

Circular regarding sponsoring of names for appointment of post Chief Law Officer in Municipal Corporation of Delhi on deputation basis.

Wed, Mar 19, 2025 02:37 PM

1 attachment

From : Director Personnel <director-ced@mcd.nic.in>

Subject : Circular regarding sponsoring of names for appointment of post Chief Law Officer in Municipal Corporation of Delhi on deputation basis.

To : Dr. Chandra Bhushan Kumar IAS <cs-andaman@nic.in>, adcgovpb@gmail.com, Office of the Administrator DNH DD <administrator-dnh@nic.in>, cs-jandk <cs-jandk@nic.in>, Sh. Umang Narula <narula@ias.nic.in>, Advisor to LG <advisor-lg-ladakh@gov.in>, Advisor to the Administrator UTL <lk-advisor@gov.in>, Praful Patel <lk-admin@nic.in>, Shri Dharmendra <csdelhi@nic.in>, Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry <cs.pon@nic.in>, CGDA Office <cgda@nic.in>, CAG Office <cagoffice@cag.gov.in>, KV Hamza <sys@nic.in>, Director General Posts <dgposts@indiapost.gov.in>, Sh Anil Kumar Singh <secservices@nic.in>, ceodelhicantt@gmail.com, Manoj Kumar Verma <rga.dhc@nic.in>, SH Ravi Agrawal <chairmancbdt@nic.in>, vcdda@dda.org.in, Satinder Pal Singh <cpwd_dgw@nic.in>, Chairperson NDMC <chairperson@ndmc.gov.in>, Shri Sanjay Kumar Agarwal <chmn-cbic@gov.in>, RAJIB DHAR CHOUDHURY <rajib_3441@dmrc.org>, Shri Navin K. Choudhary <psud@nic.in>, Dr(Mr) Himanshu Pathak <dg.icar@nic.in>



Please find attached Circular No. SO-IV/CED/MCD/2025/7108 dated 19.03.2025 regarding sponsoring of names for appointment of post Chief Law Officer in Municipal Corporation of Delhi on deputation basis-further extension of date for submitting application-reg., along with proforma for application. The names of suitable and willing officers fulfilling the prescribed conditions, along with their application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may please be forwarded, within a period of 60 days to the office of Director Personnel, Central Establishment Department, Municipal Corporation of Delhi, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J.N. Nehru Marg, New Delhi-110002.

**Administrative Officer
Central Establishment Department
Municipal Corporation of Delhi**

Handwritten signature: Anil Kumar Singh
Sp. Secy (S-I)

Handwritten: DS-II (S)

Handwritten: SO (CDT)

Handwritten: gm. Hageem

Handwritten: 21/3/24

Circular No. 7108.pdf
1 MB



MUNICIPAL CORPORATION OF DELHI

Central Establishment Department
2nd Floor, Dr. Shyama Prasad Mukherjee
Civic Centre, Jawahar Lal Nehru Marg,
Minto Road, New Delhi-110002

No. SO-IV/CED/MCD/2025/7108

Dated: 19-03-25

CIRCULAR

1. All Secretaries, Government of India.
2. All Chief Secretaries, States/UTs
3. Controller General of Defence Accounts, West Block V, RK Puram New Delhi-66
4. The Assistant Controller and Auditor General, office of The Controller and Auditor General of India, 10, Bahadur Shahi Safar, New Delhi.
5. Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003
6. Controller General of Accounts, Post & Telegraph Deptt., Patel Chowk, Delhi
7. Director (Local Bodies), 9th Level, A wing Delhi Secretariat, IPS Estate, Delhi
8. The Secretary (Services), GNCTD, New Sachivalaya, IPS Estate, New Delhi-02
9. Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt-10
10. Chief Executive Officer, Delhi Jal Board, Barunalya, Jhandanwala, Delhi.
11. The Registrar General, Delhi High Court.
12. The Registrar General, All High Courts of all States.
13. All District Judges, Delhi.
14. Chairman CBDT, Ministry of Finance, North Block, New Delhi-110001.
15. Vice Chairman, DDA, Vikas Sadan, INA, New Delhi
16. The Director General Works, CPWDm Nirman Bhawan, New Delhi - 110001
17. The Secretary, New Delhi Municipal Council, New Delhi.
18. The Dy. Secy. (Services), GNCTD, Players Bldg., IP Estate, New Delhi.
19. The Secretary, Min of Environment & Forest, Paryavarn Bhawan, CGO Complex Lodhi Road, New Delhi-03
20. National Informatics Centre Services Level 3' Bwing, Delhi Sachivalaya, Delhi-54
21. Educational Consultants India Ltd, EDCIL House, 18A Sector 16A, Noida-201301.
22. Department of Telecommunications, Sanchar Bhawan, Rafi Marg New Delhi 110001
23. Dept of Electronics & Information Technology, Electronic Niketan, 6, CGO Complex Lodhi Road New Delhi-110003
24. Deptt of Information Technology, 9th level, B wing Delhi Secretariat, Delhi 110013.
25. Centre for Development of Advanced Computing, 1st & 2nd Floor, E-25, Hauz Khas, New Delhi - 16
26. Centre of Development of Telematics, C-Dot Campus, Mehrauli, New Delhi 110030
27. Secretary (Environment & Forest), Govt. Of India.
28. Secretary (Agriculture), Govt. Of India.

Sub: - Sponsoring of Names for appointment of post Chief Law Officer in Municipal Corporation of Delhi on deputation basis-further extension of date for submitting applications regarding.

Ref. No. SO-IV/CED/MCD/2024/6138 Dated 06.01.2025

Sir/Madam,

I am directed to communicate that post of Chief Law Officer is required to be filled up urgently in Municipal Corporation of Delhi on deputation basis in Level-13A Pay Band-4, Rs. 37400-67000 + Grade Pay Rs. 8900 (Pre-Revised). The eligibility conditions/qualifications are given below:-

Officers of the Central/States Governments/UTs/Public Sector Undertaking/Semi Govt. Autonomous or Statutory Organisations:-

- (i) Holding analogous posts on regular basis in the parent cadre/department.
- (ii) With 02 years service in the grade rendered after appointment thereto on

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Regular basis in Level-13 Pay Band 4 Rs 37400-67000 + Grade Rs 8700 (Pre-revised) or equivalent.

OR

(iii) With 05 years services in the grade rendered after appointment thereto on regular basis in Level-12; PB-3, Rs. 15600-39100 + Grade Pay Rs. 7600 (Pre-revised) or equivalent in the parent cadre/department.

Possessing the following educational qualification and experience:-

- (i) Degree in Law from a recognised University or equivalent.
- (ii) 12 Years experience in legal work involving civil laws, labour law taxation, arbitration and prosecution matters.

2. Since, the MCD follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of deputation of the Govt. of India shall be applicable mutatis mutandis to the officers on deputation basis in MCD. Further, the maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

3. It is therefore, requested that the names of suitable and willing officers fulfilling the above conditions, along with (i) their applications and bio-data with certification that the entries in the applications have been verified from the records and found correct. (ii) ACRs/APARs for the preceding 05 years. (iii) Integrity certificate. (iv) Vigilance Clearance including certification that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the officer concerned. (v) Cadre clearance and (vi) List of major/minor penalties, if any imposed on the officer during the last ten years/No penalty certificate, etc. **(an advance copy through e-mail)** may please be forwarded to the Director (Personnel), Municipal Corporation of Delhi, 22nd Floor, Dr. SP Mukherjee, Civic Centre, JLN Marg, New Delhi -110002, within 60 days of issue of this letter/circular to enable us to consider selection for appointment to the above post on deputation basis. Application Proforma is attached.

4. This may please be given TOP PRIORITY.

Administrative Office(Estt.)

Encl : Application Proforma

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(a) Central Government

(b) state Govt

(c) Autonomous Organization

(d) Government Undertaking

(e) Universities

(f) Others

12 Details of Pay Scale on initial appointment and subsequent promotions.				
S.No.	1st appointment/Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/Adhoc/ACP/MACP basis
1				
2				
3				
4				
5				

*if financial up-graduation on ACP/MACP basis, please give details of regular promotion also.

- 13 Additional information, if any, which you would like to mention in support of your suitability for the post, Enclose a separate sheet, if the space is Insufficient

14 Remarks

Date:-.....

Signature of the candidate:-

Address:-

Countersigned
(Employer)

CERTIFICATE

(To be given by Head of Office of the Applicant)

1. It is certified that the particular furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case in either pending or contemplated against the applicant and he/she is clear from vigilance angle.
3. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.

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4. It is certified that the officer is eligible to hold this post as per the provisions of the Recruitment Rules mentioned in deputation vacancy circular.
 5. It is certified that cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in the advertisement.

NAME OF THE OFFICER/DESIGNATION
WITH OFFICIAL SEAL OF HEAD OF OFFICE

DATE:

NOTE:- Application should be forwarded through proper channel with approval of Competent Authority

