

Fwd: Filling up of 01 vacancy in the grade of Additional Secretary in Level 15 in the Pay Matrix and 02 vacancies in the grade of Joint Secretary in Level 14 in the Pay Matrix by transfer on deputation basis.

Shri Rajeev Verma <csdelhi@nic.in>

Mon, 01 Jun 2026 7:50:25 PM +0530

To "Nandini Paliwal"<secservices@nic.in>

===== Forwarded message =====

From: AN I Branch LSS <an1branch-lss@lss.sansad.in>

To: "Neerabh Kumar Prasad, IAS"<cs@ap.gov.in>

Cc: "Dharmendra"<cs-arunachal@nic.in>, "Chief Secretary, Bihar"<cs-bihar@nic.in>, "Chief Secretary Office"<csoffice.cg@gov.in>, "Puneet Kumar Goel IAS Chief Secretary"<cs-goat@nic.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "Sh. T.V.S.N Prasad, IAS"<cs@hry.nic.in>, "Prabodh Saxena"<cs-hp@nic.in>, "L.Khiangte, IAS"<cs-jharkhand@nic.in>, "cs"<cs@karnataka.gov.in>, "DR VENU V IAS"<chiefsecy@kerala.gov.in>, "Veera Rana"<cs@mp.nic.in>, "cs"<cs@maharashtra.gov.in>, "cs-manipur"<cs-manipur@nic.in>, "cso-meg"<cso-meg@nic.in>, "cs miz"<cs_miz@rediffmail.com>, "Jan e Alam, Chief Secretary Nagaland"<csngl@nic.in>, "Shri Manoj Ahuja"<csori@nic.in>, "Chief Secretary, Punjab"<cs@punjabmail.gov.in>, "csraj"<csraj@rajasthan.gov.in>, "Vijay Bhushan Pathak"<cs-skm@hub.nic.in>, "cs"<cs@tn.gov.in>, "CS Telangana"<cs@telangana.gov.in>, "cs-tripura"<cs-tripura@nic.in>, "CHIEF SECRETARY OFFCE GOVT OF UP"<csup@nic.in>, "chiefsecyuk"<chiefsecyuk@gmail.com>, "chief secretary"<cs-uttarakhand@nic.in>, "B P Gopalika"<cs-westbengal@nic.in>, "Dr. Ravi Kota"<cs-assam@nic.in>, "Ajay Chagti"<secy-personnel@chd.nic.in>, "Chief Secretary Andamans"<cs-andaman@nic.in>, "Shri Naresh Kumar"<csdelhi@nic.in>, "Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry"<cs.pon@nic.in>, "cs.pondicherry"<cs.pondicherry@nic.in>, "citcode1"<citcode1@citcochandigarh.com>, "rescm-dd"<rescm-dd@nic.in>, "lo.dddnh"<lo.dddnh@gmail.com>, "pstocomsecutl"<pstocomsecutl@gmail.com>, "cs-jandk"<cs-jandk@nic.in>, "Rahul Singh, IAS"<secretary-utl1@utl.gov.in>, "Neerabh Kumar Prasad, IAS"<cs@ap.gov.in>, "cs-mizoram"<cs-mizoram@nic.in>, "GAURAV GOYAL"<jsadmin.lss@sansad.nic.in>, "Archna Pathania"<archna.pathania@lss.sansad.in>, "Sonia Khanna"<sonia.khanna@lss.sansad.in>

Date: Mon, 01 Jun 2026 18:46:53 +0530

Subject: Filling up of 01 vacancy in the grade of Additional Secretary in Level 15 in the Pay Matrix and 02 vacancies in the grade of Joint Secretary in Level 14 in the Pay Matrix by transfer on deputation basis.

===== Forwarded message =====

Dear Madam/Sir,

Please find attached letter dated 27th May, 2026 from Joint Secretary, Lok Sabha Secretariat addressed to Chief Secretaries of States & Union Territories regarding filling up of 01 vacancy in the grade of Additional Secretary in Level 15 in the Pay Matrix and 02 vacancies in the grade of Joint Secretary in Level 14 in the Pay Matrix by transfer on deputation basis in the Lok Sabha Secretariat.

With Warm Regards,
Ms. Archana R.,
Under Secretary,

Administration Branch,
Room Nos. 614,
Parliament House Annexe,
New Delhi-110001
Phone :- 011-23035003/4070.

1 Attachment(s)

Letter to Chief Secretaries.pdf

1.4 MB

LOK SABHA SECRETARIATPARLIAMENT HOUSE ANNEXE
NEW DELHI-110 001**F. No. LAFEAS-ANI011/52/2026-ADMIN****Dated the 27th May, 2026****From****Gaurav Goyal,
Joint Secretary.****To****The Chief Secretaries,
State Governments & Union Territories.****Subject: Filling up of 01 vacancy in the grade of Additional Secretary in Level 15 in the Pay Matrix and 02 vacancies in the grade of Joint Secretary in Level 14 in the Pay Matrix by transfer on deputation basis.****Madam/Sir,**

I am directed to state that it is proposed to fill up 01 vacancy in the grade of Additional Secretary in Level 15 in the Pay Matrix and 02 vacancies in the grade of Joint Secretary in Level 14 in the Pay Matrix by transfer on deputation basis as per eligibility conditions prescribed in the R&CS Order No. PDA-1346/2016 dated 15.09.2016 (copy enclosed). The period of transfer on deputation shall be three years and the terms & conditions of the deputationists shall be governed by the relevant Orders on the subject.

2. In view of the above, it is requested to kindly forward the names of suitable and willing officers for the aforesaid posts from amongst the officers of All India Service/Central Services along with the Cadre Clearance, Vigilance Clearance, Integrity Certificate and their Annual Confidential Reports/Annual Performance Appraisal Reports for the last 05 years within a period of 03 weeks from the date of issue of this letter i.e. upto 16th June, 2026 for consideration by Hon'ble Speaker, Lok Sabha.

Yours faithfully,**JOINT SECRETARY****■ 011-23082516/2517****Encl.: As above.**

(3)

LOK SABHA SECRETARIAT

PARLIAMENT HOUSE ANNEXE,
NEW DELHI – 110 001.

Dated the 15th September, 2016
Bhadrapada 24, 1938 (Saka)

RECRUITMENT AND CONDITIONS OF SERVICE ORDERS**No.PDA-1346/2016**

Subject: Methods of Recruitment and Eligibility conditions for appointment to the posts of Additional Secretary and Joint Secretary in the Lok Sabha Secretariat.

In exercise of powers conferred under Rules 4(2) and 5 of the Lok Sabha Secretariat (Recruitment and Conditions of Service) Rules, 1955, the Speaker is pleased to make the following Order amending the R&CS Order No.PDA-903/96 dated 19th October, 1996 as amended from time to time:-

ORDER1. **Short title and commencement**

- (i) This Order may be called the Lok Sabha Secretariat (Method of Recruitment and Qualifications for Appointment) Amendment Order, 2016.
- (ii) It shall come into force with effect from 9th September, 2016.

2. **Amendment**

A. In the SCHEDULE, against the eligibility conditions for appointment to the post of Joint Secretary by transfer on deputation basis, the following shall be substituted:-

"FOR TRANSFER ON DEPUTATION

By selection from amongst:

1. *Officers belonging to All India Services/Central Services holding posts of Joint Secretary or equivalent in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR officers of these services who have been approved for appointment as Joint Secretaries by the respective Cadre Controlling Authorities*

OR

Officers belonging to All India Services/Central Services holding posts of Director or equivalent in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.8700 (pre-revised)] with a minimum of five years services in the grade.

.....2/-

(2)

-: 2 :-

2. *Officers of the State Legislature Secretariats holding posts comparable to that of Joint Secretary in Government of India, that is, in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] OR Officers of these Secretariats who have been approved for appointment to the said posts on the said scales by their respective Cadre Controlling Authorities.*

OR

Officers of the State Legislature Secretariats holding posts comparable to that of Director in Government of India, that is, in Level 13 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.8700 (pre-revised)] with a minimum of five years services in the grade.

The period of transfer on deputation shall not ordinarily exceed three years."

B. In the SCHEDULE, against the eligibility conditions for appointment to the post of Additional Secretary by transfer on deputation basis, the following shall be substituted:-

"FOR TRANSFER ON DEPUTATION

By selection from amongst:

1. *Officers belonging to All India Services/Central Services holding posts of Additional Secretary or equivalent in Level 15 in the Pay Matrix (Provisional) [HAG scale of Rs.67000-79000 (pre-revised)] OR officers of these services who have been approved for appointment as Additional Secretaries by the respective Cadre Controlling Authorities.*

OR

Officers belonging to All India Services/Central Services holding posts of Joint Secretary or equivalent in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] with a minimum of five years services in the grade.

2. *Officers of the State Legislature Secretariats holding posts comparable to that of Additional Secretary in the Government of India, that is, in Level 15 in the Pay Matrix (Provisional) [HAG scale of Rs.67000-79000 (pre-revised)] OR Officers of these Secretariats who have been approved for appointment to the said posts on the said scales by their respective Cadre Controlling Authorities.*

OR

Officers of the State Legislature Secretariats holding posts comparable to that of Joint Secretary in the Government of India, that is, in Level 14 in the Pay Matrix (Provisional) [Rs.37400-67000(PB-4) and Grade Pay Rs.10000 (pre-revised)] with a minimum of five years services in the grade.

The period of transfer on deputation shall not ordinarily exceed three years."

**ANOOP MISHRA
SECRETARY GENERAL**

.....3

①

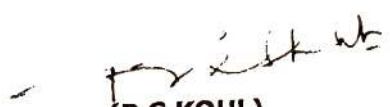
-: 3 :-

F.No.23/22/2015/AN-I.

Dated the 15th September, 2016
Bhadrapada 24, 1938 (Saka)

Copy to:-

1. The Pay & Accounts Officer, Lok Sabha.
2. The DGACR, Concurrent Audit (P) Branch.
3. All Officers.
4. All Branches.


(P.C.KOUL)
JOINT SECRETARY

Fwd: Vacancy Circular:- Filling up the post of Deputy Development Commissioner (DDC) in MEPZ SEZ, Chennai on deputation basis under the Department of Commerce-reg.

Shri Rajeev Verma <csdelhi@nic.in>

Mon, 01 Jun 2026 2:40:52 PM +0530

To "Nandini Paliwal"<secservices@nic.in>

===== Forwarded message =====

From: SEZ Admin Section <moc_foi@nic.in>

To: "Govind Mohan"<hshso@nic.in>, "Manoj Joshi"<secyurban@nic.in>, "Apurva Chandra"<secy.inb@nic.in>, "Arunish Chawla"<secydivest@nic.in>, "Shri Kumar"<secy-mowr@nic.in>, "Vini Mahajan"<secydws@nic.in>, "O"<secy-labour@nic.in>, "Shri Rahate"<secy-jus@gov.in>, "Law Secretary"<secylaw-dla@nic.in>, "Secretary LD"<secyoffice-ld@gov.in>, "Shri Das"<secretary-msme@nic.in>, "secy-mine"<secy-mine@nic.in>, "SECRETARY MOPA"<secympa@nic.in>, "Shri bhatia"<secy-mma@nic.in>, "Bhupinder IAS"<secy-mnre@nic.in>, "Mr Kumar"<secy-mopr@nic.in>, "Office of Secretary Personnel"<secy_mop@nic.in>, "Shri Srinivas"<secy-arpg@nic.in>, "Secy PNG"<sec.png@nic.in>, "Office Waterways"<secyship@nic.in>, "Shri Kumar"<secy-power@nic.in>, "SECRETARY MORTH"<secy-road@nic.in>, "NAGENDRA SINHA"<secyrd@nic.in>, "Mr Tirkey"<secy-dolr@nic.in>, "Ajay Tirkey"<tirkeyaj@ias.nic.in>, "SECRETARY DST"<dstsec@nic.in>, "Dr Gokhale"<secy@dbt.nic.in>, "Director CSIR"<dg@csir.res.in>, "Director CSIR"<dgcsir@csir.res.in>, "Atul Tiwari"<secy-msde@nic.in>, "Sh Aggarwal"<secretaryda-msje@nic.in>, "Upma Srivastava"<secretary-ncsc@nic.in>, "chairman"<chairman@isro.gov.in>, "Dr"<secretary@mospi.gov.in>, "Shri IAS"<secy-steel@nic.in>, "Rachna Shah"<secy-textiles@nic.in>, "Secretary Tourism"<sectour@nic.in>, "Lakshmi Naryain"<secy-tribal@nic.in>, "Mr Pandey"<secy.wcd@nic.in>, "Sujata Chaturvedi"<secy-sports@nic.in>, "Secretary Affairs"<secy-ya@nic.in>, "Sudhansh Pant"<secywel@nic.in>, "Chief Bihar"<cs-bihar@nic.in>, "CS AP"<cs@ap.gov.in>, "Naresh Kumar"<cs-arunachal@nic.in>, "Kumar IAS"<cs-assam@nic.in>, "Chief Office"<csoffice.cg@gov.in>, "Shri Dev"<csdelhi@nic.in>, "Chief Secretary"<cs-goaa@nic.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "Anil Khachi"<cs-hp@nic.in>, "cs-jandk"<cs-jandk@nic.in>, "Shri Singh"<cs-jharkhand@nic.in>, "cs"<cs@karnataka.gov.in>, "Chief Secretary"<chiefsecy@kerala.gov.in>, "cs-madhyapradesh"<cs-madhyapradesh@nic.in>, "cs"<cs@maharashtra.gov.in>, "cs-manipur"<cs-manipur@nic.in>, "cs miz"<cs_miz@rediffmail.com>, "Mr TOY"<csngl@nic.in>, "Chief CS"<cs.pon@nic.in>, "Chief Punjab"<cs@punjab.gov.in>, "Prakash"<cs-skm@hub.nic.in>, "cs"<cs@tn.gov.in>, "Somesh IAS"<cs@telangana.gov.in>, "Zonal Development Kandla SEZ"<dc.kasez-gj@gov.in>, "Cochin SEZ DC"<dc@csez.gov.in>, "DevelopmentCommissioner MEPZ"<dc@mepz.gov.in>, "NOIDA SEZ DC"<dc@nsez.gov.in>, "Development Commissioner SEEPZ Special Economic Zone"<dcseepz-mah@nic.in>, "DC VSEZ"<devcomm.vsez@gov.in>, "FALTA SPECIAL ECONOMIC ZONE FSEZ"<fsez@nic.in>, "Plant D Section"<moc-plantd@nic.in>, "Export Infrastructure Section"<moc_states@nic.in>, "Technical assistance Trade Commissioner"<moc_tc@nic.in>, "Vigilance . "<moc_vig@nic.in>, "bitsk 2004"<bitsk_2004@yahoo.co.in>, "Export Promotion Gems and Jewellery Division"<moc_epgj@nic.in>, "Plant A"<moc_planta@nic.in>, "Foreign Trade (Latin American & Caribbean)"<moc_ftlac@nic.in>, "SO FT CIS"<moc_ftcis@nic.in>, "Antony Xavier"<moc_est4@nic.in>, "Cash I"<moc_cash1@nic.in>, "MOC TFS"<moc_tfs@nic.in>, "EP Agri"<moc_epagri@nic.in>, "EP(Agri-III) Division"<moc_epagri3@nic.in>, "Jitendra Kumar Yadav"<moc_eplsg@nic.in>, "Anil Kumar"<moc_escap@nic.in>, "SEZ Admin Section"<moc_foi@nic.in>, "FT NAFTA DoC"<moc_ftam@nic.in>, "EP Textiles"<moc_eptext@nic.in>, "FT COORDINATION"

<moc_ftcoord@nic.in>, "EPL-I Division"<moc_eplan1@nic.in>, "FT South Asia"
 <moc_ftsa@nic.in>, "BHAWESH KUMAR JHA"<moc_est2@nic.in>, "Trade Promotion
 Section"<moc_tp@nic.in>, "BS MANRAL"<moc-tpd2@nic.in>, "FT (ASEAN) Division"
 <moc_ftea@nic.in>, "CHINAM KALIDAS PATRA"<moc_rti@nic.in>, "FT (S&MT) Section,
 DoC"<moc_ftmo@nic.in>, "OandM Section"<moc_iwsu@nic.in>, "E MDA Section DoC"
 <moc_mda@nic.in>, "States Cell"<moc_infra2@nic.in>, "STATE CO-ORDINATION"
 <moc_infra1@nic.in>, "EP(MP) Division Dept of Commerce"<moc_epmp@nic.in>, "V Satya
 Vijayshankar"<moc_rmtr@nic.in>, "GA DOC"<moc_admin@nic.in>, "cs-tripura"<cs-tripura@nic.in>,
 "CHIEF GoUP"<csup@nic.in>, "chiefsecyuk"<chiefsecyuk@gmail.com>,
 "cs-westbengal"<cs-westbengal@nic.in>, "moc_est1 moc_est1"<moc_est1@nic.in>,
 "Section Officer"<rb.moc@nic.in>, "Secy to the President"
 <secy.president@rb.moc@nic.in>, "Sunil Gupta"<secyvp@nic.in>, "Manoj Ahuja"<Secy-agri@nic.in>,
 "Dr"<dg.icar@nic.in>, "Jatindranath Swain"<secy-fisheries@nic.in>, "Alka
 Upadhyaya"<secyahd@nic.in>, "chairman"<chairman@dae.gov.in>, "RAJESH KOTECHEA"
 <secy-ayush@nic.in>, "Office Secretary"<sec.cpc@nic.in>, "Ms Aparna"<secy-pharma@nic.in>,
 "secy moca"<secy.moca@nic.in>, "Anil Jain"<secy.moc@nic.in>,
 "Secretary DPIIT"<secy-ipp@nic.in>, "Commerce Office"<csoffice@nic.in>, "K Rajaraman"
 <secy-dot@nic.in>, "Subrat Das"<secretary-posts@indiapost.gov.in>, "ROHIT SINGH"
 <secy-ca@nic.in>, "Shri Chopra"<secy-food@nic.in>, "Gyanesh Kumar"<secy-coop@gov.in>,
 "Secretary MCA"<secy.mca@nic.in>, "Govind Mohan"<secy-culture@nic.in>,
 "Raj Kumar"<sdpns@nic.in>, "Shri IAS"<secyesw@nic.in>, "Shri
 Aramane"<defsecy@nic.in>, "Mr Ranjan"<secydoner@nic.in>, "Dr Ravichandran"
 <secretary@moes.gov.in>, "Ms Karwal"<secy.sel@nic.in>, "K. Sanjay Murthy"
 <secy.dhe@nic.in>, "Secretary MeitY"<secretary@meity.gov.in>, "Shri Gupta"<secy-moef@nic.in>,
 "SAURABH KUMAR"<secyeast@mea.gov.in>, "Dammu Ravi"
 <secyer@mea.gov.in>, "Sanjay Verma"<secywest@mea.gov.in>, "Ausaf Sayeed"
 <secycpv@mea.gov.in>, "Ms Anuradha Thakur"<secy-dea@nic.in>, "V Vualnam"
 <secyexp@nic.in>, "Secretary DFS"<secy-fs@nic.in>, "SMHOTRA"<SMHOTRA@GOV.IN>,
 "Shri K. Moses Chalai"<secy-dpe@nic.in>, "Secretary MoFPI"<secy.mofpi@nic.in>, "Mr
 Bhushan"<secyhfw@nic.in>, "Office DHR"<secy-dhr@gov.in>, "Shri Rizvi"<shioff@nic.in>,
 "Registrar General and Census Commissioner India"<rgi.rgi@nic.in>, "RAJENDRA KUMAR"
 <secybm@nic.in>, "OL SECRETARY"<secy-ol@nic.in>, "Anuradha Prasad"<secy-iscs@nic.in>,
 "Plant B Section"<moc_plantb@nic.in>, "EPCAP SECTION"
 <moc_epcap@nic.in>, "EP Engg Division"<moc_epengg@nic.in>, "Richhpal Singh"
 <rpsingh.60@gov.in>, "R Vaidyanathan"<rvnathan.62@gov.in>, "K Jayaraman"
 <jayaraman.65@gov.in>, "epecsw MOC"<moc_epecsw@nic.in>, "SO E-III Section"
 <moc_est3@nic.in>, "Secretary GoMP"<secyhome@mp.gov.in>, "Vivek Bharadwaj"<secy-mines@nic.in>,
 "Rakshak Saxena"<rakshak.saxena@nic.in>, "sk gautam"
 <sk.gautam83@gov.in>
 Cc: "PRATEEK BAJPAI"<prateekbajpai.moca@nic.in>, "Sanjay Kumar"<sanjay.78@gov.in>
 Date: Mon, 01 Jun 2026 14:39:42 +0530
 Subject: Vacancy Circular:- Filling up the post of Deputy Development Commissioner (DDC)
 in MEPZ SEZ, Chennai on deputation basis under the Department of Commerce-reg.
 ===== Forwarded message =====

Sir/Madam,

Kindly see the attached vacancy circular for further circulation.

Regards,

SEZ (Admin. Section)
 Department of Commerce,
 Vanijya Bhawan, New Delhi.

1 Attachment(s)

OM dated 01.06.2026_0001.pdf

1.3 MB

No.K-61/1/2026-SEZ (ADMIN.)
Government of India
Ministry of Commerce & Industry
Department of Commerce
{SEZ (Admin) Section}

Vanijya Bhawan, New Delhi
Dated the 01st June, 2026

OFFICE MEMORANDUM

Subject: Filling up of the post of Deputy Development Commissioner (DDC), MEPZ SEZ, Chennai on deputation basis, under the Department of Commerce - regarding.

The undersigned is directed to say that Department of Commerce, Govt of India intends to fill up the following post on deputation basis under the Department, the details of which is as follows:-

Sl. No	Name of the post & Pay Scale	Name of SEZ	Location of the post	No of post
1.	Deputy Development Commissioner (DDC) in pay level 11 as per 7 th CPC matrix	MEPZ SEZ	Chennai	01

2. Job requirements, experience, and qualifications required for the post are indicated in **Annexure-I**.

3. It is requested that duly completed applications of eligible and willing officers, who could be relieved in the event of selection, may be forwarded in the prescribed format (**Annexure-II**) along with following documents to "The Under Secretary (SEZ), Cabin No. 3007, 3rd Floor, Department of Commerce, Vanijya Bhawan, New Delhi-110001", within a period of **30 days** from date of publication of this advertisement in the Employment News/local newspaper:-

(i) Complete and up-to-date Confidential Reports for the last five years in original or photocopy thereof duly attested by an officer not below the rank of an Under Secretary to the Government of India.

(ii) Vigilance Clearance.

(iii) Cadre Clearance.

4. Applications not received in the prescribed format or received after the last date or without confidential reports and other relevant documents or found incomplete will not be considered.

[Signature]
01/06/26

5. The appointment will be on transfer on deputation basis. **The period of deputation shall ordinarily not exceed 03 years in case of DDC.** The terms and conditions of the deputation will be governed as per the instructions issued by Department of Personnel & Training's vide O.M. No. 6/8/2009-Estt. (Pay-II) dated 17th June, 2010 as amended from time to time. Any further information, including extension in the last date of receipt of application etc. will be notified through the webpage "<https://sezindia.gov.in>" and on the website of the respective jurisdictional SEZ.

Prateek Bajpai
01/06/26

(Prateek Bajpai)
Under Secretary to the Government of India
Tel:-011-23039939
E-mail: prateekbajpai.moca@nic.in

Encl: As above.

To,

1. All Ministries/Departments of Govt. of India, New Delhi.
2. Chief Secretaries of State Governments and Union Territories.
3. All attached/subordinate offices under the Ministry of Commerce & Industry, Department of Commerce.
4. Development Commissioner of all SEZs.
5. NIC, DOP&T and Communication Cell, Department of Commerce for uploading the O.M. on their websites.
6. All Sections/Officers in the Department of Commerce.
7. E-hrms2.0 portal.
8. Guard File.

Annexure-I**Essential and desirable qualifications, experience etc. in respect of the post.**

Name of the Post & Grade Pay / Pay Level	Deputy Development Commissioner (DDC), MEPZ SEZ, Chennai & Pay Level-11 as per 7 th CPC matrix
A. <u>Essential Conditions:</u> Officers from Central Governments Services including all India Services (AIS) and organized Group 'A' Services, State Government Officers/ Officers of Union Territories/ PSUs/ Autonomous bodies/ Statutory bodies, (i) holding analogous post on regular basis; or (ii) with 5 years of service in the post having Pay Level -10 as per the 7th CPC Pay matrix. B. <u>Desirable Condition:</u> Possessing experience in industrial development, foreign trade, estate development and administration. <u>Note:</u> (i) Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/ Department of the Central Government shall not exceed (03) three years. (ii) The maximum age limit for appointment by transfer on deputation shall be not exceeding 56 years as on the closing date of receipt of application.	

Signature
10/07/26

Annexure-II**APPLICATION FORM**

1	i. Post Applied For ii. Location of the Post	
2	i. Name (in BLOCK LETTERS) ii. Gender	
3	Name of Office & address	
4	Date of Birth	
5	Date of superannuation under Central/State Govt. Rules	
6	Residential Address: i. Present address	
	ii. Permanent Address	
7	a. Name of the post held b. Pay level of the present post held in pay matrix (as per 7 th CPC) c. In case of pay scale not belonging to central government pay structure, the equivalent pay level in Central Government (as per 7 th CPC) d. Whether the present post is held on deputation/ad-hoc/Regular basis (strike out the one which is not applicable) e. Date of appointment to the present post	Deputation / Ad-hoc / Regular
8	If the present post is on Deputation/ad-hoc basis, name of substantive Post held on regular basis and Level of pay of the regular post in the Pay Matrix (as per 7 th CPC) Date from which the post is held on regular basis	
9	Date of return from last appointment on deputation (Completion of Cooling off period of 03 years is essential)	
10	Whether essential qualifications required for the post are fulfilled. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the details of the same)	
	Qualifications/Experience possessed by the officer	
11	Educational qualifications of the applicant (Separate sheet may be enclosed, if required)	
12	Desirable qualifications (Separate sheet may be enclosed, if required)	
13	Details of Employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is not sufficient)	
S.		Scale of pay Nature

[Handwritten signature]
01/06/2026

No.	Name of the Office/ Organization	Post held	From	To	and basic pay	of duties
1	2	3	4	5	6	7
14	Additional details about present Employment Please state whether working under Central Government/State Government/Autonomous Organization/Government Undertaking/University					
15	Details of experience in industrial development, foreign trade, estate development and administration					
16	Whether belongs to SC/ST					
17	Whether worked in any SEZ earlier. If so, details thereof : (a) Post held (b) Name of SEZ & Location (c) Period of posting					
18	Additional information, if any, which you would like to mention in support of your suitability for post. (Enclose a separate sheet, if the space is not sufficient).					

Declaration/Undertaking by the candidate

I hereby declare that the information provided in the application form are complete and true to the best of my knowledge and based on records.

Signature of the Candidate

Place:	Address for Communication	
Date:	Phone No.(office)	
	Mobile No.	
	E-mail address	

S. J. Puri
01/06/26

Certificate

(To be given by the Head of the Department)

1. Certified that the particulars furnished above have been verified and found to be correct.
2. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. Integrity of the officer is also certified.

Signature of the Head of the Department
(With rubber stamp)

[Handwritten signature]
15/01/2026

Fwd: Filling up the post of Senior Deputy Traffic Manager (Class-I) (Dy.HoD) in the scale of pay of Rs.80000-220000 in Traffic Department, Visakhapatnam Port Authority on Deputation basis - inviting applications from eligible candidates

Shri Rajeev Verma <csdelhi@nic.in>

Mon, 01 Jun 2026 6:29:35 PM +0530

To "Spl Commissioner of Police Traffic Delhi"<splcp-traffic-dl@nic.in>,"Nandini Paliwal"<secservices@nic.in>

===== Forwarded message =====

From: Sankar Babu <secretary.vpa@vpt.shipping.gov.in>

To: "cs"<cs@ap.gov.in>, "cs-arunachal"<cs-arunachal@nic.in>, "cs-assam"<cs-assam@nic.in>, "cs-bihar"<cs-bihar@nic.in>, "csofficecg"<csoffice.cg@gov.in>, "cs-goat"<cs-goat@nic.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "cs"<cs@hry.nic.in>, "cs-hp"<cs-hp@nic.in>, "cs-jandk"<cs-jandk@nic.in>, "cs-jharkhand"<cs-jharkhand@nic.in>, "cs"<cs@karnataka.gov.in>, "officeofcs"<officeofcs@gmail.com>, "chiefsecy"<chiefsecy@kerala.gov.in>, "cs"<cs@mp.nic.in>, "cs"<cs@maharashtra.gov.in>, "cs-manipur"<cs-manipur@nic.in>, "raoms"<raoms@gov.in>, "cs_miz"<cs_miz@rediffmail.com>, "csmizoram"<csmizoram@gmail.com>, "csnsl"<csnsl@nic.in>, "csori"<csori@nic.in>, "cs"<cs@punjabmail.gov.in>, "csraj"<csraj@rajasthan.gov.in>, "cs-skm"<cs-skm@hub.nic.in>, "cs"<cs@tn.gov.in>, "cs"<cs@telangana.gov.in>, "cs-tripura"<cs-tripura@nic.in>, "csup"<csup@nic.in>, "chiefsecyuk"<chiefsecyuk@gmail.com>, "cs-uttarakhand"<cs-uttarakhand@nic.in>, "cs-westbengal"<cs-westbengal@nic.in>, "cs-andaman"<cs-andaman@nic.in>, "administrator-dd"<administrator-dd@gov.in>, "lk-admin"<lk-admin@nic.in>, "csdelhi"<csdelhi@nic.in>, "cspon"<cs.pon@nic.in>

Cc: "secyship"<secyship@nic.in>, "mdipa"<md.ipa@nic.in>, "Secretary MbPT"<secretary@mumbaiport.gov.in>, "Manisha Jadhav"<cma@jnport.gov.in>, "Chandan Chatterjee"<secretary@kolkataporttrust.gov.in>, "SECRETARY MPTGOA"<secretary@mptgoa.gov.in>, "Secretary ."<secretary@cochinport.gov.in>, "secy"<secy@chennaiport.gov.in>, "Indranil Hazra"<indranilhazra@chptmail.chennaiport.gov.in>, "secretary"<secretary@vocport.gov.in>, "Shri Krishna Bapi Raju"<secyppt@paradiport.gov.in>, "Secretary NMPA"<secretary@nmpt.gov.in>, "Yogeshkumar Singh"<secretary@deendayalport.gov.in>, "secretarykpt"<secretarykpt@gmail.com>, "Jayalakshmi Srinivasan"<jayasrin@kplmail.in>, "G.Ram Sekhar Yajji"<tm.grsyajji@vpt.shipping.gov.in>, "Sri. Ch. Avataramu Naidu Sr ATM"<tm.chanaidu@vpt.shipping.gov.in>, "Sujeet Kumar US PHRD"<usphrd-psw@gov.in>, "dsphrd-psw"<dsphrd-psw@gov.in>

Date: Mon, 01 Jun 2026 17:02:44 +0530

Subject: Filling up the post of Senior Deputy Traffic Manager (Class-I) (Dy.HoD) in the scale of pay of Rs.80000-220000 in Traffic Department, Visakhapatnam Port Authority on Deputation basis - inviting applications from eligible candidates

===== Forwarded message =====

Respected Ma'am / Sir,

Kind reference is invited to the subject matter.

A copy of the VPA's letter dated 28.05.2026 along with the relevant documents pertaining to the subject is submitted herewith for your kind information and perusal please.

Regards,
Office of Secretary, VPA

1 Attachment(s)

VPA Notification Dt 29-05-2026...

5.3 MB

VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

No.C2/Rect/Sr.Dy.TM /Traffic/2026/

Dt. 29.05.2026

To

1. The Chief Secretaries,
All State Governments
2. All Secretaries
Ministries / Departments of Government of India.

Sub: Filling up of Senior Deputy Traffic Manager (Class-I) (Dy.HoD) in the scale of pay of Rs.80000-220000 in Traffic Department, Visakhapatnam Port Authority on Deputation basis – Inviting applications from eligible candidates – Reg.

Applications are invited for filling up of the post of Senior Deputy Traffic Manager (Class-I) (Dy.HoD) in the scale of pay of Rs.80000-220000 in Traffic Department of Visakhapatnam Port Authority, by deputation from Govt./ Semi-Govt./ Public Sector Undertakings or Autonomous Bodies, as per Recruitment Rule, annexed at **Annexure-I**. Deputation will be initially for three (03) years, further extendable by a maximum period of two years (total 5 years). The detailed terms & conditions of deputation are attached at **Annexure-II**.

2. Applications of suitable and willing officers, satisfying the provisions of the Recruitment Rules for the post of Senior Deputy Traffic Manager (Class-I), by Deputation may please be submitted through "Online Application Portal (OAP)" of the Ministry of Ports, Shipping & Waterways website <http://onlinevacancy.shipmin.nic.in> from **29.05.2026 to 29.06.2026**.

3. Thereafter, a printout of the filled in application along with the following documents may be sent under closed cover through proper channel i.e. organizations / Ministries / Departments who can be spared, super-scribing there on "Application for the post of Senior Deputy Traffic Manager (Class – I), to the Secretary, Visakhapatnam Port Authority, Administrative Office Building, Visakhapatnam – 530 035 on or before **14.07.2026**.

- i) Certified copies of ACR's/ APARs for the last 5 years (2020-2021 to 2024-2025), duly attested by an officer not below the rank of Dy. HoD on each page.
- ii) Attested copies of all certificates towards proof of educational qualifications, present and past work experience in the respective post and pay scale, duly verified by the administrative department / Ministries while forwarding the application to this Port.
- iii) No Objection Certificate issued by the Competent Authority from the respective departments / Ministries.
- iv) Undertaking of the applicant to the effect that candidature will not be withdrawn, if selected by Services Selection Committee.
- v) Certificate of Head of Office by the concerned Administrative Department / Ministry (Annexure-III).
- vi) Vigilance comments/ Clearance certificate in the proforma prescribed at Annexure-IV.
- vii) Self attested pass port size photographs (2 Nos).

:: 02 ::

3. Crucial date for determining the eligibility will be the last date of submission of application i.e. 29.06.2026.

4. If any major or minor penalty has been imposed on the applicant during the last 10 years, the disciplinary case leading to such penalty along with the necessary documents may be sent by the forwarding authority along with application.

5. In terms of Ministry's letters No.A-29018/4/2018-PE-I dated 09.07.2020 and 01.06.2022, the Appointing Authority as well as Disciplinary Authority for all the Dy.HoD level posts will be Central Government i.e. Secretary (Shipping) and accordingly, the recommendations of the Service Selection Committee shall be conveyed to the Ministry for obtaining approval before issuing appointment order.

6. As per the Ministry's instructions Dt.11.08.2021 in case of receipt of advance copy of application for filling up of the Dy.HoD level posts, candidature of such candidates would not be considered by the port, if his / her application is not received through proper channel within 15 days from the last date of receipt of applications i.e. 14.07.2026. Incomplete application or application received after the mentioned date will not be considered.

7. Also, as per the aforesaid Ministry instruction Dt.11.08.2021, candidates who withdraws his/ her candidature for the post after his/ her selection by the Services Selection Committee, will be liable for debarment from future selection to Dy.HoD level posts in all Major Port Authorities for a period of two years.

8. The circular along with annexures are also available on VPA website <https://vpt.shipping.gov.in> in careers section.

Encl: As above.

Yours faithfully,

for SECRETARY

Sr. Personnel Officer (Estt)

VISAKHAPATNAM PORT AUTHORITY

✓ सचिव / SECRETARY

विशाखपट्टणम पोर्ट ट्रस्ट

Visakhapatnam Port Trust

विशेष सहायक 530 035

Visakhapatnam - 530 035

Copy to:

The Secretary to the Govt. of India, Ministry of Ports, Shipping & Waterways, Ports Wing, New Delhi – 110 001. – **Attn: Shri Devendra Kumar, Dy. Secretary (PHRD)** For information and necessary action.

Copy to: MD, IPA, New Delhi – 110003 – for uploading vacancy circular on IPAs website.

Copy to: The Secretaries, All Major Ports (as per list) for information & necessary action.

Copy to: Jt. Director (R&P Div) with a request to upload the Circular in VPA Website.

Copy to: Traffic Manager / FA&CAO - For information.

Copy to : Notice Board.

VISAKHAPATNAM PORT AUTHORITY
GENERAL ADMINISTRATION DEPARTMENT
(PERSONNEL DIVISION)

Annexure-II

Terms & Conditions of Deputation for appointment in the post of Senior Deputy Traffic Manager (Dy. HoD) in the scale of Rs.80,000-2,20,000/- in Traffic Department of Visakhapatnam Port Authority.

1. **PERIOD OF DEPUTATION:** The period of deputation for a period of 3 years from the date of taking over charge of the post which is further extendable to 2 years (total 5 years).
2. **Pay:** While on deputation, the officer may, within one month from the date of his joining in Traffic Department, Visakhapatnam Port Authority, may elect to draw either the pay in the scale of pay of the post in VPA or his basic pay in the scale of pay of his parent organization/ department / Ministry plus deputation thereon.
3. **Deputation Allowance:** If he opts for the scale of pay of his parent organization (which is other than VPA), the deputation allowance will be payable at the rate of 10% of basic pay, subject to a maximum of Rs.9000/- per month, whichever is less.
4. **Dearness Allowance:** The officer shall be entitled to Dearness Allowance as per rates prevailing in VPA or in his parent organization depending on whether the officer opts to draw pay in the pay scale of the post in VPA or the pay in parent organization / department / Ministry.
5. **Cafeteria Allowance:** The Deputationist, if opts for the pay of the borrowing organization would be granted perks and allowances subject to a ceiling of 35% of Basic Pay under the concept of Cafeteria approach. List of allowances and or exclusions shall be governed by the applicable rules of the borrowing organizations (VPA).
6. **House Rent Allowance:** The officer shall be entitled to draw House Rent Allowance (HRA) at the rates prevailing in Major Port Authorities, or in his parent organization / department / Ministry depending on whether he opts to draw pay in the pay scale of the post in Major Port Authorities or pay in his parent organization department / Ministry. The officer shall be entitled to residential accommodation on payment of standard rent according to the rules of Major Port Authorities. The officer will not be entitled to HRA in case he is provided with VPA residential accommodation.
7. **Joining Time Pay and Transfer Travelling Allowance:** The officer shall be entitled to Joining Time Pay and Travelling Allowance, both on joining the post on deputation in Visakhapatnam Port Authority and on reversion there from to his parent organization, as admissible under the rules. The expenditure on this account will be borne by Visakhapatnam Port Authority.
8. **Travelling Allowance for journey on duty during the period of deputation:** The Officer shall be entitled to Travelling Allowance and daily allowance for journeys undertaken after joining on deputation according to the relevant rules of Visakhapatnam Port Authority.

Contd...2/3

:: 02/03 ::

9. Leave (Earned, Half-pay & Casual Leave):

- a) Visakhapatnam Port Authority, will maintain a leave account of the officer concerned, on the basis of extract of the leave account received from his parent organization. Visakhapatnam Port Authority will determine the leave admissible to the officer concerned and sanction it under intimation to the parent organization. That means the copy of the leave sanctioned to the officer during deputation will be sent to parent organization.
- b) Officer shall continue to be governed by the Leave rules of his parent organization. The procedure as laid down in the rules and regulations of parent organization should be followed scrupulously.

10. Leave Salary/Pension/NPS Contributions: The leave due and admissible to the officer from his parent organization during the deputation period shall be as per parent organization's / department / Ministry rules and regulations policy. During the deputation period, the admissible leave to the officer as per rules, the reimbursement of leave admissible to him for that period, will be reimbursed to the parent organization by Visakhapatnam Port Authority as per the parent organization department / Ministry policy.

Leave salary contribution (except for the period of leave availed on deputation) and pension contribution (Employer's share-if pension scheme is available in the parent organization) will be paid by Visakhapatnam Port Authority to the parent organization.

In case the officer is covered under New Pension Scheme (NPS), the borrowing organization, i.e. Visakhapatnam Port Authority will provide matching contribution to the NPS account of the employee during the deputation period and remit it to the parent Ministry/department/organization, provided such facility exists in his parent Ministry / Department / organizations.

No leave salary contribution will be payable during the period of his leave while on deputation. Visakhapatnam Port Authority shall pay pension contribution to his parent organization / department / Ministry, in respect of his foreign service in accordance with the orders issued under FR 116 within 15 days from the end of each financial year or the end of the deputation if the deputation expires before the end of financial year.

11. Employee provident Fund Subscription: During the period of deputation, he will be governed by the rules of parent department/organization /Ministry. Visakhapatnam Port Authority will deduct the subscription by contribution on this account from his pay and allowances and remit it to the parent department/organization / Ministry. The officer shall continue his subscription to the Employee Provident Fund of which he is member in accordance with the prescribed rules. Visakhapatnam Port Authority shall reimburse the E.P.F amount deducted every month from his salary due amount and also Foreign Employer equal contribution amount to parent organization / department / Ministry by Demand Draft. The same will be credited in his E.P.F regular account under his common Universal Account Number (U.A.N).

12. Leave Salary on account of disability leave: Visakhapatnam Port Authority shall be liable to pay leave salary in respect of any disability leave that may be granted on account of disability incurred in or through deputation even if such disability manifests itself after the termination of deputation.

:: 03/03 ::

- 13. Leave Travel Concession:** The officer shall be entitled to the leave travel concession according to the relevant rules of the parent organization on the subject. The expenditure in this respect shall be borne by Visakhapatnam Port Authority. However, the deputationist opting for Port scale, he is not entitled for LTC since LTC is a part of Cafeteria Allowance
- 14. Medical Facilities:** The officer shall be entitled to the Medical facilities in accordance with the Rules/Regulations of Visakhapatnam Port Authority.
- 15. Departmental Inquiry:** If a departmental inquiry is to be initiated against the officer during his deputation, Visakhapatnam Port Authority may revert back the officer to his parent organization.
- 16. Subsistence Allowance:** The subsistence allowance only for the period between suspension and repatriation shall be paid by Visakhapatnam Port Authority.
- 17. Premature reversion of deputationist to parent organization:** As and when a situation arises for premature reversion to the parent organization / department / Ministry of the deputationist, his services could be so returned after giving an advance notice of three months to his parent organization / department / Ministry and the employee concerned. However, Visakhapatnam Port Authority, in exceptional circumstances, may return the services of the deputationist to his parent cadre without such advance notice.
- 18. Residuary Matters:** In all matters relating to conditions of service and benefits/facilities in Visakhapatnam Port Authority, not covered under item No.1 to 17 above, the officer will be governed by the existing rules, regulations and orders of Visakhapatnam Port Authority.
- 19. Relaxation of Conditions:** Any relaxation in the above said terms and conditions will require prior concurrence/approval of Visakhapatnam Port Authority, as the case may be.
- 20.** The deputation will commence on the date on which he hands over the charge of his post in his parent organization and takes over the charge at the borrowing institution. The deputation end on the date on which he assumes charge of the post under his parent organization upon reversion / expiry of the approved tenure.

The above mentioned terms and conditions would be applicable till the Deputationist remains on deputation with Visakhapatnam Port Authority. On reversion from deputation, he will be governed by the relevant rules laid down for the Parent Organization.

for SECRETARY
Sr. Personnel Officer (Estt)
VISAKHAPATNAM PORT AUTHORITY
सचिव / SECRETARY
विशाखपट्टणम पोर्ट ट्रस्ट
Visakhapatnam Port Trust
विशाखपट्टणम-530 035
Visakhapatnam -530 035

RECRUITMENT RULE FOR THE POST OF SENIOR DEPUTY TRAFFIC MANAGER (CI.I) TRAFFIC DEPARTMENT, VPA

Sl. No	Name of the post	No. of posts	Classification	Scale of Pay	Whether Selection or non-selection post	Whether the benefit of added years of service is admissible under Rule 30 of CCS(Pension Rules) 1972	Upper age limit for direct recruitment	Educational and other qualifications prescribed for direct recruitment	Whether a) Age b) Educational qualifications c) Experience For Direct recruits will apply in the case of promotion/absorption/deputation	Period of Probation (in years)	Method of recruitment (whether by direct recruitment or by Promotion / absorption/ deputation)	In case of promotion/ absorption/deputation grades from which it should be made	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14
1	Sr. Dy. Traffic Manager	2 (Cadre Strength)	CI.I	16000-400-20800 (Pre revised Scale) (Revised Scale Rs. 80,000 – 2,20,000)	Selection	--	42	Essential: i) A degree from a recognised University. ii) 12 (Twelve) years' experience in shipping/cargo operations/ railway transportation in executive cadre in an Industrial / Commercial/ Govt. undertaking.	a) No b) Yes c) No	NA	By absorption through composite method failing which by deputation from other Govt. organizations and failing both by direct recruitment.	By absorption through composite method, Officers holding analogous posts OR post of Dy Traffic Manager (existing Docks Manager) and equivalent posts in the respective discipline of Traffic Dept., in the scale of pay of Rs. 13,000 – 18250 (revised Scale Rs. 60,000-180,000) with 3 years regular service in the grade in a Major Port Trust OR Dy. Traffic Manager (existing Docks Manager) and equivalent posts in the respective discipline of Traffic Department with 2 years regular service in the grade and a combined regular service of 7 years in the scales of pay of Rs. 10750 – 16750 (revised Scale Rs.50,000 – 1,60,000) and Rs. 13000 – 18250 (revised scale Rs. 60,000 – 1,80,000) in the respective discipline of Traffic Department in a Major Port will be eligible. For DEPUTATION Officers holding analogous posts or holding post of Dy Traffic Manager (existing Docks Manager) and equivalent posts in the respective discipline of Traffic Dept in the scale of pay Rs.13000-18250 (revised scale Rs.60,000 – 1,80,000) in Govt. / Semi-Govt./ PSUs or Autonomous bodies with 3 years regular service in the grade will be eligible. The selection is by merit for which the bench mark in overall grading in the ACRs will not be below "very Good"	---

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE

Shri/Smt. _____

Designation: _____

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary/vigilance case are pending or contemplated against the applicant and he / she is clear from Vigilance and Administrative angle.
3. His / Her integrity is certified.
4. It is certified that No Major / Minor penalties have been imposed on the officer during the last 10(ten) years.
5. Attested copies of ACRs/APARs for the last five years (2020-2021 to 2024-2025) along with statement of grading's are enclosed.
6. The veracity of the educational qualification certificates and caste certificates submitted by the applicant are ensured and certified and the incumbent fulfils the eligibility criteria with reference to and experience as specified in the **Annexure-I** of the circular for deputation method.
7. This department / organization has no objection in relieving the officer concerned in case he / she is selected for the post applied.

Place:

Date : - -2026.

SIGNATURE OF THE FORWARDING AUTHORITY
WITH OFFICIAL SEAL.

ANNEXURE - IV

Particulars of the Officer for whom Vigilance Comments / Clearance is being sought.
(To be furnished and signed by the CVO or HOD)

1. Name of the Officer (in full) :
2. Father's Name :
3. Date of Birth :
4. Date of Retirement :
5. Date of entry into Port service :
6. Service to which the officer belongs :
including batch/year cadre etc.,
wherever applicable
7. Positions held (during the ten preceding years)

Sl. No.	Organization (Name in Full)	Designation and Place of Posting	Administrative / Nodal Ministry / Dept Concerned (in case of officers of PSU etc.,)	From	To

8.	Whether the officer has been placed on the "Agreed List" or "List of officers of Doubtful Integrity". (If yes, details to be given)	
9.	Whether any allegation of misconduct involving Vigilance angle was examined against the officer during the last 10 years and if, so with what results.	
10.	Whether any punishment were awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty	
11.	Is any disciplinary/ criminal proceedings or charge sheet pending against the Officer as on date (If so, details to be Furnished-Including reference no, if any of the Commission)	
12.	Is any action contemplated against the officer as on date (if so, details to be Furnished)	
13.	Whether any complaint with Vigilance angle is pending against the officer (if so , details to be furnished)	
14.	Whether the officer / official has submitted his annual immovable property return for the previous year as required under Rule 18 of the CCS (Conduct) Rules, 1964 within the prescribed time limit.	

N.B: The applied post being selection post at the level of Dy.HoD, specific mention whether the officer is CLEAR/ NOT CLEAR (whichever is applicable), from Vigilance angle as per guidelines of Ministry of Ports, Shipping and Waterways vide letter No.A-29018/4/2018-PE-I dt.30.05.2022 has to be made.

Date: . . .2026.

(Name & Signature)

(*) If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter.

**Vacancy Circular for the 22nd Meeting of the Protectorate of Emigrants
Establishment Board (PoEEB)**

**Shri
Rajeev
Verma**

< csdelhi@nic.in >



*3/6 03/06/26
Sany (Secy.)*

Nehminlen Haokip < aopg@mea.gov.in >

Wed, 03 Jun 2026 2:19:08 PM +0530

To "G. Sai Prasad IAS"<cs@ap.gov.in>,"cs-arunachal"<cs-arunachal@nic.in>,"Dr Ravi Kota"<cs-assam@nic.in>,"Chief Secretary Bihar"<cs-bihar@nic.in>,"csoffice.cg"<csoffice.cg@gov.in>,"Dr. V Candavelou IAS"<cs-goa@nic.in>,"csguj"<csguj@gujarat.gov.in>,"chiefsecretary"<chiefsecretary@gujarat.gov.in>,"Anurag Rastogi"<cs@hry.nic.in>,"Chief Secretary"<cs-hp@nic.in>,"Avinash Kumar"<cs-jharkhand@nic.in>,"cs"<cs@karnataka.gov.in>,"DR A JAYATHILAK IAS"<chiefsecy@kerala.gov.in>,"cs"<cs@mp.nic.in>,"cs"<cs@maharashtra.gov.in>,"cs-manipur"<cs-manipur@nic.in>,"cso-meg"<cso-meg@nic.in>,"cs-mizoram"<cs-mizoram@nic.in>,"Sentiyaner Imchen"<csnsl@nic.in>,"csori"<csori@nic.in>,"Chief Secretary Punjab"<cs@punjab.gov.in>,"cs"<cs@punjabmail.gov.in>,"Chief Secretary, Rajasthan"<cs-rajasthan@nic.in>,"Shri Ravindra Telang IAS"<cs-skm@nic.in>,"cs"<cs@tn.gov.in>,"CS Telangana"<cs@telangana.gov.in>,"cs-tripura"<cs-tripura@nic.in>,"Chief Secretary Uttar Pradesh"<csup@nic.in>,"Cs Chief Secretary"<cs-uttaranchal@nic.in>,"cs-westbengal"<cs-westbengal@nic.in>,"Dr. Chandra Bhushan Kumar IAS"<cs-andaman@nic.in>,"H. Rajesh Prasad"<adviser-chd@nic.in>,"Swapnil M Naik"<secy-personnel@chd.nic.in>,"Advisor to Administrator DNHDD"<devcom-dd@nic.in>,"Shri Rajeev Verma"<csdelhi@nic.in>,"Chief Secretary"<cs-jandk@nic.in>,"advisor-lg-ladakh"<advisor-lg-ladakh@gov.in>,"Advisor To The Administrator UTL"<lk-advisor@gov.in>,"Dr Sharat Chauhan"<cs.pon@nic.in>

Cc "Surinder Bhagat"<pge@mea.gov.in>,"Dr. B Sriram"<diradp@mea.gov.in>,"Sushant Suraj"<uspf@mea.gov.in>,"Anil Dutt Raturi"<usoe1a@mea.gov.in>,"Chandan Bharti"<sooe1b@mea.gov.in>

Dear Sir/Madam,

Reference above mentioned subject regarding Vacancy Circular for the 22nd Meeting of the Protectorate of Emigrants Establishment Board (PoEEB) to be filled on deputation basis.

I am directed to convey that the Circular (copy attached herewith) may kindly be circulated to officials of your Ministries/Departments to apply for the vacancies through proper channel.

With regards,

Nehminlen Haokip
Administrative Officer (PG)
Ministry of External Affairs
Room No. 4081, 'B' Wing
Jawaharlal Nehru Bhawan
Janpath, New Delhi-110011
Tel. No. 23085379

1 Attachment(s)

22nd PoEEB Ministries.pdf

No. Q/PG/575/01/2026
Ministry of External Affairs
(PG Section)

Dated: 3rd June 2026

VACANCY CIRCULAR

To

- (i) All Ministries/Departments of Central Government.
- (ii) All Ministries/Departments of State Governments/UTs.

Subject: 22nd Meeting of the Protectorate of Emigrants Establishment Board (PoEEB) to fill up vacancies in the offices of Protector of Emigrants.

It has been decided to fill up vacancies of the grades of Director/Deputy Secretary/Under Secretary, Section Officer and Assistant Section Officer in the Protectorate of Emigrants offices located in different cities of the country, on deputation basis.

2. The list of vacancies is attached as **Annexure-A**. The vacancies are to be filled up in the PoE offices as per the following eligibility criteria:

S. No.	Post	Eligibility
1.	Protector of Emigrants (Director/DS/US or equivalent level officer)	Holding minimum of pay level-11 of the pay matrix on regular basis in the parent cadre or department.
2.	Section Officer	(a) Holding pay level-8 or 10 of the pay matrix on regular basis in the parent cadre or department; or (b) With five years of service in level-7 of the pay matrix rendered after appointment thereto on regular basis in the parent cadre or department.
3.	Assistant Section Officer	(a) Holding pay level-7 of the pay matrix on regular basis in the parent cadre or department; or (b) With five years of service in level-6 of the pay matrix rendered after appointment thereto on regular basis in the parent cadre or department.

3. The tenure in the PoE offices will be for a minimum period of **two years** on deputation basis, which can be further extended as per rules.

4. The Protectors of Emigrants perform functions as assigned to them under the Emigration Act, 1983, which inter alia include:

- To protect, and advice all intending emigrants.
- Oversee all the provisions of Emigration Act, 1983 and of the compliance of rules made there-under.
- Granting emigration clearance to the intending emigrants as per the procedure prescribed under the Emigration Act, 1983.

- Monitoring recruitment activities of RAs, illegal agents under the supervision of the Protector General of Emigrants.
 - Inspect, to an extent and in a manner as may be prescribed-any emigrant conveyance, or any other conveyance if he has reason to believe that any intending emigrant or emigrants are proceeding from, or returning to, India; to or from a place outside India by such other conveyance.
 - Inquire into the treatment received by emigrants during their voyage or journey to, and during the period of their residence in the country to which they emigrated and also during the return voyage or journey to India and report thereon to the Protector General of Emigrants or such other authority as may be prescribed.
 - Aid and advise, so far as reasonably as one can, emigrants who have returned to India.
5. Applications, in the attached proforma (**Annexure-B**), are invited from eligible officers of the Central/State Government Ministries/Departments for these vacancies through proper channel. The extant guidelines of DoPT related to deputation will be applicable for the deployment of officials in PoE offices.
6. Applicants should be clear from vigilance angle. Duly filled in applications along with the following should reach this Ministry latest by **2nd July 2026**:
- (a) Vigilance clearance.
 - (b) Cadre clearance.
 - (c) Certified copies of previous 5 years APAR/APAR extracts.
 - (d) Details of minor/major penalty imposed, if any, on the officer by the competent authority.
7. Applications received after the last date will not be considered. Also, withdrawal of candidature is **not** permissible after expiry of the last date of submission of application.
8. An advance copy of the application may be sent by applicants directly to this Ministry for information. Applications should be sent by email at uspf@mea.gov.in & aopg@mea.gov.in. Hard copies of the application may be sent by registered/speed post to the following address: Under Secretary (PF&PG), Room No. 4071, Jawaharlal Nehru Bhawan, 23-D, Janpath, Ministry of External Affairs, New Delhi-110011.
9. Officers must ensure timely submission of the requisite APARs and Annual Property Returns as these will be taken into consideration for posting to PoE offices. Details of minor/major penalty imposed, if any, on the officer by the competent authority should also be intimated.
10. Officers applying in response to this circular are reminded of Rule 20 of the Central Civil Services(Conduct) Rules, 1964.

Sushant
(Sushant Suraj)
Under Secretary (PF & PG)

Page 2 of 2

Fwd: Vacancy Circular for inviting nominations for appointment of IFS officers in the National Compensatory Afforestation Fund Management and Planning Authority at the level of Assistant Inspector General of Forests (AIGF) [no. of posts-two (02)], on deputation basis.

Shri Rajeev Verma <csdelhi@nic.in>

Thu, 04 Jun 2026 5:24:26 PM +0530

To "Nandini Paliwal"<secservices@nic.in>

===== Forwarded message =====

From: N CAMPA <nationalcampa-moefcc@gov.in>

To: "Dr Reddy"<cs@ap.gov.in>, "Dharmendra"<cs-arunachal@nic.in>, "Ravi Kota"<cs-assam@nic.in>, "Chief Bihar"<cs-bihar@nic.in>, "Chief Office"<csoffice.cg@gov.in>, "Puneet Secretary"<cs-goaa@nic.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "T.V.S.N Prasad"<cs@hry.nic.in>, "Prabodh Saxena"<cs-hp@nic.in>, "cs-jandk"<cs-jandk@nic.in>, "IAS L.Khiangte"<cs-jharkhand@nic.in>, "cs"<cs@karnataka.gov.in>, "DR IAS"<chiefsecy@kerala.gov.in>, "Veera Rana"<cs@mp.nic.in>, "cs"<cs@maharashtra.gov.in>, "cs-manipur"<cs-manipur@nic.in>, "cso-meg"<cso-meg@nic.in>, "MSRao"<raoms@gov.in>, "cs miz"<cs_miz@rediffmail.com>, "csmizoram"<csmizoram@gmail.com>, "Jan Alam"<csnsl@nic.in>, "Shri Jena"<csori@nic.in>, "Chief Secretary"<cs@punjabmail.gov.in>, "csraj"<csraj@rajasthan.gov.in>, "Vijay Pathak"<cs-skm@hub.nic.in>, "cs"<cs@tn.gov.in>, "CS Telangana"<cs@telangana.gov.in>, "cs-tripura"<cs-tripura@nic.in>, "CHIEF UP"<csup@nic.in>, "chiefsecyuk"<chiefsecyuk@gmail.com>, "chief secretary"<cs-uttarakhand@nic.in>, "B P Gopalika"<cs-westbengal@nic.in>, "Chief Andamans"<cs-andaman@nic.in>, "adcgovpb"<adcgovpb@gmail.com>, "Praful Patel"<administrator-dd@gov.in>, "Office DD"<administrator-dnh@nic.in>, "Umang Narula"<narulau@ias.nic.in>, "Advisor LG"<advisor-lg-ladakh@gov.in>, "Advisor UTL"<Lk-advisor@gov.in>, "Praful Patel"<lk-admin@nic.in>, "Shri Kumar"<csdelhi@nic.in>, "Dr Chauhan"<cs.pon@nic.in>, "Spl EFST"<splcs_efst@ap.gov.in>, "Environment Change"<efd-bih@nic.in>, "forestbihar"<forestbihar@gmail.com>, "Ankit Anand"<secy-commind.cg@gov.in>, "A.K Singh"<senv@nic.in>, "Secretary Power"<secpower.goa@gov.in>, "secfed"<secfed@gujarat.gov.in>, "psforest505"<psforest505@gmail.com>, "Dr Garg"<forestsecy-hp@nic.in>, "csforestjk"<csforestjk@gmail.com>, "prsecyfdjharkhand"<prsecyfdjharkhand@rediffmail.com>, "secyfee"<secyfee@gmail.com>, "addlcskerala"<addlcskerala@gmail.com>, "Additional Forest"<acsforest@mp.gov.in>, "PS MP"<psforest@mp.gov.in>, "psec revenue"<psec.revenue@maharashtra.gov.in>, "sec forest"<sec.forest@maharashtra.gov.in>, "cpmarak"<cpmarak@gmail.com>, "LHOUBILATUO KIRE"<ng019@ifs.nic.in>, "Secretary-Env"<fesec.or@nic.in>, "addlsforest"<addlsforest@punjab.gov.in>, "Forest Gos"<pccf-fewd@sikkim.gov.in>, "forsec"<forsec@tn.gov.in>, "Principal EFST"<prlsecy_efst@telangana.gov.in>, "chief secretary"<cs-uttaranchal@nic.in>, "psforest2015"<psforest2015@gmail.com>, "acsforestwb"<acsforestwb@gmail.com>, "apccf crzfc"<apccf.crzfc@gmail.com>, "prl ccfcampaandsf"<prl.ccfcampaandsf@gmail.com>, "dcfcampa2018"<dcfcampa2018@gmail.com>, "statecampaassam"<statecampaassam@gmail.com>, "apccfcampa bih"<apccfcampa.bih@gmail.com>, "cf chandigarh"<cf.chandigarh@gmail.com>, "campa forest"<campa.forest@gmail.com>, "Chief Forest"<ccf-dmn-dd@nic.in>, "apccf land"<apccf.fst.land@gmail.com>, "haryanacampa"<haryanacampa@gmail.com>, "hpstatecampa"<hpstatecampa@gmail.com>, "jkcampacell"<jkcampacell@gmail.com>, "CAMPA APCCF"<apccf-campa@gov.in>, "campa y2010"<campa.y2010@gmail.com>, "ceostatecampa"<ceostatecampa@gmail.com>, "PCCF Campa"<pccfcampa@mp.gov.in>, "APCCF Department"<apccfcampa@mahaforest.gov.in>, "manipurcampa"

<manipurcampa@gmail.com>, "campameghalaya2019"
 <campameghalaya2019@gmail.com>, "fc mizoram" <fc.campa.mizoram@gmail.com>,
 "ved1087" <ved1087@rediffmail.com>, "campa pccfodisha"
 <campa.pccfodisha@gmail.com>, "ceocampa punjab" <ceocampa.punjab@gmail.com>,
 "apccfajcampa" <apccfajcampa@gmail.com>, "fca sikkim" <fca.sikkim@gmail.com>,
 "tnfdts" <tnfdts@gmail.com>, "apccfcampats" <apccfcampats@gmail.com>,
 "ceotripuracampa" <ceotripuracampa@gmail.com>, "CEO CAMPA" <ceocampa-forest-uk@nic.in>,
 "wbcampa" <wbcampa@gmail.com>, "P. Viswakannan"
 <ccf.gnctd@delhi.gov.in>, "ccfcampaup" <ccfcampaup@gmail.com>, "cwlwladakh"
 <cwlwladakh@gmail.com>, "pccfani" <pccfani@gmail.com>, "Chiranjiv Choudhary"
 <prlccf_hf_apfd@ap.gov.in>, "PCCF" <pccf-arn@nic.in>, "Shri Singh" <hoff-assam@gov.in>,
 "pccfbihar" <pccfbihar@gmail.com>, "cgpcff forest" <cgpcff.forest@gmail.com>, "Suneesh
 Buxy" <pccf-gnctd@delhi.gov.in>, "Principal Goa" <pccf-fore.goa@gov.in>, "pccf-forest"
 <pccf-forest@gujarat.gov.in>, "Jagdish Chander" <pccf-hry@nic.in>, "Rajiv Kumar" <pccf-hp@nic.in>,
 "pccfjkforest" <pccfjkforest@gmail.com>, "Sanjay Srivastava" <pccf-jhk@gov.in>,
 "pccfkar" <pccfkar@gmail.com>, "HoFF Kerala" <pccf.for@kerala.gov.in>,
 "PCCF" <pccfmp@mp.gov.in>, "PCCF Department" <pccfhoffngp@mahaforest.gov.in>,
 "Anurag Bajpai" <pccf-mn@nic.in>, "pccfaizawlmizoram" <pccfaizawlmizoram@gmail.com>,
 "dharmendra1809" <dharmendra1809@yahoo.com>, "pccf hoff" <pccf.hoff@odisha.gov.in>,
 "pccfhoffpunjab" <pccfhoffpunjab@gmail.com>, "pccfrj" <pccfrj@rediffmail.com>, "pccf-tn"
 <pccf-tn@nic.in>, "pccftelangana" <pccftelangana@gmail.com>, "pccftripura"
 <pccftripura@gmail.com>, "PCCF UP" <pccf-up@nic.in>, "pccfuk" <pccfuk@gmail.com>,
 "pccfmegh" <pccfmegh@gmail.com>, "PCCF WB" <pccfhoff.office-wb@gov.in>, "DCF
 Monitoring" <dcfme-forest.goa@nic.in>, "Sajjad Mufti" <ccf-ladakh@ladakh.gov.in>
 Cc: "anandmohan" <anand.mohan@nic.in>, "Nisheeth Saxena"
 <nisheethsaxena3@gmail.com>, "saxenapk87" <saxenapk87@gmail.com>, "ncampa
 moefcc" <ncampa.moefcc@gmail.com>

Date: Thu, 04 Jun 2026 17:21:40 +0530

Subject: Vacancy Circular for inviting nominations for appointment of IFS officers in the National Compensatory Afforestation Fund Management and Planning Authority at the level of Assistant Inspector General of Forests (AIGF) [no. of posts-two (02)], on deputation basis.

===== Forwarded message =====

Sir/Madam,

Please find attached document of Vacancy Circular for inviting nominations for appointment of IFS officers in the National Compensatory Afforestation Fund Management and Planning Authority at the level of Assistant Inspector General of Forests (AIGF) [no. of posts-two (02)], on deputation basis.

Regards

Office of National Authority CAMPA

MOEFCC, New Delhi.

1 Attachment(s)

Circular- AIGF dt 04.06.2026.pdf

1 MB

क्रमांक/ File No.NA-2/1/2022-NA

भारत सरकार

Government of India

राष्ट्रीय प्रतिपूरक वनरोपण निधि प्रबंधन एवं योजना प्राधिकरण

National Compensatory Afforestation Fund Management and Planning Authority

पर्यावरण वन और जलवायु परिवर्तन मंत्रालय

Ministry of Environment, Forest and Climate Change

3rd Floor, Supreme Court Metro Station Building, New Delhi-110001

ई-मेल/ E-mail: nationalcampa-moefcc@gov.in

दिनांक/ Dated: 04th June, 2026

To

The Chief Secretaries/ Administrators,
All State Governments/Union Territories

Sub: Vacancy Circular for inviting nominations for appointment of IFS officers in the National Compensatory Afforestation Fund Management and Planning Authority at the level of Assistant Inspector General of Forests (AIGF) [no. of posts-two (02)], on deputation basis.

Sir/ Madam,

The National Authority, CAMPA invites nominations of eligible and willing IFS officers for appointment in the post for IFS officers in National Compensatory Afforestation Fund Management and Planning Authority as **Assistant Inspector General of Forests (AIGF) [no. of posts-two (02)]** on deputation basis for a period not exceeding five years, as per the provisions laid down in the Compensatory Afforestation Fund Act, 2016.

2. Under the provisions of sub section (5) of section 9 of the Chapter-III of CAF Act, 2016, and rule 8 of CAF Rules, 2018 the Assistant Inspector General of Forests (AIGF) is appointment on deputation basis under the non-Central Staffing Scheme. However, the eligibility criteria and other terms and conditions governing the aforesaid deputations will be as per the Central Staffing Scheme of Ministry of Environment, Forest & Climate Change issued vide OM No.A.12011/1/2003-IFS.I dated 06.05.2011".

3. The minimum years of service (for the respective posts) will be with reference to 01.01.2026 and the minimum years of service left before superannuation (wherever applicable) will be counted from 01.01.2026.

4. It may kindly be ensured that the names of only those officers are sponsored, who have completed their "cooling off" period. An officer, who has previously been on any deputation, will be considered for deputation under the Scheme only if the officer has completed mandatory "cooling off" period as per extant guidelines of the Central Government.

5. The officers will be posted at Delhi for a period not exceeding 5 years. If the officer selected for appointment fails to take up the central deputation assignment after his/ her appointment is approved, he/she will attract debarment of from central deputation in accordance with the provisions of Central Government.

6. **Last date of receipt of complete application:** The application, complete in all respects as per Annexure-I (available on the website www.ifs.nic.in for different level posts), vigilance clearance, duly attested APARs (in accordance with Scheme) and concurrence of the State

Government, should be addressed to CEO, National Authority, CAMPA and sent on email id nationalcampa- moefcc@gov.in **latest by 20th July, 2026**. It may also be ensured that the correct and updated Executive Record Sheet of the applicant is also attached with the application.

7. Application received without the consent of the State /UT Government and after the last date of receipt of applications will not be entertained.
8. A checklist of documents to be submitted including the application in due format, has been given at Annexure – II.
9. The State Governments are requested to nominate sufficient number of IFS officers to apply against this vacancy circular.



(Pawan Jeph)

Assistant Inspector General of Forests

Copy to:

1. The Chief Secretaries of All State/UTs
2. Additional Chief Secretaries/ Principal Secretary, Forest Department of All States/UTs
3. All Principal Chief Conservators of Forests & HoFF, Head of Forest Department of State/UT Administrations.
4. The Director General, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun-248 006.
5. The Director, IIFM, Nehru Nagar, Bhopal-462 003.
6. The Director General, Forests Survey of India (FSI), Kaulagarh Road, Dehradun.
7. The Director, Indira Gandhi National Forest Academy (IGNFA), P.O. New Forest, Dehradun.
8. All IFS officers in the Ministry of Environment, Forest and Climate Change (including National Afforestation Eco-Development Board)/ Ministry of Agriculture/ Ministry of Rural Development.
9. All Ministries of Government of India
10. NIC for placing the circular on the IFS and MoEFCC website.

ANNEXURE-I

Application Form for Central Deputation postings under the National Compensatory Afforestation Planning and Management Authority for Indian Forest Service Officers for the posts of Assistant Inspector General of Forests (AIGF) on Deputation Basis at New Delhi.

Part-I (to be filled in by the applicant)

1.	The level at which deputation is sought	
2.	Name of the applicant	
3.	Batch/year of allotment	
4.	Cadre	
5.	Date of Birth	
6.	Present pay scale with date of commencement of scale of pay	
7.	Present post held	
8.	Full Address for correspondence: (phone/fax/mobile/e-mail)	

9. Educational qualification

S.No.	Degree/Diploma	University/Institute	Year	Subject(s)

10. Details of postings for the last 10 years: (in descending order)

S.No.	Years (from– to)	Post held	Name of the Organization	Main responsibilities in the post (in about 100 words)	Special attributes/ achievements

11. Details of all deputation postings (in descending order):

S.No.	Years (from–to)	Post held	Organisation	Main areas of responsibilities in the post

12. Date of return to Cadre from last deputation, if applicable:

Station:
Name:
Date:

Signature:
Phone/Mob:
Email address:

Part-II (to be filled in by the concerned State/UT Government)

1.	Name of the applicant	
2.	Cadre	
3.	Year of allotment	
4.	Date of superannuation	
5.	Whether the officer is clear from vigilance angle	
6.	Is there any disciplinary proceedings pending against the officer (only the cases where charge sheets have been served)	
7.	Has the officer ever been reprimanded/penalized or debarred from deputation, if so the details thereof	
8.	Whether original/copies(attested) of ACRs of last eight years enclosed	

9. Central Deputation Reserve (in figures) as on date of sponsorship:

Authorized	Filled	Filled

10. State Deputation Reserve (in figures) as on date of sponsorship:

Authorized	Filled	Filled

11. It is certified that the particulars given above about the officer are correct and that in the event of the officer being selected for posting under the National Authority CAMPA of the MoEFCC, the Services of the officer shall be placed at the disposal of the Central Government.

Name & designation of the Head of the Forest Department of the State/UT or the Authorized Officer	
---	--

Date:

Place:

**Signature of the officer concerned
In the State Government/UT Government**

Annexure II

CHECK LIST

1. Whether the application has been signed by the officer applying for deputation?
2. Whether Part II has duly been filled and signed by:
 - (i) Head of Forest Department, Department of the State/UT or the Autonomous Offices
 - (ii) Officer concerned in the State Government/UT Government.
3. Whether the original/duly attested APARS for respective level posts (in accordance with CSS-MoEFCC) are attached.
4. Whether State Government's Vigilance Clearance is enclosed.
5. Whether Updated Executive Record Sheet is enclosed.

Fwd: Office Circular dated 30.04.2026 regarding filling up 04 posts of Deputy Director (Handicrafts) in Level-11 of Pay Matrix (Rs. 67,700–2,08,700) in the Office of the Development Commissioner (Handicrafts), Ministry of Textiles, Government of India, on deputation basis

Shri Rajeev Verma <csdelhi@nic.in >

Wed, 03 Jun 2026 3:06:08 PM +0530

To "Nandini Paliwal"<secservices@nic.in>

===== Forwarded message =====

From: Seema Mishra <director.dch@handicrafts.gov.in>

To: "DC Handlooms"<dchl@nic.in>, "kvicdel"<kvicdel@gmail.com>, "tqmohammad"<tq.mohammad@gov.in>, "vinarmamishra"<vinarma.mishra@gov.in>, "secymofpi"<secy.mofpi@nic.in>, "secy-dea"<secy-dea@nic.in>, "psfs"<psfs@mea.gov.in>, "secy-moef"<secy-moef@nic.in>, "secretary"<secretary@moes.gov.in>, "secydws"<secydws@nic.in>, "secydivest"<secydivest@nic.in>, "secydoner"<secydoner@nic.in>, "defsecy"<defsecy@nic.in>, "secy-culture"<secy-culture@nic.in>, "secymca"<secy.mca@nic.in>, "Secy-ca"<Secy-ca@nic.in>, "secy-dot"<secy-dot@nic.in>, "usdaede"<usdaede@nic.in>, "secy-agri"<secy-agri@gov.in>, "Cspon"<Cs.pon@nic.in>, "Lk-admin"<Lk-admin@nic.in>, "csdelhi"<csdelhi@nic.in>, "Administrator-dd"<Administrator-dd@gov.in>, "hschd"<hs.chd@nic.in>, "cs-andaman"<cs-andaman@nic.in>, "cs-westbengal"<cs-westbengal@nic.in>, "cs-uttarakhand"<cs-uttarakhand@nic.in>, "csup"<csup@nic.in>, "cs-tripura"<cs-tripura@nic.in>, "cs"<cs@telangana.gov.in>, "cs"<cs@tn.gov.in>, "cs-skm"<cs-skm@hub.nic.in>, "csraj"<csraj@rajasthan.gov.in>, "cs"<cs@punjabmail.gov.in>, "csori"<csori@nic.in>, "csngl"<csngl@nic.in>, "Cs_mizoram"<Cs_mizoram@rediffmail.com>, "raoms"<raoms@gov.in>, "Cs-manipur"<Cs-manipur@nic.in>, "cs"<cs@maharashtra.gov.in>, "cs"<cs@mp.nic.in>, "chiefsecy"<chiefsecy@kerala.gov.in>, "cs"<cs@karnataka.gov.in>, "Cs-jharkhand"<Cs-jharkhand@nic.in>, "Cs-jandk"<Cs-jandk@nic.in>, "Cs-hp"<Cs-hp@nic.in>, "cs"<cs@hry.nic.in>, "chiefsecretary"<chiefsecretary@gujarat.gov.in>, "Cs-goat"<Cs-goat@nic.in>, "Csofficecg"<Csoffice.cg@gov.in>

Date: Wed, 03 Jun 2026 15:01:22 +0530

Subject: Office Circular dated 30.04.2026 regarding filling up 04 posts of Deputy Director (Handicrafts) in Level-11 of Pay Matrix (Rs. 67,700–2,08,700) in the Office of the Development Commissioner (Handicrafts), Ministry of Textiles, Government of India, on deputation basis

===== Forwarded message =====

Dear Sir/Madam,

I would like to invite kind reference to this Office Circular dated 30.04.2026 regarding filling up of 04 posts of Deputy Director (Handicrafts) in Level-11 of Pay Matrix (Rs. 67,700–2,08,700) in the Office of the Development Commissioner (Handicrafts), Ministry of Textiles, Government of India, on deputation basis. The advertisement for the said posts is published in the Employment News dated 23-29 May, 2026.

2. The post carries important responsibilities relating to policy implementation, development and promotion of handicrafts sector, coordination of various developmental schemes/programmes and other administrative and technical functions at Headquarters level.

Officers possessing the prescribed qualifications and experience in the fields of handicrafts, cottage industries, textile/fashion design and allied sectors would be suitable for consideration.

3. In this regard, I shall be grateful if the vacancy circular may kindly be given wide publicity amongst eligible officers working under your administrative control/attached offices/subordinate offices/autonomous organizations/PSUs etc. Suitable and willing officers fulfilling the eligibility criteria may kindly be encouraged to apply for the post.

4. Further, you are also requested to upload the same in the website/portal of your Ministry/ Department for wide publicity.

5. It is also requested that duly completed applications of eligible officers, along with requisite documents viz. APAR dossiers for the last five years, vigilance clearance, integrity certificate, cadre clearance and statement of penalties imposed, if any, may kindly be forwarded to this office within the prescribed time period of 60 days from the date of publication of Advertisement in the Employment News for consideration.

6. A copy of the detailed vacancy circular along with **Annexure-I & II** containing eligibility conditions and application proforma is enclosed for ready reference.

With Regards
Seema Mishra, ISS
Director(Handicrafts)
Ministry of Textiles.

2 Attachment(s)

DD (H) Deputation 30.04.2026 ...
3.3 MB

DD (H) Deputation 30.04.2026 ...
2.9 MB

File No.A-12025/01/2013-Admn/Pt.file
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

2027 to 2179
Crafts Complex, Plot No. 08,
Nelson Mandela Marg, Vasant Kunj,
New Delhi-110070
Dated: 30.04.2026

CIRCULAR

Subject: Recruitment to the post of Deputy Director (Handicrafts) in Level 11 in the pay matrix (Rs.67700-208700) on deputation basis in the Office of the DC(Handicrafts)-proposal regarding.

It is proposed to fill up 04 posts at New Delhi (HQ) in the cadre of Deputy Director(Handicrafts) [Group 'A' Gazetted] in Level 11 in the pay matrix (Rs.67700-208700) on deputation basis from amongst the officers under Central Government or State Governments or Union territories or public sector undertakings or Universities or recognized research institutions or autonomous or statutory organizations.

However, the incumbents selected to the post of Deputy Director (H) are liable to serve in any part of the country.

The terms and conditions of the deputation will be in accordance with the Central Government rules and orders issued in this regard from time to time. The eligibility conditions for the post are given in **Annexure I.**

The application in the prescribed proforma as per **Annexure II** in respect of candidates who wish to apply for the post and who can be relieved at short notice duly accompanied by their up-to-date ACRs/APARs for the last five years, vigilance clearance certificates, Integrity Certificate, Cadre Clearance Certificate and statement of major/ minor penalties imposed during the last 10 years may please be forwarded through proper channel so as to reach this office to Director(HC), Office of the Development Commissioner (Handicrafts), Crafts Complex, Plot No. 08, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 within two months from the date of publication of this advertisement in Rozgar Samachar/Employment News positively. Incomplete application will not be accepted.

The envelope containing application for the post must be superscribed with the words, "Application for the post of Deputy Director (Handicrafts) on deputation basis". The applications which are not accompanied with the above documents or received after the closing date or incomplete or are not routed through proper channel will not be entertained for consideration.

This issues with the approval of Development Commissioner (Handicrafts).

9C
Ajay
30.04.2026
(Ajay Kumar Singh)
Assistant Director (Admn. II)

1. All Ministries/Department of Government of India.
2. All Chief Secretaries of States/Union Territories.
3. All Regional Director(H), Office of DC(HC).
4. The Director (IT), NIC with request to upload the circular in DoPT's website.
5. The US (Establishment), M/o Textiles, GPOA-3, Netaji Nagar, New Delhi with a request to upload the circular with Annexures I&II on e-office portal of MOT.
6. AD (IT), HQ's Office, Office of DC(HC), New Delhi for uploading on eHRMS portal & official website (News/Recruitments section) along with Annexure-I & Annexure-II.
7. PPS to DC (Handicrafts)/ PA to Director(H).
8. Guard File.

ANNEXURE-I**ELIGIBILITY CONDITIONS FOR THE POST OF DEPUTY DIRECTOR(HANDICRAFTS) IN LEVEL 11 IN THE PAY MATRIX (Rs.67700-208700) IN THE OFFICE OF THE DEVELOPMENT COMMISSIONER (HANDICRAFTS) ON DEPUTATION BASIS.**

1.	Name of the Post	DEPUTY DIRECTOR (HANDICRAFTS)
2.	Scale of Pay	Level-11 in the pay matrix (Rs.67700-208700)
3.	Place of posting	New Delhi (HQ)
4.	Essential Qualifications	Officers under the Central Government or State Governments or Union territories or public sector undertakings or Universities or recognised research institutions or autonomous or statutory organisations,- (A) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with five years service in the grade rendered after appointment thereto on a regular basis in level 10 in pay matrix (Rs.56100-177500) in the parent cadre or Department; and (B) possessing essential educational qualification and experience as follows,- (i) Bachelor's degree in design or fine arts (fashion or textile or apparel production) of four years duration from a recognised University or institute with five years experience in the field of Handicrafts or Cottage or small scale industry. Or (ii) Diploma in fine arts (fashion or textile design) of three years duration from a recognised University or board or institute with seven years experience in the field of Handicrafts or Cottage or small scale industry.

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Note: The Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. The maximum age-limit for appointment by deputation shall not be exceeding fifty-six years as on the closing date of receipt of application.

(Period of deputation including period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the central Government shall ordinarily not to exceed four years.)

Annexure-II**Proforma for application for the post of Deputy Director (Handicrafts) on deputation basis in the Office of the Development Commissioner (Handicrafts).****BIO-DATA PROFORMA**

1.	Name and postal address (In Block Address) with Telephone No.					
2.	Date of retirement under Central Govt./State Govt. Rules					
3.	Educational Qualifications (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)					
5.(A)	(i) Do you hold analogous post on regular basis in parent cadre or department; and					
5.(B)	(i) Whether Educational and other qualifications required for the post are satisfied. (If any qualifications has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)					
	Essential		Qualifications/Experience required	Qualifications/Experience possessed by the officer		
	Desired					
6.	Please state clearly whether in the light of the entries made by you above, you meet the requisite Essential Qualifications and work experience of the post					
6.1	Note: Borrowing departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work Experience possessed by the candidates (as indicated in the Bio-data) with reference to the post applied.					
7.	Details of employment, in chronological order (Starting from entry in Government Service). Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient					
Office/ Organiza- tion	Whether Central Govt./State Government/UTs/ Universities/ recognised research Institute /PSUs/Statutory/ autonomous organisation	Post held	Level of pay & basic pay	Period of Service From To	Nature of appointm- ent (regular/ Ad-hoc/ deputatio- n)	Nature of duties with brief details of works performed during the appointme- nt
1	2	3	4	5	6	7
8.(a)	Name of the parent office/Organization to which you belong					
(b)	Category of parent Office (whether Central Govt./State Govt./Others)					

(c)	Nature of present employment (whether ad-hoc/temporary/permanent)				
9.	In case the present employment is held on deputation /contract basis, please state				
(a)	The date of initial appointment				
(b)	Period of appointment on deputation/contract				
(c)	Name of parent office/organization to which the applicant belongs				
(d)	Name of the post and Pay of the post held in substantive capacity in the parent organization				
10.	Additional details about present employment: Please state whether working under(indicate the name of your employer against the relevant column)				
(a)	Central Government				
(b)	State Government				
(c)	Autonomous Organization				
(d)	Government Undertaking				
(e)	Universities				
(f)	Others				
11.	Please state whether you are working in the same department and are in the feeder grade or feeder grade to feeder grade.				
12.	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale				
Date	Pay scale (pre-revised) with Grade Pay	Basic pay (pre-revised)	Date of revision of pay	Revised Basic pay as per 7 th CPC	Level of Pay in 7 th CPC Matrix
13.	Total emoluments per month now drawn				
14.	Additional information, if any, which would you like to mention in support of your suitability for the post.(Enclose a separate sheet if the space is insufficient)				

15.	Full postal address of forwarding authority with name & telephone number	
16.	Whether belongs to SC/ST	
17	Remarks	

Signature of the candidate
Full office address

Tel.No.
Email ID

Date:

By Regd. Post

(To be filled by the office forwarding the application)

The application of Shri/Ms. _____ for the post of Deputy Director (Handicrafts) on deputation basis is forwarded to the Development Commissioner (Handicrafts), Crafts Complex, Plot No. 08, Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 for consideration please.

Certified that Shri/Ms. _____ is clear from vigilance angle and no disciplinary case/proceedings are pending/contemplated against him/her.

The information furnished by Shri/Ms. _____ against Col. No. 1 to 17 is correct to the best of my knowledge and belief. In the event of his/her selection for the post applied for. He/She _____ will be relieved at short notice.

Signature _____

Name _____

Designation _____

Official Seal _____

File No.

Date:

Place:

फा. सं. ए-12025/01/2013-प्रशा./पार्ट फाइल

भारत सरकार

वस्त्र मंत्रालय

विकास आयुक्त (हस्तशिल्प) कार्यालय

क्राफ्ट्स कॉम्प्लेक्स, प्लॉट नंबर 08,

नेल्सन मंडेला मार्ग, वसंत कुंज,

नई दिल्ली-110070

दिनांक: 30.04.2026

परिपत्र

विषय: विकास आयुक्त (हस्तशिल्प) कार्यालय में वेतन मैट्रिक्स के लेवल 11 (67700-208700 रुपये) में प्रतिनियुक्ति आधार पर उप निदेशक (हस्तशिल्प) के पद पर भर्ती के संबंध में।

उप निदेशक (हस्तशिल्प) (समूह 'क' राजपत्रित) काडर के 04 पद नई दिल्ली (मुख्यालय) में वेतन मैट्रिक्स के लेवल 11 (67700-208700 रुपये) में, केन्द्र सरकार या राज्य सरकार या संघ शासित राज्यों या सार्वजनिक क्षेत्र के उपक्रम या विश्वविद्यालयों या मान्यताप्राप्त अनुसंधान संस्थानों या स्वायत्त या सांविधिक संगठनों के अधीन कार्यरत अधिकारियों में से प्रतिनियुक्ति आधार पर भरे जाने का प्रस्ताव है।

तथापि, उप निदेशक (हस्तशिल्प) के पद पर चयनित पदधारी देश के किसी भी भाग में सेवा करने के लिए उत्तरदायी होंगे।

प्रतिनियुक्ति के नियम और शर्तें इस संबंध में समय-समय पर जारी होने वाले केन्द्रीय सरकार के नियमों एवं आदेशों के अनुसार होंगे। पद की पात्रता शर्तें **अनुबंध-I** में दी गई हैं।

पद के लिए आवेदन करने वाले इच्छुक अभ्यर्थियों, जिन्हें अल्प समय के नोटिस पर कार्यमुक्त किया जा सके, के आवेदन **अनुबंध-II** में दिए गए निर्धारित प्रपत्र के अनुसार, उनकी पिछले पाँच वर्षों की अद्यतन वार्षिक गोपनीय रिपोर्ट/वार्षिक कार्यनिष्पादन मूल्यांकन रिपोर्ट, सतर्कता निकासी प्रमाणपत्र, सत्यनिष्ठा प्रमाणपत्र, काडर अनुमति प्रमाणपत्र और पिछले 10 वर्षों की छोटी/बड़ी शास्ति संबंधी प्रमाणपत्र सहित उचित माध्यम से इस विज्ञापन के रोजगार समाचार/ एम्पलायमेंट न्यूज़ में प्रकाशित होने की तारीख से दो माह के भीतर इस कार्यालय में निदेशक(एचसी), क्राफ्ट्स कॉम्प्लेक्स, प्लॉट नंबर 08, नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली-110070 को प्राप्त होने आवश्यक हैं। अपूर्ण आवेदन स्वीकार नहीं किए जाएंगे।

पद के लिए आवेदन किए जाने वाले लिफाफे पर "प्रतिनियुक्ति आधार पर उप निदेशक (हस्तशिल्प) के पद के लिए आवेदन" लिखा होना चाहिए। ऐसे आवेदन, जिनके साथ उपर्युक्त दस्तावेज संलग्न नहीं होंगे अथवा जो अंतिम तिथि के पश्चात प्राप्त होते हैं अथवा अपूर्ण होंगे अथवा उचित माध्यम से नहीं भेजे गये हों उन पर विचार नहीं किया जाएगा।

यह विकास आयुक्त (हस्तशिल्प) के अनुमोदन से जारी किया जाता है।

अजय कुमार सिंह

(अजय कुमार सिंह)

सहायक निदेशक (प्रशा. II)

सेवा में,

1. भारत सरकार के सभी मंत्रालय/विभाग.
2. सभी राज्यों/ संघ शासित क्षेत्रों के मुख्य सचिव।
3. विकास आयुक्त (हस्त.) कार्यालय के सभी क्षेत्रीय निदेशक (ह)।
4. निदेशक (आईटी), एनआईसी को, इस अनुरोध के साथ कि परिपत्र को कार्मिक एवं प्रशिक्षण विभाग (DoPT) की वेबसाइट पर अपलोड किया जाए।
5. अवर सचिव (स्थापना), वस्त्र मंत्रालय, जीपीओए-3, नेताजी नगर, नई दिल्ली को, इस अनुरोध के साथ कि परिपत्र को परिशिष्ट-I एवं परिशिष्ट-II सहित वस्त्र मंत्रालय के ई-ऑफिस पोर्टल पर अपलोड किया जाए।
6. एडी (आईटी), मुख्यालय कार्यालय, डीसी (एचसी) कार्यालय, नई दिल्ली को eHRMS पोर्टल और आधिकारिक वेबसाइट (समाचार/भर्ती अनुभाग) पर अनुलग्नक- I और अनुलग्नक- II के साथ अपलोड करने के लिए।
7. विकास आयुक्त (हस्तशिल्प) के निजी सचिव / निदेशक (हस्तशिल्प) के निजी सहायक को।
8. गार्ड फाइल।

अनुबंध-1

विकास आयुक्त (हस्तशिल्प) कार्यालय में प्रतिनियुक्ति आधार पर वेतन मैट्रिक्स के लेवल 11 (67700-208700 रुपये) में उप निदेशक (हस्तशिल्प) के पद के लिए पात्रता शर्तें।

1.	पद का नाम	उप निदेशक (हस्तशिल्प)
2.	वेतनमान	वेतन मैट्रिक्स का लेवल 11 (67700-208700 रुपये)
3.	नियुक्ति का स्थान	नई दिल्ली(मुख्यालय)
4.	अनिवार्य अर्हताएं	केंद्र सरकार, राज्य सरकार या संघ शासित प्रशासन या सार्वजनिक क्षेत्र के उपक्रम या विश्वविद्यालय या मान्यताप्राप्त अनुसंधान संस्थान या स्वायत्त निकाय या सांविधिक संगठन के अधीन अधिकारी जो: (क) (i) मूल काडर या विभाग में नियमित आधार पर समान पद धारक हो; या (ii) मूल काडर या विभाग में वेतन मैट्रिक्स के लेवल 10 (56100-177500 रुपये) में नियमित आधार पर नियुक्ति उपरांत प्रदत्त ग्रेड में पाँच वर्षों की सेवा की हो; और (ख) शैक्षणिक अर्हता या अनुभव - (i) किसी मान्यताप्राप्त यूनिवर्सिटी या संस्थान से डिजाइन या ललित कला (फैशन या वस्त्र या वस्त्र उत्पादन) में चार वर्ष की अवधि की स्नातक डिग्री के साथ हस्तशिल्प या कुटीर या लघु उद्योग के क्षेत्र में पाँच वर्षों का अनुभव। या (ii) किसी मान्यताप्राप्त यूनिवर्सिटी या बोर्ड या संस्थान से तीन वर्षों की अवधि के ललित कला (फैशन या वस्त्र डिजाइन) में डिप्लोमा के साथ हस्तशिल्प या कुटीर या लघु उद्योग के क्षेत्र में सात वर्षों का अनुभव।

नोट: फीडर श्रेणी के विभागीय अधिकारी जो पदोन्नति की सीधी लाइन में हैं, वे प्रतिनियुक्ति पर नियुक्ति हेतु पात्र नहीं हैं। इसी प्रकार, प्रतिनियुक्तिधारी पदोन्नति द्वारा नियुक्ति हेतु विचार किए जाने के पात्र नहीं हैं। प्रतिनियुक्ति द्वारा नियुक्ति की अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तिथि तक छप्पन वर्षों से अधिक नहीं होनी चाहिए।

(प्रतिनियुक्ति की अवधि इस नियुक्ति से तत्काल पूर्व केन्द्र सरकार के उसी अथवा किसी अन्य संगठन या विभाग में धारित अन्य संवर्ग बाह्य पद में प्रतिनियुक्ति की अवधि को मिलाकर साधारणतया चार वर्ष से अधिक नहीं होगी।)

अनुबंध-II

विकास आयुक्त (हस्तशिल्प) कार्यालय में प्रतिनियुक्तिआधार पर उप निदेशक (हस्तशिल्प) के पद हेतु आवेदन के लिए प्रोफार्मा

बायो-डाटा प्रोफार्मा

1.	टेलीफोन नम्बर के साथ नाम एवं डाक पता (स्पष्ट अक्षरों में)					
2.	केन्द्रीय सरकार/राज्य सरकार नियमों के अंतर्गत सेवा-निवृत्ति की तारीख					
3.	शैक्षणिक अर्हताएं (यदि नीचे दिया गया स्थान अपर्याप्त है, तो एक अलग शीट संलग्न करें। जो आपके हस्ताक्षर द्वारा पूर्ण प्रमाणित हो।)					
5.(क)	(i) क्या आप मूल काडर या विभाग में नियमित आधार पर सदृश पद पर कार्यरत हैं, और					
5.(ख)	(i) क्या पद हेतु अपेक्षित शैक्षिक एवं अन्य अर्हताएं पूरी करते हैं। (यदि किसी अर्हता को नियमों में निर्धारित अर्हता के समकक्ष माना गया है, तो इसके लिए प्राधिकार का उल्लेख करें)					
	अनिवार्य	अपेक्षितअर्हताएं/अनुभव	अधिकारी की अर्हताएं/अनुभव			
	वांछित					
6.	कृपया स्पष्ट करें कि क्या आपके द्वारा ऊपर की गई प्रविष्टियों के आलोक में, आप पद के लिए अपेक्षित आवश्यक अर्हताएं एवं कार्य अनुभव पूरा करते हैं।					
6.1	नोट: लेने वाले विभागों द्वारा आवेदन किए गए पद के संदर्भ में उम्मीदवारों से संबंधित आवश्यक अर्हता/कार्य अनुभव(दिए गए बायो डेटा के अनुसार) की पुष्टि करते हुए अपनी विशेष टिप्पणियाँ/ विचार प्रदान किए जाएंगे।					
7.	कालानुक्रम में, रोजगार का ब्यौरा (सरकारी सेवा में प्रवेश से शुरूकरके) यदि नीचे दिया गया स्थान अपर्याप्त है, तो एक अलग शीट संलग्न करें, जो आपके हस्ताक्षर द्वारा विधिवत प्रमाणित हो।					
कार्यालय/संगठन	क्या केन्द्रसरकार/राज्य सरकार/संघ शासित प्रदेशों/ विश्वविद्यालय/मान्यता प्राप्त शोध संस्थान/सार्वजनिक क्षेत्र के उपक्रम/सांविधि/स्वायत्तसंगठन	धारित पद	वेतन लेवल एवं मूल वेतन	सेवा की अवधि	नियुक्ति का प्रकार (नियमित/तदर्थ/प्रतिनियुक्ति)	नियुक्ति के दौरान निष्पादित कार्य के संक्षिप्त ब्यौरे के साथ कार्य का प्रकार

				से	तक		
1	2	3	4	5	6	7	8
8.(क)	मूल कार्यालय/संगठन का नाम जिससे आप संबंध रखते हैं						
(ख)	मूल कार्यालय की श्रेणी(केंद्र सरकार/राज्य सरकार/अन्य)						
(ग)	वर्तमान रोजगार का प्रकार(तदर्थ/अस्थायी/स्थायी)						
9.	यदि वर्तमान रोजगार प्रतिनियुक्ति/अनुबंध पर आधारित है, कृपया स्पष्ट करें,						
(क)	प्रारंभिक नियुक्ति की तारीख						
(ख)	प्रतिनियुक्ति/अनुबंध पर नियुक्ति की अवधि						
(ग)	मूल कार्यालय/संगठन का नाम जिससे आवेदक संबंध रखता है						
(घ)	मूल संगठन में मूल क्षमता में धारित पद का नाम एवं पद का वेतन						
10.	वर्तमान रोजगार के संबंध में अतिरिक्त ब्यौरा: कृपया स्पष्ट करें क्या इसके अधीन कार्यरत हैं(संबंधित कॉलम के सामने अपने नियोक्ता का नाम इंगित करें)						
(क)	केंद्र सरकार						
(ख)	राज्य सरकार						
(ग)	स्वायत्त संगठन						
(घ)	सरकारी उपक्रम						
(ङ)	विश्वविद्यालय						
(च)	अन्य						
11.	कृपया स्पष्ट करें क्या आप एक ही विभाग में कार्यरत हैं एवं फीडर ग्रेड में हैं या फीडर ग्रेड से फीडर ग्रेड में हैं						
12.	क्या आप संशोधित वेतनमान में हैं? यदि हाँ, तो संशोधन होने की तारीख दें एवं पूर्व-संशोधित वेतनमान बतायें।						
तिथि	ग्रेड वेतन के साथ वेतनमान (पूर्व-संशोधित)	मूल वेतन (पूर्व-संशोधित)	वेतन संशोधन की तारीख	7वें सीपीसी के अनुसार संशोधित मूल वेतन	7वें सीपीसी मैट्रिक्स में वेतन लेवल		
13.	वर्तमान में आहरित प्रतिमाह कुल परिलब्धियां						
14.	अतिरिक्त जानकारी, यदि कोई हो, जिसका उल्लेख आप पद के योग्य होने के समर्थन में करना चाहते						

	हैं।(यदि स्थान अपर्याप्त है तो एक अलग शीट संलग्न करें)	
15.	नाम एवं टेलीफोन नंबर के साथ अग्रेशन प्राधिकारी का पूरा डाक पता	
16.	क्या आप अनुसूचित जाति/अनुसूचित जनजाति से संबंध रखते हैं	
17.	टिप्पणी	

आवेदक के हस्ताक्षर
कार्यालय का पूरा पता

टेलीफोन नं.:
ईमेल:

पंजीकृत डाक द्वारा

(आवेदन अग्रेषित करने वाले कार्यालय द्वारा भरा जाए)

श्री/श्रीमती/सुश्री.....का प्रतिनियुक्ति आधार पर उप निदेशक (हस्तशिल्प) के पद हेतु आवेदन विकास आयुक्त (हस्तशिल्प), क्राफ्ट्स कॉम्प्लेक्स, प्लॉट नंबर 08, नेल्सन मंडेला मार्ग, वसंत कुंज, नई दिल्ली-110070 को विचारार्थ अग्रेषित किया जाता है।

प्रमाणित किया जाता है कि श्री/श्रीमती/सुश्री..... सर्तकता दृष्टि से बेदाग है तथा उनके विरुद्ध कोई भी अनुशासनात्मक मामला/कार्यवाही लम्बित/विचारणीय नहीं है।

श्री/श्रीमती/सुश्री.....द्वारा कॉलम-1 से 17 तक में दी गई जानकारी मेरी जानकारी एवं विश्वास के अनुसार सही है। आवेदित पद हेतु इनका चयन होने पर श्री/श्रीमती/सुश्री.....को अल्प समय के नोटिस पर कार्यमुक्त कर दिया जाएगा।

हस्ताक्षर-----

नाम-----

पदनाम-----

कार्यालय की मोहर/सील-----

फाइल सं0-----

दिनांक-----

स्थान-----

Armed Forces Tribunal

PRINCIPAL BENCH
GAD/R&I Branch
Govt. of NCT of Delhi

02 JUN 2026

F. No. 2(17)/2013/Rect/AFT/PB/Adm-I

GAD/2026/22697
Diary No.



OFFICE OF THE CHIEF SECRETARY
GOVT. OF NCT OF DELHI

02 JUN 2026

DY. No.

West Block-8, Sector-1,
R.K. Puram, New Delhi-1100
Tel : 011 - 26105366
Fax : 011 - 26105361
E-mail: aftdelhi@rediffmail
aftpbnewdelhi-mod@gov.i

Dated: 25 May, 2026

CIRCULAR

Applications are invited for filling up the posts of **Financial Adviser and Chief Accounts Officer, Tribunal Officers/ Section Officers, Tribunal Master/Stenographer Grade-1, Junior Accounts Officer, Upper Division Clerk and Lower Division Clerk** in the Armed Forces Tribunal, Principal Bench, New Delhi on deputation basis for a period of three years from suitable candidates, who fulfill the eligibility conditions:-

S. No	Name of the post	No. of post	Pay scale (Rs)	Eligibility conditions
1.	Financial Adviser and Chief Accounts Officer (General Central Service Group 'A' Gazetted Non-Ministerial)	01	Pay Matrix Level-13 (Rs 123100-215900)	Deputation: Officer of the organised accounts cadre of the Central Govt.: (i) holding analogous post on regular basis; or (ii) with five years regular service in the level-12 in the pay matrix (Rs. 78800-209200). Note: The period of deputation, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisation or Department of the Central Govt. shall not ordinarily exceed five years.
2.	Tribunal Officers/ Section Officers (General Central Service Group 'B' Gazetted, Non-Ministerial)	01	Pay Matrix Level -7 (Rs 44900-142400)	Deputation (Including Short Term Contract)/Absorption:- Persons working under Central Govt or State Govt or Supreme Court or High Court or subordinate Courts or Statutory/Autonomous bodies having pensionary benefits: (a) Holding (i) analogous post on regular basis in parent cadre or department; or (ii) post in the level -5 of the pay matrix (Rs 29200-92300) with five years regular service in the grade, and (b) possessing the following educational qualifications and experience: (i) Degree of a recognised University; and (ii) Having 2 years experience in personnel, administrative or judicial work. Desirable: - Degree in Law.

-2/-

S. No	Name of the post	No. of post	Pay scale (Rs)	Eligibility conditions
				Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central Govt. shall ordinarily not exceed three years.
3.	Tribunal Master/ Stenographer Grade-T' (General Central Services Group 'B' Non Gazetted Ministerial)	03	Pay Matrix Level - 6 (Rs 35400-112400)	Deputation (Including Short Term Contract/Absorption). Stenographers of the Central Govt. or Armed Forces or State Govt. or Supreme Court or High Courts or District Courts or Statutory/Autonomous bodies having pensionary benefits holding: (i) the analogous post on regular basis in parent cadre or department; or (ii) post in Level - 4 of the pay matrix (Rs 25500-81100) with 10 years regular service in the grade. Note: The period of deputation including the period of deputation (Including short-term Contract) in another ex-cadre post held immediately preceding the appointment in the same or some other Organization or department of the Armed Forces Central Govt. shall ordinarily not exceed three years.
4.	Junior Accounts Officer (General Central Service Group 'B' Non- Gazetted, Non-Ministerial)	01	Pay Matrix Level -6 (Rs 35400-112400)	Deputation : Officers under the Central Govt: (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with six years service in the level-5 in the pay matrix (Rs 29200-92300) rendered after appointment thereto on regular basis, and (b) who have undergone training in cash and accounts work in the Institute of Secretariat Training and Management or an equivalent course from a recognised institute and having two years experience of cash accounts and budget work. Note: The period of deputation, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Govt. shall not ordinarily exceed three years.

3/-

5.	Upper Division Clerk (General Central Service Group 'C' Non- Gazetted, Ministerial)	01	Pay Matrix Level - 4 (Rs 25500-81100)	Deputation/Absorption: Officials from Central Govt. or State Govt. or Tribunals or Commissions or Statutory Bodies or Courts :- (i) holding analogous posts on regular basis ; or (ii) holding the post in the Pay Matrix Level-2 (Rs 19900-63200) with eight years regular service. Note: The period of deputation including period of deputation in another ex-cadre post, held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.
6.	Lower Division Clerk-cum-Hindi Typist (General Central Service Group 'C', Non- Gazetted Ministerial)	02	Pay Matrix Level-2 (Rs 19900-63200)	Deputation/Absorption: Officials possessing the following qualification and holding analogous posts on regular basis in the Central Govt. or State Govt. or Tribunals or Commissions or Statutory Bodies or Courts : (i) 12 th Class pass or equivalent qualification from a recognized Board or University. (ii) A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer (35 words per minute and 30 words per minute correspond to 10500 Key Depression per Hour/9000 Key Depression Per Hour on an average of 05 Key depression for each word). (Time allowed-10 minutes). (iii) Computer Training Course of at least six months duration. Desirable : Graduate from a recognised university Note: The period of deputation, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Govt. shall not ordinarily exceed three years.

2. The pay of the officer selected on deputation basis will be governed by DoP&T O.M. No. 6/8/2009-Estt (Pay-II) dated 17.06.2010, as amended, from time to time.

3. The departmental officers in the feeder grade, who are in direct line of promotion, shall not be eligible for consideration for appointment on deputation. Similarly, a deputationist in the Armed Forces Tribunal shall not be eligible for consideration for appointment by promotion channel.

4. The maximum age limit for appointment by deputation shall not exceed 56 years with a residual service of four years on the closing date of receipt of applications.

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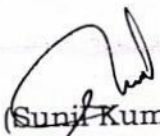
4/-

5. The application in the prescribed pro forma (Annexure-I) of the eligible officer, who can be spared in the event of his/her selection, may be forwarded to the Principal Registrar, Armed Forces Tribunal, Principal Bench, West Block-VIII, Sector-I, R.K. Puram, New Delhi – 110 066 by the Department by **03.08.2026** along with photo copies of the Annual Confidential Reports for the last five years of the candidates along with Vigilance Clearance Certificate.

6. Applications received without supporting documents, photograph, signature or found incomplete, in any manner, shall be summarily rejected.

7. It may please be noted that this Office is not yet enlisted in the Directorate of Estate for allotment of General Pool Residential Accommodation.

8. The Principal Registrar of the Armed Forces Tribunal, Principal Bench reserves the right to cancel/vary the vacancies, without assigning any reasons thereof.


(Sunil Kumar Sharma)
Deputy Registrar

Enclosure: Annexure-1

Distribution:-

1. The Secretary General, Supreme Court of India
2. The Registrar General, All High Courts with a request to circulate the same amongst eligible officers of Registry and District Courts.
3. The Principal Registrar, Central Administrative Tribunal, New Delhi
4. The District Judge-1 & Session Judge, Tis Hazari Court Delhi.
5. The Secretary General, National Human Rights Commission, New Delhi.
6. The Registrar, National Company Law Appellate Tribunal, New Delhi.
7. The Registrar, National Company Law Tribunal, New Delhi.
8. The Under Secretary, MoD, AFT Cell, New Delhi
9. Recruitment Cell, Rajya Sabha Secretariat with a request to circulate the same in your secretariat.
10. Recruitment Cell, Lok Sabha Secretariat, with a request to circulate the same in your secretariat
11. The Registrar University of Delhi with a request to circulate the same amongst eligible officers.
12. The Registrar University of Dr. B.R. Ambedkar University Delhi with a request to circulate the same amongst eligible officers.
13. The Registrar University of Jawaharlal Nehru University Delhi with a request to circulate the same amongst eligible officers.
14. The Registrar University of Jamia Millia Islamia University Delhi with a request to circulate the same amongst eligible officers.
15. The Registrar University of Guru Gobind Singh Delhi with a request to circulate the same amongst eligible officers.

-5/-

16. The Registrar Delhi Technological University of Delhi with a request to circulate the same amongst eligible officers.
17. PCDA, New Delhi
18. Controller General of Defence Accounts, Ulan Batar Road, Palam, Delhi Cantt- 110010
19. Office of the Controller General of Accounts, Mahalekha Niuyantrak Bhawan, Ministry of Finance, GPO Complex Block-E, Aviation Colony INA Colony, Delhi - 110023
20. Office of the Comptroller & Auditor General of India, Pocket-9, Deen Dayal Upadhyaya Marg, New Delhi.
21. Office of the Comptroller & Auditor General of India, Pocket-9, Deen Dayal Upadhyaya Marg, New Delhi.
22. The Chief Secretary, Govt. of NCTD, Delhi Secretariat, I.P. Estate, New Delhi - 110002
23. Directorate General of Employment, - You are requested to upload the said
Ministry of Labour and Employment, NCS advertisement in NCS portal.
Coordination Section Shram Shakti
Bhawan, Rafi Marg, New Delhi 110001.
Email - ddg-dget@nic.in
24. IT Cell In-charge, AFT(PB) - You are hereby advised to upload the said
advertisement in AFT(PB)
website, [www. aft.gov.in](http://www.aft.gov.in) and also upload
in DoP&T website and confirm.
25. Office Copy.

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*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state.			
a). The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department alongwith Cadre Clearance., Vigilance Clearance and integrality certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment : Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government. b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.			

....3/-

-3-

14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scale, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments

16. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)	
17. Whether belongs to the Scheduled Castes, the Scheduled Tribes, the Other Backward Classes, and other special categories	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address: _____

Date:

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possess educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

(i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.

(ii) His /Her integrity is certified.

(iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.

(iv) No major/minor penalty has been imposed on him/her during the last 10 years OrA list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

Employer/Cadre Controlling

(Authority with Seal)