GOVERNMENT OF INDIA MINISTRY OF DEVELOPMENT OF NE REGION NORTH EASTERN COUNCIL SECRETARIAT

NONGRIM HILLS, SHILLONG-793003.

No. ADMN-12011/1/2021-ADMN

To

As per list.

Dated: 22 June, 2021.

Sub:-

Advertisement for [1.] 01 (one) post of Director (Science & Technology) on deputation (including short term contract)/For Armed Forces Personnel. deputation or re-employment

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basis [2.] 01 (one) post of Director (Human Resource Development and Employment)

on deputation/For Armed Forces Personnel: deputation or re-employment basis [3.] 01 (one)

post of Advisor (Irrigation, Flood Control and Water Management) on deputation

(including short term contract) basis as per the provisions of Recruitment Rules in the North

Eastern Council Secretariat, Nongrim Hills, Shillong -793 003.

Sir.

Secy (Sowices)

With reference to the subject cited above, the undersigned is directed to enclose herewith a copy of the advertisement No. ADMN-12011/1/2021-ADMN Dated: 22⁻⁻⁻ June. 2021 for the above mentioned post proposed to be filled up on deputation basis. This advertisement/vacancy circular may please be widely circulated in your Organisation. This advertisement is also being published in the Employment News shortly.

Applications of eligible and willing candidates may be forwarded to the Deputy Secretary (Admn.) within 60 days from the date of publication of the advertisement in the Employment News.

Enclo: As above.

Yours faithfully,

(L. Béimopha)

Deputy Secretary (Admn.) NEC Secretariat, Nongrim Hills Shillong: 793003.

Ph. No.: 0364-2522647

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GOVERNMENT OF INDIA MINISTRY OF DEVELOPMENT OF N.E.REGION NORTH EASTERN COUNCIL SECRETARIAT NONGRIM HILLS, SHILLONG-793003

No. ADMN-12011/1/2021-ADMN

Dated:

22nd June, 2021

The North Eastern Council Secretariat is looking for services of suitable officers for filling up the posts of [1.] 01 (one) post of Director (Science & Technology) on deputation (including short term contract)/For Armed Forces Personnel: deputation or re-employment basis [2.] 01 (one) post of Director (Human Resource Development and Employment) on deputation/For Armed Forces Personnel: deputation or re-employment basis [3.] 01 (one) post of Advisor (Irrigation, Flood Control and Water Management) on deputation (including short term contract) basis as per the provisions of Recruitment Rules. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O&M No.6/8/2009-Estt.(Pay-II) dt.17.06.2010 as amended from time to time. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation basis immediately so as to reach the undersigned within 60 days from the date of publication of this advertisement in the Employment News. The details of post, eligibility criteria, job requirement, age limit, qualifications and experience required for the posts are indicated in Annexure-I below. For Application Forms/Curriculum Vitae Proforma (Annexure-II) and other necessary details the candidates are advised to visit and download from the NEC Website http://necouncil.gov.in.

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION.

- 1. Application in prescribed format Annexure-II duly completed, signed by the candidate and countersigned by the Cadre/Appointing authority.
- 2. Attested copies of ACRs for the last 5(five) years duly attested on each page with seal by an officer not below the rank of Under Secretary to the Government of India or above.
- 3. Integrity Certificate.
- 4. Vigilance Clearance.
- 5. Major or minor penalty certificate for the last 10 years of his service.
- 6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
- 7. Cadre clearance certificate.
- 8. Self attested copies of educational certificates

(L. Beimopha)

Deputy Secretary (Admn.) NEC Secretariat, Nongrim Hills Shillong: 793003.

Ph. No.: 0364-2522647

		47.3
		Annexure – I
(a)	Name	of Director (Science and Technology)
	the post	
(b)		of 1 (one)
(c)	post Scale	of Rs.12,000-375-16,500/- (5 th CPC)/ PB -3 Rs.15,600 - 39,100/- + GP Rs.7600/-
	pay	(6 th CPC) corresponding to level 12 of the 7 th CPC.
	Method (of Deputation (including short term contract):
	recruitme	For Armed Forces Personnel: Deputation or re-employment.
1 1	and	Officers under the Central Government or State Government or Union Territories on
	eligibility criteria.	Recognized Research Institutions or Public Sector Undertakings or Semi Government
	citteria.	or Statutory or Autonomous Organisations; (a) (i) holding analogous posts 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 posts in the scale of pay of Rs.10000- 15200/- (5 th CPC)/ PB-3
		Rs.15600–39100/-+GP Rs.6600/-(6 th CPC)corresponding to level 11of the 7 th
		CPC or equivalent in the parent cadre or department; or
		(iii) with ten years' service in the grade rendered after appointment thereto on a
		regular basis in posts in the scale of pay of Rs.8000-13500/-(5 th CPC)/ PB-3
		$R_{\rm S.15600-39100/-+GP}$ Rs.5400/-(6 th CPC) corresponding to level 10 of the /
		CPC or equivalent in the parent cadre or department; and
		(b) Possessing the following educational qualifications and experience;
		(i) Master's Degree in Physics or Geology or Geophysics or Chemistry or Botany or Bachelors Degree in Engineering or Technology from a recognized
		University or equivalent.
		(ii) Ten years' experience on Research and Development out of which of three
		years' experience should be to planning formulation and supervision of project
		in the field of Science and Technology.
		For Armed Forces Personnel:
		Deputation or re-employment.
		The Armed Forces Personnel of the rank of Lieutenant Colonel or above who are due
		to retire or to be transferred to reserve within a period of one year and have the
		requisite experience and qualifications prescribed for deputationists shall also be
		considered. If selected such officers shall be given deputation terms upto the date on
		which they are due for release from the Armed Forces. Thereafter, they may be
		continued on re-employment terms. In case such eligible officers have been retired or
		have been transferred to reserve before actual selection to the post is made their
		appointment will be on re-employment basis. (Re-employment upto the date of superannuation with reference to civil posts).
		superamination with reference to civil posts).
		[Period of deputation (including short-term contract) including period of deputation
		(including short-term contract) in ex-cadre post held immediately preceding this
		appointment in the same or some other organization or Department of the Central
		Government shall ordinarily not exceed 4(four) years. The maximum age limit for
		appointment by deputation (including short-term contract) shall be not exceeding 56
) Y-1		yéars as on the closing date of the receipt of applications.] To take up various Science and Technology related proposals/activities. Initiate
) Job rea	o Juirement	programme for science popularization in the North Eastern Region and responsible for
r 04		implementing Tele-medicine Project, Computer education Programme initiating
		implementing rele-inedictie rioject, computer education riogramme mutating
		programme(s) of Research and development of the Regional economy and liaison with
		programme(s) of Research and development of the Regional economy and liaison with implementing agencies such as the Universities of Research and Science under CSIR, ICAR etc.

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			1 - manti								
(a)	Name of	D:	(X Parange Development and Employment)								
	the post	Director (Human Resource Development and Employment)									
(b)	No. of	1 (one)									
	post	1 (one) Rs.12,000-375-16,500/-(5 th CPC) /PB-3 Rs.15,600-39,100/- + G.P. Rs.7,600/- (6 th CPC) corresponding to Level 12 of Pay Matrix of 7 th CPC.									
(c)	Scale of	Rs.12.000-375-16 500/-(5 th CPC) /PB-3 Rs.15,600-39,100/-									
	pay	CPC)	CPC) corresponding to Level 12 of Pay Matrix of 7 th CPC.								
(d)	Method	Denut	enutation (including short term contract):								
	of	For A	rmed Forces Personnel: Deputation or Re-employment								
	Recruitm	Officer	rs under the Central Government or State Governments of Officer of Institutions of Officer of Institutions								
	ent and	- 40110	Sector Undertakings of Universities of 2200 8								
	Eligibilit	~ tatato	ory or Autonomous Organisations:								
	y Criteria.	(a)	ory or Autonomous Organisations: (i) holding analogous posts on regular basis in the parent cadre o								
	Cilicia.		department; or								
			department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.10,000-15,200 (5 th CPC) / PB-								
			on a regular basis in the scale of pay of Rs. 10,000-13,200 (c) 3 Rs. 15,600-39,100/- + G.P. Rs. 6,600/-(6 th CPC) corresponding to Level 11 and 11								
	- F		11 of the Pay Matrix of 7 th CPC or equivalent in the parent cadre of								
			department; and								
		(b)	possessing the following educational qualifications and experience:								
			(i) Bachelor's Degree from a recognised University or equivalent.								
			(ii) Ten years' experience of formulation of Manpower Planning or								
			Development schemes.								
		For A	rmed Forces Personnel:								
		Deputa	ation or re-employment.								
		_	· · · · · · · · · · · · · · · · · · ·								
		The A	Armed Forces Personnel of the rank of Lt. Colonel or equivalent who are due to								
	4	retire	ire or to be transferred to reserve within a period of one year and possessing the								
		qualii	fications and experience considered. If selected such officers will be given								
		deput	tation terms upto the date on which they are due for release from the armed								
		force	forces. Thereafter they may be continued on re-employment terms. In case sur								
		l aliail	also officers have retired or have been transferred to reserve before the actual								
- 1		eligib	ble officers have retired or have been transferred to reserve before the actual								
		select	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis.								
		select (Re-e	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. employment upto the age of superannuation with reference to civil posts).								
		select (Re-e	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts).								
		select (Re-e	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation and the short-term contract) in another ex-cadre post held immediately preceding								
		select (Re-e (Perio	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding the precipitation of the contract.								
* **		select (Re-e (Perio (inclu	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation uding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central appointment by the state of the contract of the contract of the contract shell not exceed four years. The maximum age limit for appointment by								
- 57		select (Re-e (Perio (inclu this a Gove	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ternment shall not exceed four years. The maximum age limit for appointment by teation (including short-term contract) shall be not exceeding 56 years as on the								
- 54		select (Re-e (Perio (inclu this a Gove deput	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central terment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the								
(e)	Job	select (Re-e (Perio (inclu this a Gove deput closir	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the ng date of the receipt of applications).								
(e)	Job requiremen	select (Re-e (Perio (incluthis a Gove deput closir	ble officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). Od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ternment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the maximum of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a web-lars well as in each of the eight States individually.								
	l .	select (Re-e (Perio (incluthis a Gove deput closir	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the age date of the receipt of applications).								
	requiremen	select (Re-e (Perio (incluthis a Gove deput closir (i)	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the neg date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training								
	requiremen	select (Re-e (Perio (incluthis a Gove deput closir (i)	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the age date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes.								
	requiremen	select (Re-e (Perio (incluthis a Gove deput closir (i)	ole officers have retired or have been transferred to reserve before the actual tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). od of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ternment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the ng date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes. Assisting the States of the NER Region in getting candidates sponsored by them admitted into different institutions in the country for training or for specialized								
	requiremen	select (Re-e (Perio (incluthis a Gove deput closir (i)	tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). On of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the maximum of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes. Assisting the States of the NER Region in getting candidates sponsored by them admitted into different institutions in the country for training or for specialized education in particular fields.								
	requiremen	select (Re-e (Perio (incluthis a Gove deput closir (i)	tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). On of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the lang date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes. Assisting the States of the NER Region in getting candidates sponsored by them admitted into different institutions in the country for training or for specialized education in particular fields.								
	requiremen	select (Re-e (Periot (incluthis a Gove deput closir (i) (ii) (iii) (iii) (iv)	tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). On of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the neg date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes. Assisting the States of the NER Region in getting candidates sponsored by them admitted into different institutions in the country for training or for specialized education in particular fields. Rendering assistance for preparation of schemes for promotion of employment with particular reference to self-employment/for preparation of plans for the								
	requiremen	select (Re-e (Periot (incluthis a Gove deput closir (i) (ii) (iii) (iii) (iv)	tion to the post is made their appointment will be on re-employment basis. Employment upto the age of superannuation with reference to civil posts). On of deputation (including short-term contract) including period of deputation adding short-term contract) in another ex-cadre post held immediately preceding appointment in the same or some other organization/department of the Central ernment shall not exceed four years. The maximum age limit for appointment by tation (including short-term contract) shall be not exceeding 56 years as on the neg date of the receipt of applications). Assessment of trained manpower requirement in the North Eastern Region as a whole as well as in each of the eight States individually. Working out different training programmes/employment-oriented training programmes. Assisting the States of the NER Region in getting candidates sponsored by them admitted into different institutions in the country for training or for specialized education in particular fields. Rendering assistance for preparation of schemes for promotion of employment with particular reference to self-employment/for preparation of plans for the								
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Annexure-I

~/	Name of the post	Adviser (Irrigat	viser (Irrigation, Flood Control and Water Management)						
_	No. of post	1 (one)							
c)	Scale of		16500/- (5 th CPC)/PB-3 Rs.15,600-39,100/- + GP Rs.7,600/- (6 th ading to Level 12 of Pay Matrix of 7 th CPC.						
1)	pay Mathad of								
d)	Method of	•	cluding short term contract): the Central Government or State Government or Union Territories or						
	recruitme								
	nt and	Public Sector Undertakings or Universities or Recognised Research Institutions or Statutory or Autonomous Organisations:							
	eligibility								
	criteria.	(a)	(i) holding analogous posts 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 the scale of pay of Rs.10000-15200 (5 th CPC)/PB-3 Rs.15,600-39,100/- + GP Rs.6,600/- (6 th CPC) corresponding to Leve-11 of Pay Matrix of 7 th CPC or equivalent in the parent cadre or department; and						
		(b)	possessing the following educational qualifications and experience:						
			(i) Bachelors Degree in Civil Engineering from a recognised University or equivalent.						
			(ii) Ten years' experience in different branch of water resources development such as planning, investigation, hydrology, design, construction and execution of water resources developments projects.						
		(including sho this appointment <u>si</u> deputation (inc	putation (including short term contract) including period of deputation or term contract) in another ex-cadre post held immediately preceding ent in the same or some other organization or department of the Central hall not exceed four years. The maximum age limit for appointment by cluding short term contract) shall be not exceeding 56(fifty six) years as date of the receipt of applications).						
(e)	Job requiremen	(a)	To advise Secretary, North Eastern Council in taking up comprehensive programmes in the region flood control development and irrigation resources and soil conservation programmes.						
		(b)	To study water resources in the states of North Eastern Region and suggest measures to harness resources for irrigation purpose and for drinking water.						
		(c)	To formulate projects in the above field. To assist the states of North Eastern Region in all matters pertaining to those field of activities.						

Note: The candidate who applied for the post would not be allowed to withdraw their candidature subsequently.

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CURRICULUM VITAE PROFORMA

	CURRICULON Y								
. 1									
1	Name and address (in block letters)								
2	Date of birth (in Christian era)								
3	Date of re	tiremen	t under Central/	State Govt	. :				
4	Educationa	qualifi	cations.		:				
5	Name of the	a nost s	1:1 C						
	rvaine of th	e post a	pplied for.		:				
6	Present pos Grade Pay	st held	with pay scale, Pa	ay band and	d :				
7	Whether e	ducatio	nal and other q	ualification	s :				
	required f	or the	post are satisfi	ied (if any	.				
	one prescri	n has be bed in t	een treated as equi he rules, state the	valent to th	e				
	the same).	oou m t	ne rules, state the	authority to	r				
		Qu	alification/experie	nce required	d	Qualification/experience	possessed by the officer		
	Essential	(i)							
		(ii)							
		(iii)							
	Desirable	(i)				,			
		(ii)							
8	Please stat	e clearl	y whether in the li	ght of entri	es :				
made by you above, you meet the requirements									
	of the post			1	don E	Englasa a saparata sheet d	uly authenticated by your		
9	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.								
	signature,	ii tile sp	ace below is misu.	i i i cicii.					
O	ffice/Instt./(Orgn.	Post Held	From	To		Nature of duties		
Olive, and the second s				Present Basic Pay And Grade Pay					
						And Graderay			

Office/Instt./Orgn.	Post Held	From	То	Scale of pay/ Present Basic Pay And Grade Pay	Nature of duties

10	Natu	are of present employment i.e., ad-hoc or	:	
11	In (case the present employment is		
11	111	-loose state-	_	
	depu	itation basis, please state-	:	
		The date of initial appointment.		
	(a)	The date of initial appointment.		
		Period of appointment on deputation/contract	:	
	(b)	Period of appointment on our		
	(ט)	1 4		
		Name of the parent office/organization to	:	
	(0)	Name of the patent office		
	(c)	Halang		
		which you belong.		

	Addi	itional details -1		
12	Pleas	itional details about present employment.		
	(indi	se state whether working under –		
	relex	icate the name of your employer against the		
-	(a)	Control Cont	_	
-	<u>`</u>	Ct-t- C	:	
}	(b)	II.' The in	:	
	(c)		:	
	(d)		:	
	(e)	Autonomous Organizations		
	(f)	Government Undertakings		
	(g)	Universities	:	
	(h)	Others	:	
13	Ple	ase state whether you are working in the same	:	
		partment and are in the feeder grade or feeder		
		feeder grade		
14	Are	e you in Revised Scale of pay? If yes, give the	:	
		te from which the revision took place and also		
	ind	licate the pre-revised pay scale.		
15	To	otal emoluments per month now drawn	:	
16		dditional information, if any, which you would	:	
	lik	ke to mention in support of your suitability for		
		e post.		,
	٠ ١	This among other things may provide information		
		vith regard to (i) additional academic		
	\ q	ualifications, (ii) professional training and (iii)		
	V	work experience over and above prescribed in the		
	V	vacancy Circular/ Advertisement) Note: Enclose a separate sheet, if the space is		
		nsufficient).		
1		Please state whether you are applying for	1:	
'		deputation (ISTC)/Absorption/Re-employment		
	١.	basis.		
		(Officers under Central/State Governments are		
		only eligible for "Absorption".)		
		Candidates of non-Government Organizations are		
		eligible only for Short Term Contract.	\perp	
	18	Whether belongs to SC/ST.	:	
			+	
	19	Remarks	:	
		(The candidates may indicate information with		
		regard to (i) Research publications and reports and special projects, (ii) Awards/		
		and special projects, (ii) Awards/ Scholarship/Official Appreciation, (iii) Affiliation	- 1	
		with the Professional bodies/institutions/ societies	3	
		and (iv) any other information.		
		(Note: Enclose a separate sheet if the space is		
		insufficient), if any.		
	20	Whether the present post held is on substantive	e	:
		basis or on officiating basis or on deputation/ shor	t	
		term contract.		

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If Pay scale/Pay Band with Grade Pay in Sl. no. 6 above is not that of the substantive post held (i.e., that on deputation/short term contract/ACP Scheme upgradation/MACP upgradation), then the substantive pay (with Pay Scale/Pay Band with Grade Pay).

io. 6 : (i.e., ACP in the with

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date

Signature of the candidate

Address

Phone No./Mobile No.:

Countersigned (Employer with seal and date)

Strike out whichever is not applicable.

CADRE CLEARANCE CERTIFICATE

n the event of selection, Shri/Smti Director (Science & Technology)/Director (Hur (Irrigation, Flood Control and Water Management) North Eastern Council Secretariat, Shillong.	nan Kesou	rce Devel	opinent &	Employment	JI Havisei
		D	ignature: esignation o ompetent A		
VIGILANCE CLEA	RANCE	<u>CERTIFI</u>	CATE		
Certified that no vigilance case Shri/Smti	is 	pending	or c	ontemplated	against
		Signa	ature:		
		Desig	gnation of		
		Com	petent Auth	ority	
MAJOR/MINO Certified that there is no r Shri/Smti	najor o	r mino 10 years.		ities impo	sed on
		D	esignation of	of	
		C	Competent A	uthority	
<u>INTEGR</u>	ITY CERT	IFICATE			
Service particulars of Shri/Smtiscrutinized and it is certified that there is no doub	ot of his/her	integrity.		_ have beer	n carefully
			Signature:		
			Designation	of	
			Competent .	Authority	
CORREC	TNESS CE	RTIFICAT	<u>`E</u>		
It is certified that the particulars furnished by application Curriculum Vitae Proforma have been	Shri/Smtien verified a	nd found co	rrect as per	Service Record	in his/her s.
			Signature		

Signature: Designation of Designation Competent Authority List of addresses of Director (Science and Technology):-

2. The Director (NEC), Ministry of Development of NER, Vigyan Bhavan Annexe, Maulana Azaq Road. New Delki 110000

3. The Chief Secretary to the Govt. of Assam, Dispur, Guwahati/Govt. of Meghalaya, Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizaw/Covt. Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Production of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Uttar Pradesh (Govt. Of Bihar) Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

4. Commissioner (IT & S&T), Govt. of Arunachal Pradesh, Office of Commissioner (IT & S&T),

Arunachal Pradesh Civil Secretariat, Arunachal Pradesh, Itanagar – 791 111 5. Commissioner & Secretary (S&T), Dept. of Science, Technology & Env., Government of Assam, Assam Secretariat, Assam, Dispur, Guwahati - 781 006

6. Commissioner / Secretary (S&T), Member Secretary, Manipur S&T Council, New Block,

Manipur Secretariat Government of Manipur, Imphal – 795 001.

7. Commissioner Secretary Planning and S&T, Planning Dept. & S&T and Chairman EC, (Meghalaya S&T Council), Main Secretariat Building, Government of Meghalaya, Meghalaya,

8. Commissioner & Member Secretary, Mizoram Council of ST&E, Mizoram Secretariat, Govt. of

9. Principal Secretary, Department of Science & Technology, Government of Nagaland New Secretariat Complex, Kohima - 795 001

10. Secretary (S&T) and Member Secretary, (State S&T Council), Department of Science & Technology, Government of Sikkim, Gangtok - 737 101.

11. Commissioner & Secretary, Department of Science & Technology, Govt. of Tripura and Secretary, Tripura S&T Council , Vigyan Bhawan, Pandit Nehru Complex, Gorkhabasti, Tripura West, Agartala - 799 006

- 12. The Registrar, Agra University, Agra /Aligarh Muslim University, Aligarh (UP) / University of Allahabad, Allahabad / Amravati University, Amravati (Maharashtra) / Andhra Pradesh Open University, Hyderabad/Andhra University, Waltair / AnnaInuversity, Madras / Annamalai University, Annalainagar (Tamil Nadu) / Adadh University, Faizabad (UP) / Awadesh Pratap Singh University, Rewa (MP) / Banaras Hindu University, Varanasi / Bangalore University, Bangalore / Hechampur University, Bhanja, Bihar / Bhagalpur University, Bhagalpur (Bihar) / Bharathiar University, Coimbatore / Bharathidasan University, Tioushirapulli (TN) / Bhopal Vishwavidyalaya, Bhopal / University of Bihar, Muzaffarpur / University of Burdwan, University of Calcutta, Kolkata / University of Calicut, Calicut (Kerela) / University of Cochin, Cochin / University of Delhi, Delhi, Dibrugarh University, Dibrugarh / Guwahati University, Guwahati / North Eastern Hill University, Shillong / North Bengal University, Siliguri / Jadavpur University, Kolkata / Guru Nanak Dev University, Amritsar / University of Gorakhpur, Gorakhpur / Himachal Pradesh University, Simla / Gujarat Ayurved University, Jamnagar / Jagannath Sanskrit Vishwavidyalaya, Puri / Jawaharlal Nehru University, Delhi / Nagpur Meerut University, Meerut / University of Madras, Madras / University of Lucknow, Lucknow / Manipur University, Kanchipur, Imphal / Rabindra Bharati University, Santinikatan, NERIST, Nirjuli (Itanagar) - 791109, Arunachal Pradesh, India.
- 13. The Director, Central Water and Power Research Station, Khadakasla, Pune 24.
- 14. Birla Institute of Technology and Science, Pilani (Rajasthan).
- 15. The Director, National Geophysical Research Institute, Uppal Road, Hyderabad 500007
- 16. The Chairman, Oil & Natural Gas Commission, Tel Bhavan, Dehradun.

17. The Director General, Geological Survey of India, 27 Jawaharlal Nehru Road, Kolkata – 1. 18. The Director, India Meteorological Deptt., Mausum Bhavan, Lodi Road, New Delhi.

19. The Director General, Survey of India, Dehradun – 1.

20. The Additional Secretary, Govt. of India, Department of Space, Antariksh Bhavan, New Bel Road, Bangalore – 560094.

- 21. The Director General, Council of Scientific & Industrial Research, Anusandhan Bhavan, Rafi Marg, New Delhi – 110001.
- 22. The Director, National Geophysical Research Institute, Uppal Road, Hyderabad 500007.
- 23. The Director General, Govt. of India, Ministry of Defence, Defence Research and Development Organisation Hqrs., Dte. of Personnel, B-Wing, Sena Bhavan, New Delhi -110011.
- 24. The Defence Electronics Applications Lab (DEAL), Ministry of Defence, DRDO, Raipur Road, Dehradun – 248001 (Uttaranchal).
- 25. The Senior Deputy Director General (Geophysics), Central Geophysics Division, Geological Survey of India, 115, Park Street, Kolkata – 700016.
- 26. The Director, Govt. of India, Ministry of Science & Technology, Department of Science & Technology, Technology Bhavan, New Mehrouli Road.
- 27. The Registrar, III Kharagpur, Madras, Kanpur, Delhi, Mumbai.
- 28. The Registrar, University of Roorkee, Roorkee 67.
- 29. The Director, Indian School of Mines, Dhanbad 4.
- 30. The Director General. ICAR, Krishi Bhavan, New Delhi 110001.
- 31. The Additional Secretary, Govt. of India, Department of Space, Antariksh Bhavan, New Bel Road, Bangalore - 560094.
- 32. The Director General, Council of Scientific & Industrial Research, Anusandhan Bhavan, Rafi Marg, New Delhi – 110001.
- 33. The Director, National Geophysical Research Institute, Uppal Road, Hyderabad -
- 34. The Director General, Govt. of India, Ministry of Defence, Defence Research and Development Organisation Hqrs., Dte. of Personnel, B-Wing, Sena Bhavan, New Delhi -
- 35. The Defence Electronics Applications Lab (DEAL), Ministry of Defence, DRDO, Raipur Road, Dehradun - 248001 (Uttarakhand). The Senior Deputy Director General (Geophysics), Central Geophysics Division, Geological Survey of India, 115, Park Street, Kolkata - 700016. The Director, Govt. of India, Ministry of Science & Technology, Department of Science & Technology, Technology Bhavan, New Mehrouli Road, New Delhi - 170016.
- 36. The Registrar, III Kharagpur, Madras, Kanpur, Delhi, Mumbai.
- 37. The Registrar, University of Roorkee, Roorkee 67.
- 38. The Director, Indian School of Mines, Dhanbad 4.
- 39. The Director General. ICAR, Krishi Bhavan, New Delhi 110001.
- 40. The Additional Secretary, Govt. of India, Department of Space, Antariksh Bhavan, New oad, Bangalore - 560094.
- 41. The Director General, Council of Scientific & Industrial Research, Anusandhan Bhavan, Rafi Marg, New Delhi - 110001.
- 42. The Director, National Geophysical Research Institute, Uppal Road, Hyderabad -
- 43. The Director General, Govt. of India, Ministry of Defence, Defence Research and Development Organisation Hqrs., Dte. of Personnel, B-Wing, Sena Bhavan, New Delhi -110011.
- 44. The Defence Electronics Applications Lab (DEAL), Ministry of Defence, DRDO, Raipur Road, Dehradun – 248001 (Uttaranchal).
- 45. The Senior Deputy Director General (Geophysics), Central Geophysics Division, Geological Survey of India, 115, Park Street, Kolkata - 700016.
- 46. The Director, Govt. of India, Ministry of Science & Technology, Department of Science & Technology, Technology Bhavan, New Mehrouli Road, New Delhi - 170016.
- 47. Sr. Technical Director/Sr.SA, NIC-NEC, NEC Secretariat Shillong. It is requested to upload the advertisement in the NEC Website.

(L. Beimopha) Deputy Secretary (Admn.)

<u>List of addresses of Director (Human Resource Development & Employment):</u>

1. All Ministries/Departments of Govt. of India. 2. The Director (NEC), Govt. of India, Ministry of Development of North Eastern Region,

Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi.

the Govt. of Assam, Dispur, Guwahati/Govt. of Meghalaya, 3. The Chief Secretary to Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh , Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

4. The Secretary, GAD to the Govt. of Assam, Dispur, Guwahati/Govt. of Meghalaya, Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry...

5. The Under Secretary, Ministry of Surface Transport, BRDB, 'B' Wing, 4th Floor, Sena

6. The Under Secretary, Ministry of Defence, South Block, New Delhi-110011.

7. The Director, ICAR Research Complex for NER, Barapani, Meghalaya.

8. The Secretary, Railway Board, Rail Bhavan, New Delhi.

9. The Deputy Secretary (Admn), NITI Aayog, Yojana Bhavan, Sansad Marg, New Delhi-110

10. The Registrar, Gauhati University, Jhalukbari, Guwahati/ Dibrugarh University, Dibrugarh/ Manipur University, Chanchipur, Imphal-795003.

11. The Administrative Officer, Geological Survey of India, 4 Chowringhee Lane, Kolkata-

12. The Joint Secretary, Government of India, Ministry of Finance, Department of Economic Affairs (IES Section), North Block, New Delhi.

13. The Under Secretary, Ministry of Human Resources Development, 'C' Wing, Shastri Bhavan,

14. The Deputy Secretary, Ministry of Communication & Information Technology, Department of Telecommunication, Sanchar Bhavan, 20 Ashok Road, New Delhi.

15. Sr. Technical Director/Sr. SA, NIC-NEC, NEC Secretariat, Shillong. It is requested to upload the advertisement in the NEC Website.

> (L. Beimopha) Deputy Secretary (Admn.)

List of addresses of Adviser (Irrigation, Flood Control and Water Management):

All Ministries/Departments of Govt. of India.

The Director, Government of India, Ministry of Development of North Eastern Region, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi.

The Chief Secretary to the Govt. of Assam, Dispur, Guwahati/Govt. of Meghalaya, Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.

The Secretaries, Irrigation & Flood Control Department to the Govt. of Assam, Dispur, Guwahati/Govt. of Meghalaya, Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry. the Govt. of Assam, Dispur,

- The Chief Engineer, Flood Control and Irrigations to Guwahati/Govt. of Meghalaya, Shillong/Govt. of Manipur, Imphal/Govt. of Arunachal Pradesh, Itanagar/Govt. of Mizoram, Aizawl/Govt. of Nagaland, Kohima/ Govt. of Tripura, Agartala/ Govt. of Sikkim, Gangtok/ Govt. of West Bengal, Kolkata/ Govt. of Odisha, Bhubaneswar/ Govt. of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Chennai/Govt. of Karnataka, Bangaluru/ Govt. of Kerala, Thiruvananthapuram/ Govt. of Uttar Pradesh, Lucknow/ Govt. of Bihar, Patna/ Govt. of Madhya Pradesh, Bhopal/ Govt. of Gujarat, Ahmedabad/ Govt. of Maharashtra, Mumbai/ Govt. of Rajasthan, Jaipur/ Govt. of Himachal Pradesh, Shimla/ Govt. of Haryana, Chandigarh/ Govt. of Punjab, Chandigarh/ GAD, Jammu & Kashmir, Srinagar/GAD, Ladakh, Leh/Govt. of Goa, Panaji /Govt. of Chattisgarh, Raipur/ Govt. of Uttarakhand, Dehradun/ Govt. Jharkhand, Ranchi/ Govt. of Telengana, Hyderabad/ Govt. of Andaman & Nicobar Islands, Portblair/ Govt. of Lakshadweep, Kavarati/ Govt. of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/Puducherry, Pondicherry.
- The Director, Central Soil & Water Conservation Research and Training Institute, 218, Kaulagarh Road, Dehradun.
- The Director, Central Water Commission, New Delhi. 7.
- 8. The Director, Central Water and Power Research Station, Khadakwasla, Pune.
- The Secretary, Brahmaputra Board, Basistha, Guwahati-28. He is requested to kindly circulate the vacancy among Brahmaputra Board's Engineers and also display the circular in the Notice Board for wide circulation.
- 10. The Director, North Eastern Regional Institute of Water and Land Masnagement, Dholabari, Tezpur-784001.
- 11. The Chairman, Assam State Electricity Board, Paltan Bazar, Guwahati.
- 12. The Secretary, Arunachal Pradesh State Electricity Regulatory Commission, AP Electrical Circle-I Office Complex, Naharlagun-791110, Arunachal Pradesh.

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13. Chairman-cum-Managing Director, Meghalaya Energy Corporation Limited, Corporate Affairs, Lumjingshai, Short Round Road, Shillong-1.

14. The Chief Engineer (Power) Electricity Department, Govt. of Manipur, Electricity

Department, Manipur, Keisampat, Imphal.

15. Chief Engineer, Power Department, Government of Mizoram, Aizawl.

16. The Chief Engineer, Department of Power, Nagaland, Kohima.

17. Chairman-cum-Managing Director, Tripura State Electricity Corporation Limited, Tripura, Agartala.

18. The Chief Engineer (III), Energy & Power Department, Government of Sikkim. Gangtok.

19. The Registrar, North Eastern Hill University, Umshing Mawkynroh, Shillong-793022, Meghalaya.

20. The Registrar, Central Agricultural University, Iroisemba, Imphal-795001, Manipur.

- 21. The Registrar, Rajiv Gandhi University, Rono Hills, Doimukh, Itanagar-791112, Arunachal Pradesh.
- 22. The Registrar, Tezpur University, Napaam, Tezpur. Sonitpur, Assam 784 028.

23. The Registrar, Assam University, Silchar-788011, Assam.

24. The Registrar, Mizoram University, Aizwal-796012, Mizoram.

25. The Registrar, Nagaland University, H.Q. Lumami, Kohima-797001, Nagaland.

26. The Registrar, Manipur University, Canchipur Imphal-795003, Manipur.

27. The Registrar, Sikkim University, 6th Mile, Samdur, P. O. Tadong-737102, Gangtok, Sikkim.

28. The Registrar, Tripura University, Suryamaninagar, Tripura West – 799130.

29. Sr. Technical Director/Sr. SA, NIC-NEC, NEC Secretariat Shillong. It is requested to upload the advertisement in the NEC Website.

(L. Beimopha)
Deputy Secretary (Admn.)