

Ministry of Petroleum and Natural Gas
Incumbency as on 25.02.2020

S. No.	Category/Name of Posts	Level of Pay	Sanction Strength	Employees in position as on 25.02.2020
Group 'A'				
1.	Secretary	L-17	01	01
2.	Pr. Adviser (IES)	L-17	01	00
3.	Additional Secretary	L-15	01	00
4.	Additional Secretary & Financial Adviser	L-15	01	01
5.	Joint Secretary	L-14	04	04
6.	Economic Adviser	L-14	02	02
7.	Deputy Director General	L-14	01	01
8.	Director/Dy. Secretary [Central Staffing] (including 1 post of Director (DBTL), created temporarily)	L-12/13	06	02
9.	Director/ Deputy Secretary [CSS]	L-12/13	08	07
10.	Director (E&S)	L-12	01	01
11.	PSO/Sr. PPS	L-12	04	04
12.	Joint Director (OL)	L-12	01	01
13.	Under Secretary	L-11	20	18
14.	Deputy Director (OL)	L-11	01	01
15.	Principal Personal Secretary	L-11	13	11
16.	Assistant Director (E&S)	L-10	01	00

Group 'B' (Gazetted)				
1.	Assistant Director (OL)	L-10	02	01
2.	Section Officer	L-8/10	39	29
3.	Personal Secretary	L-8/10	20	17
4.	Assistant Library and Information Officer	L-7	01	00
5.	Sr. Statistical Officer	L-7	01	01

Group 'B' (Non-Gazetted)				
1.	Assistant Section Officer	L-7	48	40
2.	Personal Assistant	L-7	14	04
3.	Sr. Hindi Translator	L-7	02	01
4.	Jr. Hindi Translator	L-6	02	01
5.	Jr. Statistical Officer	L-6	01	01

Group 'C'				
1.	Sr. Secretariat Assistant	L-4	11	05
2.	Steno Gr. 'D'	L-4	26	03
3.	Roneo Operator	L-4	01	00
4.	Jr. Secretariat Assistant	L-2	05	04
5.	Multi Tasking Staff	L-1	61	39
6.	SCD Gr.I	L-5	02	01
7.	SCD Gr.II	L-4	01	01
8.	SCD Ordinary Grade	L-2	02	00
9.	Despatch Rider	L-2	02	02
10.	Manager (Canteen)	L-6	01	00
11.	Assistant Manager-cum-Store Keeper	L-4	01	00
12.	Halwai-cum-Cook	L-7	01	00
13.	Asstt. Halwai-cum-Cook	L-4	01	01
14.	Clerk	L-2	02	01
15.	Canteen Attendant	L-1	07	03
	Total	---	320	210