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Central Pollution Control Board

(Ministry of Environment, Forest &amp; Climate Change, GoI)

'Parivesh Bhawan', East Arjun Nagar, Shahdara

Delhi-110032

Date: 17.10.2023

**CIRCULAR**

**Sub: Filling up the vacant posts on deputation on foreign service terms/short term contract basis in the Central Pollution Control Board - reg.**

It is proposed to fill up the following vacant posts in the Central Pollution Control Board on deputation on foreign service terms/short term basis for a period of 03 years (except for the post of Senior Administrative Officer for which period of deputation shall be one year). The pay and allowances and other terms of deputation of the officers selected for the post will be regulated in accordance with the instructions contained in the Department of Personnel & Training O.M. No. 6/8/2009-Estt. (Pay II), dated 17.06.2010 as amended from time to time. The eligibility criteria are given as under:

S.N	Name of the Post	Number of Posts	Level of Pay	Eligibility Criteria
1.	Senior Administrative Officer	01	Level-12 in the pay matrix (Rs. 78,800-2,09,200)	<b>Deputation (including Short Term Contract):</b> Officers of the Central Government, State Governments, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution – (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years of regular service in the grade rendered after appointment thereto in level-11 (Rs. 67,700-2,08,700) in the pay

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				<p>matrix or equivalent in the parent cadre or Department, and</p> <p>(b) Possessing a Bachelor's degree in any discipline from a recognized University or Institute; and</p> <p>(c) Having ten years' experience in a supervisory capacity in Administration or Accounts or Establishment.</p> <p><b>Desirable:</b> Post-graduation diploma in Personnel Management or Master of Business Administration with specialization in Personnel Management.</p>
2.	Accounts Officer	01	Level-7 in the pay matrix (Rs.44,900 -1,42,400/-)	<p><b>Deputation (including Short Term Contract):</b> Officers of the Central Government, State Governments, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution –</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or Department; or</p> <p>(ii) with five years of service in grade render after appointment thereto on a regular basis in level-6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre of Department, and</p>

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				<p>(b) Possessing the following qualifications and experience: Bachelor's degree in Commerce from a recognized University or Institution with five years' experience in a supervisory level or Subordinate Audit / Account Services Examination Accounts with five years' experience in accounts, audit and financial management.</p>
3.	Assistant Accounts Officer	01	Level-7 in the pay matrix (Rs.44,900 -1,42,400/-)	<p><b>Deputation (including Short Term Contract):</b> Officers of the Central Government, State Governments, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution –</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with five years of regular service in the grade render after appointment thereto in level-6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre or Department; and</p> <p>(b) Possessing the following qualifications and experience: <b>Essential:</b></p>

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				<p>Bachelor's degree in Commerce from a recognized University or Institute with five years' experience in a supervisory level or a Subordinate Audit / Account Services Examination accountant with five years' experience in accounts, audit and related financial works in an organization or institution of repute.</p> <p><b>Desirable:</b> Associated Member of Chartered Accounts of India or Institution of Costs and Works Accounts.</p>
4.	<p><b>Senior Technical Supervisor</b></p> <p>15 of Government, Governments, Corporations, Autonomous organization, Public Sector Undertakings, Recognized Institution;</p> <p>(i) holding analogous post on regular basis in the parent cadre or Department; or</p> <p>(ii) with five years of regular service in the grade render after appointment thereto in level-6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre or Department; and</p>	02	<p>Level-7 in the pay matrix (Rs.44,900 -1,42,400/-)</p>	<p><b>Deputation (including Short Term Contract):</b> Officers of the Central Government, State Governments, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution:</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or Department; or</p> <p>(ii) with five years of regular service in the grade render after appointment thereto in level-6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre or Department; and</p>

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				(b) Possessing a diploma in Instrumentation or Electronics or Electrical or Mechanical Engineering.
5.	Private Secretary	03	Level-7 in the pay matrix (Rs.44,900 -1,42,400/-)	<p><b>By deputation (including short term contract) / Promotion (Composite method)</b></p> <p><b>Promotion:</b> Stenographers Grade-I with five years of regular service in level-6 in the pay matrix (Rs. 35,400–1,12,400)</p> <p><b>Note:</b> Where the juniors who have completed their qualifying or eligibility services are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of the such qualifying or eligibility service or two years, whichever is less, and have successfully completed probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p><b>Deputation (including Short Term Contract):</b> Officers of the Central Government, State Governments, Union Territories Administration, Autonomous or Statutory organization, Public Sector Undertakings, University or Recognized Research Institution –</p>

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				(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the Stenographers grade in level-6 (Rs. 35,400-1,12,400) in the pay matrix or equivalent in the parent cadre or Department.
6.	Technical Supervisor	03 (01 - Electrical Engineering, 01 - Electronics and Communication Engineering, 01 - Instrumentation Engineering)	Level-6 in the pay matrix (Rs.35,400 -1,12,400/-)	<b>Deputation (including short term contract):</b> Officers of the Central Government, State Governments, Union territories administration, Autonomous or Statutory organisation, Public Sector Undertakings, University or Recognised Research Institution: (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with six years of regular service in the grade render after appointment thereto in level-5. (Rs.29,200-92,300) in the pay matrix or equivalent in the parent cadre or Department; and (b) Possessing a degree in Electrical Engineering or Electronics and Communication Engineering or Instrumentation Engineering and having experience of not less than five years in maintenance repairs of laboratory equipment or instruments.  <b>Note:</b> For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1 <sup>st</sup> January, 2016 (the date from which the

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				revised pay structure based on the Seventh Central Pay Commission recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any up-gradation.
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**Note 1:** 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, the deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization or department of the Central Government or State Governments or Union Territory Administrations or Central or State Autonomous or Statutory Bodies shall ordinarily not exceed three years **(except for the post of Senior Administrative Officer for which period of deputation shall be one year).**

**Note 3:** The maximum age limit for appointment by deputation shall not be exceeding 56 years' as on the closing date of receipt of applications.

**Note 4:** The applications of the eligible and willing officers alongwith their bio-data (duly signed by the concerned officers), attested copies of APAR dossier for the last 5 years, Integrity Certificate, Vigilance Clearance and statement of Major/Minor penalties, if any, imposed during the last ten years may be forwarded. Applications which are incomplete, not Through Proper Channel, without attested copies of APAR Dossier and other related documents will not be considered. Applications must be accompanied by the self-attested copies of certificates of proof of age, educational qualifications, work experience and claim of belongings to SC/ST/OBC/Persons with Disability, etc. failing which the application will be treated as incomplete and summarily rejected.

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**Note 5:** Central Pollution Control Board will remit/extend the following benefits to deputationists-

**In case of deputation on Foreign Service terms**

- a. Leave Salary Contribution
- b. Pension or NPS Contribution
- c. Deputation (Duty) Allowance, if applicable

**In case of deputation on Short Term Contract**

- a. Leave Salary Contribution
- b. Gratuity Contribution
- c. Deputation (Duty) Allowance, if applicable
- d. Any one of CPF/EPF/NPS contribution

**Other Allowances**

Apart from all these, allowances as applicable in CPCB be paid as per their entitlement. No other allowances/benefits will be paid to deputationists. However, any contribution required to be remitted to parent department shall be remitted after deduction the same from the salary of the deputationist.

**General Conditions:**

1. Applications should be sent either in English or in Hindi and only in the prescribed proforma and the information/data must be provided under the respective item itself (neatly handwritten or typed out in A-4 size paper- 210 X 297 mm). Specific response [including yes/no/not applicable] to each item must be provided and no item shall be left blank, failure of which would render the application liable to be rejected. The candidates shall not make any changes to the prescribed proforma on their own accord. Failure to comply with these instructions would render the application to be rejected.
2. Place of posting: Anywhere in India.
3. Only Indian Nationals need to apply.
4. The Board reserves the right not to fill up the post, if it so decides.
5. No correspondence/representation will be entertained in regard to the call for interview and/or selection.
6. The crucial date for determining the age-limit shall be the closing date for receipt of applications.
7. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
8. The number of posts likely to increase or decrease.
9. Apply through proper channel. Candidate may send advance copy, however advance copy will be entertained only after receiving application through proper channel before selection.
10. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to willfully conceal or misrepresent the facts, his/her candidature will be summarily rejected or his/her employment terminated.

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11. In case, the certificates are available in any other language other than Hindi or English, the translated copies of such certificates, duly attested, either in Hindi or English, should be sent along with the applications, failing which the same would not be treated as a proof and such applications will be rejected.

Prescribed application form along with recent passport size photograph, should reach **The Administrative Officer (Recruitment), Central Pollution Control Board, "Parivesh Bhawan", East Arjun Nagar, Shahdara, Delhi-110032 latest by 13.11.2023.** Last date for the Applicants from Assam, Meghalaya, Arunachal Pradesh, Manipur, Mizoram, Nagaland, Tripura, Sikkim, Ladakh, Lahaul and Spiti-District & Pangi Sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep will be **27.11.2023.** Incomplete applications will not be considered. The name of the post must be superscribed on the envelope. **Prescribed application form can be downloaded from our website [www.cpcb.nic.in](http://www.cpcb.nic.in)**

Madhu

(Madhu Luthra)

Administrative Officer (R)

**Distribution:-**

1. All State Pollution Control Boards/Pollution Control Committees.
2. The Additional Secretary (CP Division), MoEF&CC.
3. Ministry of Law & Justice, 4<sup>th</sup> Floor, A-Wing, Shastri Bhawan, New Delhi-110001
4. Registrar General, Supreme Court of India, Tilak Marg, New Delhi-110201
5. Registrar, High Court of Delhi, Shershah Road, New Delhi-110503
- ✓ 6. The Chief Secretary, Government of NCT of Delhi, Sachivalay Marg, Near ITO, Vikram Nagar, New Delhi-110002.
7. The Secretary, Government of Madhya Pradesh, Department of Cooperatives, Ministry, Vallabh Bhawan, Bhopal, Madhya Pradesh.
8. The Secretary, Government of Uttar Pradesh, Secretariat Babu Bhawan, The Mall Avenue, Lucknow, Uttar Pradesh-226027.
9. The Secretary, Government of Gujarat, Swarnim Sankul-1, Sachivalaya, Gandhi Nagar, Gujarat.
10. The Chief Secretary, Government of West Bengal, Nabanna (13<sup>th</sup> Floor), 325, Sarat Chatarjee Road, Shibpur, Howrah, West Bengal-711102.
11. The Secretary, Government of Meghalaya, Main Secretariat Building, Shillong, Meghalaya-793001.
12. The Principal Secretary, 4<sup>th</sup> Floor, UT Secretariat, Sector-9, Chandigarh
13. The Principal Secretary, Namakkal Kavignar Maaligai, Fort St. George, Chennai - 600 009
14. The Chief Secretary, CS Office Main Building, Mantralaya, 6<sup>th</sup> Floor, Madame Cama Road, Mumbai-400032
15. Railway Board, Rail Bhawan, New Delhi.

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16. Registrar, Jawaharlal Nehru University, New Delhi-110067.
17. Registrar, Delhi University, Maurice Nagar, Delhi.
18. Registrar, Jamia Milia, New Delhi-110025.
19. PS to Chairman, Central Pollution Control Board.
20. PS to Member Secretary, Central Pollution Control Board.
21. The Divisional Head, IT Division, CPCB- For uploading Circular on the website of CPCB.