

The functions & responsibilities amongst four (4) DDGs are distributed on Zone basis, as follows:

| Sl No. | Name | Designation |
|--------|----------------------------------|----------------------------------|
| 1. | Chandra Shekhar | DDG (Admn. & West) |
| 2. | Dinesh Chand Gupta | DDG (Security & East) |
| 3. | Amit Mishra | DDG (IT & South) |
| 4. | Additional charge to Amit Mishra | DDG (Policy & North) |

The description of duties of above designations is detailed below:-

1. DDG (Admn & West)

- 1 Staff/Establishment/Training, General Administration matters
- 2 PG cases/RTI Cases
- 3 MIS aggregations
- 4 parliament Questions/assurances/ other related matters
- 5 Holding of national level workshops/ Conferences, etc.
- 6 Any other work assigned from time to time.

2. DDG (Security & East)

- 1 Court cases
- 2 VIP references
- 3 Policy issues related to USOF
- 4 Policy issues related to Security matters.
- 5 Any other work assigned from time to time.

3. DDG (IT & South)

- 1 IT infrastructure
 - 2 Social Media monitoring
 - 3 Policy issues related to NT cell of DOT
 - 4 Policy related Disaster Management cell of DOT
 - 5 Green technology
- Any other work assigned from time to time.

4. DDG (Policy & North)

- 1 Budgeting
- 2 Audit matters
- 3 Policy issues related to CS/DS cell of DOT and Compliance thereof.
- 4 Policy issues related to AS cell of DOT and Compliance thereof.
- 5 Any other work assigned from time to time.

The distribution of 22 LSAs in each zone are as follows:-

| | |
|-------|--|
| North | Delhi, Haryana, HP, J&K, Punjab, UP(E), UP(W) |
| South | AP, Karnataka, Kerala, Tamil Nadu |
| East | Assam, Bihar, Kolkata, NE, Orissa, West Bengal |
| West | Gujarat, MP, Maharashtra, Mumbai, Rajasthan |