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

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Name</th>
<th>Designation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Chandra Shekhar</td>
<td>DDG (Admn. &amp; West)</td>
</tr>
<tr>
<td>2.</td>
<td>Rajni Taneja</td>
<td>DDG (Security &amp; East)</td>
</tr>
<tr>
<td>3.</td>
<td>Amit Mishra</td>
<td>DDG (IT &amp; South)</td>
</tr>
<tr>
<td>4.</td>
<td>Tarun Kumar</td>
<td>DDG (Policy &amp; North)</td>
</tr>
</tbody>
</table>

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
   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:-

<table>
<thead>
<tr>
<th>Zone</th>
<th>LSAs</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Delhi, Haryana, HP, J&amp;K, Punjab, UP(E), UP(W)</td>
</tr>
<tr>
<td>South</td>
<td>AP, Karnataka, Kerala, Tamil Nadu</td>
</tr>
<tr>
<td>East</td>
<td>Assam, Bihar, Kolkata, NE, Orissa, West Bengal</td>
</tr>
<tr>
<td>West</td>
<td>Gujarat, MP, Maharashtra, Mumbai, Rajasthan</td>
</tr>
</tbody>
</table>