

Ashok Kumar Singh
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EDUCATION

1981-1983	Agra University, Agra, INDIA Master of Science, Chemistry
1979-1981	St. John's College, Agra, INDIA Master of Arts, Political Science and International Relations
2002	The Public Law Centre, International Legislative Drafting Institute, New Orleans, USA Certificate in Legislative Drafting

CAREER PROGRESSION

1987	Joined as Class 1 Officer in Lok Sabha Secretariat, Parliament of India
1996	Appointed as Officer on Special Duty to Union Home Minister
1997	Appointed as Private Secretary to Minister of Planning, Government of India
1998	Appointed as Deputy Secretary, Lok Sabha Secretariat
2004	Appointed as Director
2009	Appointed as Joint Secretary
2015	Appointed as Additional Secretary
2018	Appointed as Secretary, Lok Sabha, Parliament of India
2018	Appointed as Secretary, Government of India, National Commission of Scheduled Tribes
2020	Superannuated as Secretary to Government of India
2021	Appointed as Advisor to Deputy CM, Nagaland

PROFESSIONAL WORK EXPERIENCE

2021-2024	As Advisor to Deputy CM, Nagaland - Rendered advice on various matters of Government of Nagaland pending in Central ministries. - Also advised on enhancing coordination with Nagaland cadre IAS/IPS officers on deputation to Central government. - Facilitated meetings of Deputy CM etc. with Union Ministers etc.
2019-2020	As Secretary to Government of India, National Commission for Scheduled Tribes (NCST) NCST is an Indian constitutional body established to oversee the implementation of various safeguards provided to Scheduled Tribes under the Constitution. - Investigated and monitored all matters relating to the safeguards provided for the Scheduled Tribes (Constitutionally designated groups of historically disadvantaged people in India) under the Constitution - Participated and advised in the planning process of socio-economic development of the Scheduled Tribes and evaluated the progress of their development under the Union and any State - Presented to the President of India, Annual Report, upon the working of those safeguards. ➤ Visited Jharkhand, Rajasthan, Tamilnadu, Meghalaya, Gujrat, Karnataka, Telengana, Uttar Pradesh, Odhisha and Assam and held meetings with Hon. Governors, Hon. Chief ministers and Chief secretaries and other officers for state level review to monitor the status of constitutional safeguards. Attended 12 meetings of the National Commission on various issues brought before it including the inclusion/exclusion in STs. Also, assisted Commission in nearly 100 hearings on grievances, petitions submitted to the Commission on issues pertaining to Union ministries, public sector undertakings, educational institutions etc.
1987-2019	Exposure Of Parliamentary Work - Assisted and briefed Hon'ble Speaker/Hon'ble Deputy Speaker/Hon'ble, Hon'ble Chairpersons/Hon'ble MPs on Rules of Procedure and Conduct of Business in Lok Sabha, Parliamentary Practices/Parliamentary Questions, Legislative Bills, discussions in Lok Sabha, heritage issues, General Works, agenda for meetings, conferences, seminars, bilateral discussions, meetings, functions etc. - Provided support system as Secretary in charge of the following Parliamentary Committees: Public Accounts Committee, Committee on Estimates, House Committee, Committee on Govt. Assurances, Committee on MPLADs, Committee on Petitions, Standing Committees: Agriculture, Defence, External Affairs, Coal & Steel, Energy, Petroleum & Natural Gas, Finance, Social Justice & Water Resources. Joint Parliamentary Committees: JPC on Food Management, JPC On Heritage, JPC on Installation of Portraits and Statues in Parliament House Complex, JPC on MSA. ➤ Attended nearly 1500 meetings of Parliamentary committees and provided required inputs and support. Accompanied Parliamentary committees in nearly 100 study visits to various parts of the country and participated in about 750 discussions on ministries/state governments/institutions/organisations/non-governmental organisations/subordinate offices etc. ➤ In-depth involvement in drafting more than 450 reports of Parliamentary committees on wide ranging issues and

subjects pertaining to the Ministries of Defence, External affairs, Power, New and renewable energy, Water resources, Social justice, Agriculture, Petroleum and Natural gas, Labour, Finance, Housing and Urban affairs etc. covering almost entire domain of executive functioning. As Secretary to Public Accounts Committee carried out exhaustive analysis of C&AG reports and related material for preparation of PAC Reports therein.

- Performed the functions of Secretary to Indian Parliamentary Delegations as and when deputed.
- As a Faculty Member at the Bureau of Parliamentary Studies and Training, delivered many lectures on parliamentary themes to both national and international participants attending various capacity building programmes at the Bureau.
- Worked as the Public Information Officer of the Parliament of India and provided required information to members of public under Right to Information Act.
- Responsible for and associated with Lok Sabha TV Channel and Lok Sabha Radio Channel, that covered telecast of parliamentary proceedings and other public affairs programs and to make accessible to all the work of the parliamentary and legislative bodies of India
- Headed Recruitment wing of Lower House (Lok Sabha) of Indian Parliament and supervised screening of candidates and conducting of examinations to induct talented personnel in the Secretariat
- Other Projects Executed: Vithalbhai Patel House Extension, Member of Parliaments Flats, Parliament House Annexe Extension Building, Re-construction of North/South Avenue flats of Member of Parliaments

Deputation to Government of India

1996-1997 Officer on Special Duty to Union Home Minister

- Assisted Hon'ble Minister in time management; visits within and outside the country; cabinet meetings and other inter/intra ministerial meetings; disposal of petitions/representations; interaction with other Ministers/Senior Officials; handling of confidential and secret matters.

1997-1998 Private Secretary to Union Minister of State for Planning

- Assisted and Advised Hon'ble Minister in evaluation and framing of policies in close coordination with the Planning Commission of India

CONFERENCES AND SEMINARS

1991	Commonwealth Parliamentary Association Conference, New Delhi
1993	Inter Parliamentary Union Conference, New Delhi,
2010	20th Conference of Speakers and Presiding Officers of the Commonwealth, New Delhi
2013	3rd Westminster Workshop on the PAC, London
2015	Seminar on Role of Parliamentarians and Constituency Development Fund, CPA, London
	ACPAC Biennial Conference, Adelaide, Australia
	All India Conference of Chairpersons of PAC, New Delhi
2016	62nd CPA Conference, London
	National Women's Conference, New Delhi\
2017	ACPAC Biennial Conference, Brisbane, Australia
2018	National Legislators Conference, New Delhi

AWARDS AND CERTIFICATES

1991	Certificate of Appreciation by Speaker, Lok Sabha
1993	Certificate of Appreciation by Speaker, Lok Sabha
1994	Certificate of appreciation by Speaker, House of Commons, UK
2002	Certificate of Honour by World Trade Centre, New Orleans, US, 2002
2002	Certificate of Merit by Mayor of New Orleans USA, 2002
2013	Certificate of appreciation by Chairperson, Standing Committee on Finance
2014-2018	Certificate of appreciation by Chairperson, PAC

TRAVELS

- Domestic: Travelled extensively within the country to all states capitals as Secretary to Parliamentary Committees.
- International: Visited USA, UK, Australia, Chile, Uruguay, Paraguay, Belarus & Japan as Secretary to Indian Parliamentary Delegation.