

## BIODATA

Name: Mrs. Rajwant Sandhu

Date of Birth: 18.3.1952

### Education:

- Completed schooling from the Lawrence School, Sanawar, Kasauli, District Solan in 1967.
- B.Sc. & M.Sc. (Hons.) in Chemistry from Punjab University, Chandigarh.
- PGDM (Finance), IGNOU.

### Career Profile:

- Joined Indian Administrative Services in 1975.
- Training at Lal Bahadur Shastri National Academy of Administration and Field Training in Kangra District- 1975 – 1977.

### Some posts held in Himachal Pradesh:

- SDM, Ghumarwin – 1977 – 1978.
- Deputy Commissioner, Mandi – 1984-1986
- Settlement Officer, Dharamsala – 1986-88
- Served as Managing Director, HP State Civil Supplies Corporation and HPFC – 1993-1996.
- Secretary to Government of H.P. in the departments of Education, Technical Education, Rural Dev., S&T, Forests)– 1996-1999.
- Principal Secretary (IPH) to the Government of H.P. – 2005-2007.

### Posts held in Government of India:

- Deputy Secretary/Director, Ministry of Defence, GoI – 1988-1993.
- Joint Secretary, Ministry of Social Justice & Empowerment, GoI – 2000-2004.
- Additional Secretary & Special Secretary, Ministry of Panchayati Raj, GoI – 2007-2009.
- Secretary, Department of Drinking Water Supply, Ministry of Rural Development, GoI – 2009-2010.

### Special Interests:

- Administrative Reforms, Environment and Conservation of Resources.
- Travel.

**Complete Biodata**Name : **Ms. Rajwant Sandhu**Identity No. **01HP006600**Service/Cadre/Allotment Year : **IAS/Himachal Pradesh/1975**Source of Recruitment : **RR**Date of Birth : **18/03/1952**Sex : **FEMALE**Place of Domicile : **Punjab**Mother Tongue : **PUNJABI**Indian Languages Known : **HINDI ENGLISH PUNJABI**

Foreign Languages Known :

Retirement Reason : **ON SUPERANNUATION****II. Details of Central Deputation**

- A. 1. Whether Presently on deputation to GOI? **No**
2. Date of Start of Central Deputation
3. Expiry Date of tenure of Central Deputation
4. Tenure Code **TENURE NOT APP**
- B. If in Cadre, date of reversion from Central Deputation, if any
- C. Whether debarred from Central Deputation? **No**
- If so, period of debarment -

**III. Educational Qualifications**

Sl.No	Qualification Institute/University/Place	Subjects	Division
1	GRADUATE	CHEMISTRY	First
2	P.G.	ORGANIC CHEMISTRY	First
3	MBA IGNOU, New Delhi	FINANCE	

**IV. Experience Details**

Sl.No	Designation/Level	Department/Office	Organization	Experience (Major/Minor)	Period (From/To)
1	S D M Jr. Time Scale		CADRE	Land Revenue Mgmt & District Admn Sub Divisional Admn	01/07/1977 01/07/1978
2	Jt Registrar Jr. Time Scale		CADRE	Agriculture & Cooperation Cooperatives	01/07/1978 01/07/1980
3	Addl Registrar Sr. Time Scale		CADRE	Agriculture & Cooperation Cooperatives	01/07/1980 01/10/1980
4	Dy Secy Sr. Time Scale		CADRE	Environment & Forests Forests	01/10/1980 01/01/1981
5	Addl Registrar Sr. Time Scale		CADRE	Agriculture & Cooperation Cooperatives	01/01/1981 01/09/1981
6	Director Sr. Time Scale		CADRE	Personnel & General Admn Personnel Training	01/09/1981 01/06/1982

7	Secretary Sr. Time Scale		CADRE	Personnel & General Admn Recruitment Bd/Service Commn	01/06/1982 01/02/1983
8	Dy Commr Sr. Time Scale		CADRE	Land Revenue Mgmt & District Admn District Admn	01/06/1984 01/10/1986
9	Settlement Officer Dy Secy Level/JAG		CADRE	Land Revenue Mgmt & District Admn Settlement	01/10/1986 01/06/1988
10	Dy Secy Dy Secy	M/o Defence D/o Defence	CENTRE-N.DELHI	Defence Defence	01/06/1988 01/06/1989
11	Director Director	M/o Defence D/o Defence	CENTRE-N.DELHI	Defence Defence	01/07/1989 01/03/1993
12	Managing Director JS Level/Level - I		CADRE	Consumer Affairs, Food & PD Civil Supplies	01/03/1993 01/02/1994
13	Managing Director JS Level/Level - I	HP Finl Corpn	CADRE	Industries Industrial Dev	01/02/1994 01/02/1996
14	Commr & Secy JS Level/Level - I		CADRE	Rural Dev Rural Development	01/02/1996 01/07/1996
15	Commr & Secy JS Level/Level - I	Education Deptt	CADRE	Human Resource Dev Education	04/07/1996 01/04/1998
16	Commr & Secy JS Level/Level - I	Panchayati Raj Deptt	CADRE	Rural Dev Rural Development	01/04/1998 01/01/2000
17	Commr & Secy JS Level/Level - I	Forest Deptt	CADRE	Environment & Forests Forests	26/06/1998 01/01/2000
18	Jt Secy Joint Secy	M/o Social Justice & Empowerment	CENTRE-N.DELHI	Social Justice & Empowerment Welfare	05/01/2000 04/01/2005
19	Pri Secy Addl Secy Level	Irrigation & Public Health Deptt	CADRE	Water Resources Irrigation	12/03/2005 16/04/2007
20	Pri Secy Addl Secy Level	Training Deptt	CADRE	Personnel & General Admn Personnel Training	13/12/2005 16/04/2007
21	Fin Commr Addl Secy Level	Finance Deptt Appeals	CADRE	Finance Revenue	01/02/2006 16/04/2007
22	Addl Secy Addl Secy	M/o Panchayati Raj New Delhi	CENTRE-N.DELHI	Local Self Govt Panchayati Raj	16/04/2007 17/05/2009
23	Spl Secy Secy Equiv	M/o Panchayati Raj	CENTRE-N.DELHI	Local Self Govt Panchayati Raj	17/05/2009 14/09/2009
24	Secretary Secretary	M/o Rural Dev D/o Drinking Water Supply	CENTRE-N.DELHI	Rural Dev Drinking Water Supply	14/09/2009 30/06/2010
25	N.A. Secy Level		CADRE	N.Applicable/N.Available Not Applicable	01/07/2010

## V. Mid Career Training Details

N I L

## VI. In-Service Training Details

Sl.No	Year	Training Name	Institute	City	Duration (Weeks)
1	1985-1986	Motivation, Attitude & Beh.in Pub.Service	PSIPA		1
2	1986-1987	Credit to Priority Sector	College of Agricultural Banking (Reserve Bank of India)	Pune	1
3	1987-1988	Investment Planning and Policy Analysis	IEG		1
4	1988-1989	Mgt. Concepts & Decision Making	Indian Institute of Management	Ahmedabad	4
5	1988-1989	MIDDLE LEVEL 4 WEEKS	Indian Institute of Management	Ahmedabad	4
6	1989-1990	MIS & Computer Appl. in Govt Level-I	Dr. MCR HRD Institute of Andhra Pradesh	Hyderabad	1
7	1990-1991	Project Management Level-I	Indian Institute of Management	Bangalore	1
8	1992-1993	International Trade	Indian Institute of Foreign Trade	New Delhi	1
9	1995-	International Business Management	Administrative Staff College of India	Hyderabad	1

	1996			
10	1998-1999	Universalising Education	Lal Bahadur Shastri National Academy Of Administration	Mussoorie 1
11	2000-2001	MS Office 97 and Internet Applications	National Institute of Information Technology	New Delhi 1
12	2004-2005	Ethical Issues in Today's Administration	Lal Bahadur Shastri National Academy Of Administration	Mussoorie 1

### VII. Domestic Training Details

SI.No	Year	Training Name	Duration (Weeks)
1	1980	PUB UNI EXEC DEV	6
2	1981	IIPA ND TRAINING	2

### VIII. Foreign Training Details

SI.No	Year	Training Name	Duration (Weeks)	Country
1	1982	COL.PLAN TRG FOR TRAIN	12	UNITED KINGDOM
2	1980	SEMINR SRILANKA COOP	3	NA/OTHERS
3	1991	COL.PLAN NL GOVT ADMN	6	JAPAN

A. 1. Whether Debarred from Foreign Training ? : No

2. If so, period of debarment -

### IX. Awards / Publications Details

N I L

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