FUNCTIONAL RESPONSIBILITIES OF DIVISIONS AND WORK ALLOCATION OF S&T OFFICERS IN MEITY

Date: 28-06-2024

Name of Division: CYBER SECURITY DIVISION

(A)   Functional Responsibilities

1. Strategic Activities:

    i.   National Cyber Security Policy & National Cyber Security Strategy (NCSS) implementation & related issues.

    ii.   Development & Implementation of Cyber Crisis Management Plan (CCMP) by Government entities.

    iii.   Directives for appointment of CISOs and their roles & responsibilities.

    iv.   Measures to enhance Cyber Security posture within Government.

    v.   Guidelines and Best Practices for cyber security.

    vi.   Cyber Security Standards development with BIS/ISO.

    vii.   Global Cyber Security Index.

    viii.   International Cooperation related to Cyber Security (such as MoUs, bilateral/ multilateral cyber issues, Cyber Dialogues etc.).

    ix.   Cyber Security Start-up promotion initiatives.

    x.   Public procurement order for Cyber Security Products.

    xi.   Grand Challenge for Cyber Security 2.0

    xii.   Supporting in implementation of National Security Directive on Telecommunication sector.

    xiii.   Program Division for CERT-In. Processing of strategic, technical, operational and administrative matters with due diligence.

2. Operational Activities:

    i.   CISO related responsibilities including:
- Cyber Security initiatives for MeitY.
- Monitoring of CISO activities of MeitY organisations.
- Interaction with MeitY organizations related to resolution of cyber security incidents reported by CERT-In.

    ii.   Online monitoring of Cyber Incidents on Pratiman platform.

    iii.   Cyber Surakshit Bharat Programme for Chief Information Security Officers (CISO).

    iv.   Notification of cyber forensics labs as examiner of electronic evidence as per 79A of IT Act.

    v.   Collaboration with other Ministries/Departments /agencies such as MHA, DoT, NSCS, NCIIPC etc. for cyber security matters.

    vi.   Parliamentary matters related to cyber security (such as Parliament questions, Parliamentary Standing Committee meetings etc.).

    vii.   Providing inputs to Co-ordination division/ ICD/ other divisions w.r.t. cyber security matters.

    viii.   Members of various committees of MHA, NSCS, various Ministries, NIXI, SEBI, power sector, financial sector etc.

    ix.   To organise knowledge sessions with technology companies to understand upcoming technologies, various solutions and also inviting concerned stakeholders.

    x.   Taking up new projects in Cyber Security.

(B)   Work Allocation of S&T Officers in the Division

Sl. No.	Name & Designation of S&T Officer	Work Allocation (in brief)

1.	Smt. Savita Utreja, Group Coordinator & Scientist 'G'	1. Group Coordinator for following:
		    (i) Cyber Security Division
		    (ii) Indian Computer Emergency Response Team (ICERT)
		2. CISO for MeitY.
		3. CVO of NIELIT.

2.	Mr. Sushil Kumar Nehra Scientist 'F'	1. CCMP & ISMS Implementation. 2. Notification of cyber forensics labs as examiner of electronic evidence as per 79A of IT Act. 3. Cyber Security Grand Challenge Project 2.0 4. Nation Cyber Security Policy/ Strategy and policy matter related to Cyber security. 5. Coordination with NSCS, DoT & NIC w.r.t. Cyber Security issues. 6. Union War Book 7. Global Cyber Security Index 8. Sub Appellate Authority 9. Cyber Security Standards development with BIS/ISO 10. Support for Cyber Security Meetings/ Follow-up meetings chaired by Hon'ble MEIT/ Hon'ble MoS/ Cabinet Secretary / Home Secretary 11. Matters related to Critical Information Infrastructure/ NCIIPC Matters. 12. Taking up new projects in cyber security 13. VIP/PMO/MP matters. 14. Sub Appellate Authority 15. Parliament Matters & Parliament Questions 16. Coordination activities related to CISO's of other Ministries/Departments 17. Cyber Security issues in emerging areas 18. Any other work assigned by AS/ GC time to time
3.	Mr. Vinod Kumar Chouhan, Scientist 'E'	1. Public Procurement (Preference to Make in India) Order for Cyber Security Products 2. CERT-In/NCCC Matters. 3. Cyber Surakshit Bharat training programme. 4. International cooperation / International matters related to cyber security. 5. Cyber Security issues involving MoUs. 6. Evaluating officer from MeitY for evaluation committee of trusted products at NSCS. 7. Nodal person for website content updation. 8. Taking up new projects in Cyber Security.

		9. To organise knowledge sessions with technology companies to understand upcoming technologies, various solutions
		10. First Appellate Authority.
		11. VIP/PMO/MP matters.
		12. Parliament Matters & Parliament Questions.
		13. Nodal person for providing consolidated inputs to Coordination group/CSC/EPD/IFD
		14. Logo support and 'NOC' for Conferences/Summit/ Workshops etc.
		15. Any other work assigned by AS/GC time to time
4.	Mr. Raushan Kumar, Scientist 'C'	1. Setting up of Security Operation Centre in MeitY.
		2. Budgetary matters related to Cyber Security Division.
		3. CERT-In/NCCC Budgetary & Administrative matters.
		4. Support for Cyber Security Meetings/ Follow-up meetings chaired by Hon'ble MEIT/ Hon'ble MoS/ Cabinet Secretary / Home Secretary
		5. Global Cyber Security Index
		6. Matters related to Critical Information Infrastructure/ NCIIPC Matters.
		7. Taking up new projects in Cyber Security.
		8. Matters related to Quad Senior Cyber Group
		9. VIP/PMO/MP matters.
		10. Parliament Matters & Parliament Questions.
		11. Central Public Information Officer (CPIO) for Cyber Security Division.
		12. Any other work assigned by AS/GC time to time
5.	Mr. Abhinav Kumar Singh, Scientist 'B'	1. Support to Mr. Sushil Kumar Nehra, Scientist "F" for all activities handled by him except activities mentioned at point 9 & 10 against Sci 'F'(SKN)
		2. Coordinator for CISO activities of MeitY
		3. Cyber Security standards development with BIS/ISO.
		4. Interaction with various MeitY organisations for resolution of incidents.
		5. Parliament Matters & Parliament Questions
		6. Any other matter assigned by GC/ Reporting Officer time to time
6.	Mr. Abhay Garg Scientist 'B'	1. Support to Mr. Vinod Kumar Chouhan, Scientist "E" for all activities handled by him
		2. Nodal person for VIP/PMO/MP matters
		3. Nodal person for PRIME Portal.
		4. Public Grievance Officer (PGO) for Cyber Security Division.
		5. Parliament Matters & Parliament Questions
		6. Any other matter assigned by GC/ Reporting Officer time to time