

Chapter-1 Mandate and Organisational Structure of the Ministry of Home Affairs

1.1 The Ministry of Home Affairs (MHA) discharges multifarious responsibilities, the important among them being - internal security, border management, Centre-State relations, administration of Union Territories, management of Central Armed Police Forces, disaster management, etc. Though in terms of Entries 1 and 2 of List II – ‘State List’ – in the Seventh Schedule to the Constitution of India, ‘public order’ and ‘police’ are the responsibilities of States, Article 355 of the Constitution enjoins the Union to protect every State against external aggression and internal disturbance and to ensure that the Government of every State is carried on in accordance with the provisions of the Constitution. In pursuance of these obligations, the Ministry of Home Affairs continuously monitors the internal security situation, issues appropriate advisories, shares intelligence inputs, extends manpower and financial support, guidance and expertise to the State Governments for maintenance of security, peace and harmony without encroaching upon the constitutional rights of the States.

1.2 The list of existing Divisions of the Ministry of Home Affairs indicating major areas of their responsibility are as below:

Administration Division

1.4 The Administration Division is responsible for handling all administrative and vigilance matters and allocation of work among various Divisions of the Ministry. Administration Division is also the Nodal Division for matters relating to Right to Information Act, 2005. The Division also deals with the administrative matters of the Secretariat Security Organisation.

Border Management-I (BM-I) Division

1.5 BM-I Division deals with issues relating to strengthening of International land borders, their policing and guarding which encompasses management of land borders by creating and improving infrastructure works like border fencing, border roads, border flood lighting, Border Out Posts of border guarding forces along Indo-Pakistan, Indo-Bangladesh, Indo-China, Indo-Nepal, Indo-Bhutan and Indo-Myanmar borders. BM-I Division also deals with matters related to Empowered Committee on Border Infrastructure (ECBI).

Border Management-II (BM-II) Division

1.6 BM-II Division deals with matters relating to Border Area Development Programme (BADP), Coastal Security Schemes(CSS) and Land Ports Authority of India (LPAI). The BADP is a Core Centrally Sponsored Scheme being implemented through the State Governments as a part of comprehensive approach to the border management. The Coastal Security Scheme is implemented in Phases for providing financial assistance for creation of infrastructure relating to costal security in the Coastal States/UTs. BM-II Division is also responsible for establishment matters of LPAI, which is entrusted with construction, development and maintenance of Integrated Check Post (ICPs) on the land borders of the country and coordination with various stakeholders for development of ICPs.

Coordination & International Co-operation (CIC) Division

1.7 The CIC Division (Coordination Wing) deals with intra-Ministry coordination work, Parliamentary matters, public grievances (PGs), monitoring of court cases, official language, publication of annual report of the Ministry, website management, record retention schedule, custody of classified and non-classified records of the Ministry, matters relating to e-Samiksha, furnishing/publication of various reports relating to employment of SCs/STs and Persons with Disabilities, achievements of the Ministry etc.

1.8 The International Cooperation (IC) wing of the Division is the nodal Division for all matters pertaining to finalization/negotiations of agreements/treaties in respect of security cooperation, illicit trafficking in narcotic drugs and bilateral mutual legal assistance treaties (MLATs). It also is the focal point in MHA for work in respect of SAARC, BIMSTEC, ASEAN, Shanghai Cooperation Organisation (SCO) etc. The division also coordinates for security clearance in respect of all MoUs/Agreements signed with foreign countries and Bilateral dialogues/meetings at Home Minister and Home Secretary level.

Centre-State (CS) Division

1.9 The CS Division deals with Centre-State relations, including working of the constitutional provisions governing such relations, appointment of Governors, creation of new States, nominations to the Rajya Sabha / Lok Sabha, Inter-State boundary disputes, over-seeing the crime situation in States, imposition of President's Rule, etc.

1.10 Public Section in CS Division handles the work related to Bharat Ratna Award, Padma Awards, Warrant of Precedence, Ashok Chakra series of Gallantry Awards, Jeevan Raksha Padak, National Flag, National Anthem, State Emblem of India etc.

Cyber and Information Security (CIS) Division

1.10 CIS Division was created in October, 2017 to address the issue of growing concerns of cyber security and cyber crime in the country. The CIS Division handles matters/work relating to implementation of National Information Security Policy and Guidelines (NISPG) by all the Government Ministries and Departments, cyber security and risk assessment of IT infrastructure of various Government Ministries/Departments/Organizations, coordination in handling of cybercrime in the country, Scheme on prevention of cybercrimes against woman and children, Indian Cyber Crime Coordination Centre (I4C) Scheme, establishment of cyber forensic laboratories, regular information security audits, international conventions on cyber security and cybercrimes, Lawful Interception and NATGRID.

Counter Terrorism and Counter Radicalization (CTCR) Division

1.11 Counter Terrorism and Counter Radicalization Division deals with matters relating to policy and operational issues on terrorism, counter radicalization/ de-radicalization, combating financing of terrorism and administrative, financial and statutory matters of National Investigation Agency (NIA).

Disaster Management (DM) Division

1.12 DM Division is responsible for legislation, policy, capacity building, prevention, mitigation, long term rehabilitation, response, relief and preparedness for natural calamities and man-made disasters (except drought and epidemics).

Finance Division

1.13 The Division is responsible for formulating, operating and controlling the budget of the Ministry and other matters pertaining to expenditure control & monitoring and financial advice, etc.

Foreigners Division

1.14 Foreigners Division deals with all matters relating to visa, Protected Area Permit (PAP) / Restricted Area Permit (RAP) regimes, immigration, citizenship, overseas citizenship of India, acceptance of foreign contribution and hospitality.

Freedom Fighters and Rehabilitation (FFR) Division

1.15 FFR Division frames and implements the Swatantrata Sainik Samman Pension Scheme and the schemes for rehabilitation of migrants from former West Pakistan / East Pakistan and provision of relief to Sri Lankan and Tibetan refugees.

Internal Security – I (IS-I) Division

1.16 Internal Security-I Division deals with matters relating to internal security, law & order, Punjab; protection of human rights; national integration, communal harmony, Ayodhya, observance of National Unity Day; arms and explosives; security of persons and of vital installations; security clearances of projects and proposals; matters relating to BPR&D and establishment of National Police University.

Internal Security – II (IS-II) Division

1.17 Internal Security-II Division deals with matters relating to extradition, mutual legal assistance , Interpol, Drug Law Enforcement & Narcotics Control Bureau (NCB), the National Security Act and Central Scheme for Assistance to Civilian Victim/Families of Victims of Terrorist/Communal/LWE Violence and Cross Border Firing and Mine/IED Blasts on Indian Territory.

Jammu, Kashmir and Ladakh Affairs

Will be uploaded soon.

Judicial Wing

1.19 The Judicial Wing deals with all the matters relating to the legislative aspects of the Indian Penal Code (IPC), Code of Criminal Procedure (CrPC) and also the Commission of Inquiry Act. It also handles matters relating to the State legislations which require the assent of the President of India under the Constitution, political pension to erstwhile rulers before independence and mercy petitions under Article 72 of the Constitution of India.

Left Wing Extremism (LWE) Division

1.20 LWE Division monitors the LWE situation and counter-measures being taken by the affected States with the objective of improving ground-level policing and development response as per the location specific action plans formulated / to be formulated by the affected States. It also reviews proper implementation of various developmental schemes of Ministries / Departments concerned in the LWE affected areas and optimum utilisation of funds released under such schemes.

North East (NE) Division

1.21 The NE Division deals with the internal security and law & order situation in the North-Eastern States, including matters relating to insurgency and talks with various extremist groups operating in that region.

Police – I (P-I) Division

1.22 Police-I Division functions as the cadre controlling authority in respect of Indian Police Service (IPS) and also deals with all matters relating to training of police personnel, award of President's Police Medals for Meritorious / Distinguished service and Gallantry, etc.

Police – II (P-II) Division

1.23 Police-II Division deals with all matters relating to Central Armed Police Forces (CAPFs), including their deployment.

Police Modernisation (PM) Division

1.24 The PM Division handles work relating to modernisation of State Police Forces, provisioning of various items for modernisation of Central Armed Police Forces, police communication, Police Reforms, Administration of Private Security Agencies (Regulation) Act, 2005, etc.

Union Territories (UT) Division

1.25 The UT Division deals with all legislative and constitutional matters relating to Union Territories, including National Capital Territory of Delhi. It also functions as the cadre controlling authority of the Arunachal Pradesh-Goa-Mizoram and Union Territory (AGMUT) cadre of Indian Administrative Service (IAS) / Indian Police Service (IPS) as also Delhi-Andaman and Nicobar Island Civil Service (DANICS) / Delhi-Andaman and Nicobar Island Police Service (DANIPS). It is also responsible for over-seeing the crime, law & order situation in the Union Territories.

Women Safety Division

1.26 The Government gives utmost priority to woman safety in the country. To this purpose it enacted the Criminal Law (Amendment) Act, 2018. In order to ensure that the amendments in law effectively translate at ground level, and to enhance women safety in the country, the Government has set up a Women Safety Division in the Ministry of Home Affairs on 28th May, 2018 to strengthen measures for safety of women in the country and instill greater sense of security in them through speedy and effective administration of justice in a holistic manner and by providing a safer environment for women. The new Division is responsible for policy formulation, planning, coordinating, formulating and implementing projects/schemes to assist States/Union Territories to achieve the objective, as also prison reforms and related subjects. This inter-alia includes increased use of IT and technology in criminal justice system and enabling a supportive eco-system for forensic sciences and crime & criminal records.
