to JS (RD &PP)
3. All Wing Heads in the MoWR, RD & GR.
4. All Heads of Organizations under the Ministry of Water Resources, RD & GR.,
5. Director (IEC), MoWR, RD & GR
6. Shri Sudhir Kumar Pandey, Spokesperson, MoWR, RD & GR.
7. Concerned Media Officials.
8. IEC Section, MoWR, RD & GR
9. All Officers in the MoWR, RD & GR.
10. NIC Cell for uploading on the Ministry's website.