

From

Delhi, Civil Secretariat,

The Chief Architect,  
Deptt. of Urban Planning,  
Chandigarh Administration.

To

- (1) The Chief Secretaries of (State Govt.)  
(2) All Heads of Departments, Union Territory, Chd. Admn.  
Dated Chandigarh, the 24/9/2021

Subject:-

Filling up one (01) post of Head Draftsman on deputation in the pay scale of 10300-34800+4400/- Grade Pay in the Architecture Wing, Department of Urban Planning, Chandigarh Administration.

Sir/Madam,

I am directed to address you on the subject matter and to state that one (01) post of **Head Draftsman** in the pay scale of Rs. 10300-34800+4400/- G.P in the Architecture Wing of the Department of Urban Planning, Chandigarh Administration is to be filled up by deputation from the State Govts./U.T. Administration holding analogous post in the same or identical pay scale. The official who is not more than 55 years of age holding analogous post can apply for the post as per details given below:-

Sr. No.	Name of the post along with Scale of Pay.	No. of Posts	Eligibility for deputation as per RRs.
1.	<b>Head Draftsman</b> (In Pay band of Rs. 10300-34800+4400/- G.P.) (Non-Ministerial)	01 (One)	By deputation from employees of the State Govts/ U.T. Administration holding analogous post in the same or identical pay scale.
<b>Other Terms and Conditions</b>			
1.	Period of deputation.	One year in the first instance & to be extended from time to time or reduced according to requirement.	
2.	Pay	He will draw pay in his own scale of pay without any deputation allowance.	
3.	D.A& Local Allowances	According to the Punjab rules so long the employees of Chd. Admn. are also governed by these rules.	
4.	T.A joining time and transfer T.A	According to the rules of Govt. to which deputed i.e Chd. Admn..	
5.	Leave and Pension	The rules of the Parent Govt.	
6.	Leave Travel concession medical concession & accommodation	According to parent Department.	
7.	Leave Salary and pension contribution	The allocation of leave salary and pension charges payable by this Administration will be regulated under the Rules of the Parent Govt.	

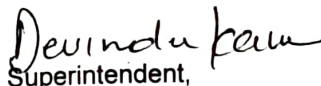
The eligible official should apply for the aforesaid post and also forward their applications through their department. While forwarding the applications of the eligible official, the concerned department should furnish the following document and certificates:-

- The application/Bio-data prescribed proforma (in original) as per DoPTO.M No. A.B14017/28/2014/Estt.(RR) dated 02.07.2015 (which can be downloaded from link [http://documents.doptcirculars.nic.in/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://documents.doptcirculars.nic.in/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf)).
- Attested copies (on each page of ACRs/APAR) for the last five years.
- Cadre clearance, Integrity Certificate, Vigilance Clearance Certificate and statement of major/minor penalties if any, imposed on the candidate during the last 10 years, in original or no penalty certificate, as the case may be, be forwarded in the prescribed Performa available in the link mentioned at point no (i), duly signed & stamped by the Competent Authority.
- Certificate regarding no court case is pending against the official concerned.

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Official who apply for the post will not be allowed to withdraw their candidature at a later stage. Application not received through proper channel or after the due date or without the above mentioned documents will be rejected.

Applications, duly completed in all respects, should reach through proper channel to the "The Chief Architect, Department of Urban Planning, Chandigarh Administration Room No. 322, 3rd Floor, U.T., Secretariat, Deluxe Building, Sector 9-D, Chandigarh-160009, **within 60 (Sixty) days from the date of issue of publication in the Employment News. The above advertisement is also available at website <https://urbanplanning.chd.gov.in> and <http://chdpr.gov.in>.**

For   
Superintendent,  
Chief Architect,  
Deptt. of Urban Planning,  
Chandigarh Administration