

**SERVICES DEPARTMENT: COORDINATION BRANCH**  
**DELHI SECRETARIAT, 5<sup>th</sup> LEVEL, 'A' WING**  
**I.P. ESTATE, NEW DELHI-110002**  
**{<http://services.delhigovt.nic.in>}**

F.10(306)/Coord/2018/Vol-IV/081584592/326-228

Dated: 02/02/2021

To

All HODs/Pr. Secretaries/Secretaries,  
Govt. of NCT of Delhi and  
Autonomous Bodies of Delhi

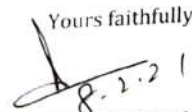
Sir/Madam

I am directed to upload the following letters/vacancy circulars/ Office Memorandums received from Ministries/Departments for circulation. This is for your kind information:

S No	Departments	Letter No. & Date	Subject	Last date
1	Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi-69.	F.No.35021/01/2020-Admn.II dated 22.10.2020 (GAD/2020/31703)	Filling up the posts of Accounts Officer (General Central Service, Group "B", Gazetted, Non-Ministerial) on deputation (including short-term contract basis)	Within 60 days of the publication of the circular in the Employment News/Rozgar Samachar.
2	Ministry of Minority Affairs, GOI, CGO Complex, Lodhi Road, Delhi-3	F.No.8/2/2018-Wakf dt. 04.12.2020 (CS/2020/30349)	Filling up the post of Secretary in Central Waqf Council (CWC), New Delhi on Deputation basis on foreign Service Terms	30 days from the date of publication of advertisement in Employment News.
3	Union Public Service Commission, Dholpur House, Shahjahan Road, Delhi-69	F.No.A-35021/02/2020-Admn.II dated 16.10.2020 (GAD/2020/32570)	Filling up the 06 posts of Junior accounts Officer, Group "B" Gazetted, Non-Ministerial) in the office of UPSC on deputation (ISTC) basis.	Within 60 days of publication of advertisement in the employment news
4	M/o Housing and Urban Affairs	F.No.A-32013/1/2017-TCPO/Admin.III(PP&C)/AMRUT-IIA dt. 16.11.2020 (GAD/2020/32314)	Filling up of one post of Assistant Director (Official Language) (GCS Group "A" Gazetted) in Town & Country Planning Organization, M/o Housing and Urban Affairs, on Composite Method (Deputation including short term contract/plus promotion)	Within 60 days from the date of issue of OM dated 16.11.2020 in Employment News.
5	M/o Agriculture & Farmers Welfare, Deptt. of Agriculture, Cooperation & Farmers Welfare, Shastri Bhawan, New Delhi-20.	F.No.12018/1/2020-M-I dt. 26.11.20 (GAD/2020/32325)	Filling up of two posts of Dy. Agricultural Marketing Adviser (Group-III) by deputation in Directorate of Marketing and Inspection	Within 60 days from the date of publication of the advertisement in the Employment News.
6	M/o of Consumer Affairs, Food and Public Distribution, Deptt. of Food and Public Distribution, Krishi Bhawan, New Delhi	No.A-12024/1/2016-SRA dt. 08.12.2020 (CS/2020/30892)	Filling up the post of Junior Commissioner (Storage & Research) in M/o Consumer Affairs, Food and Public Distribution, Department on transfer on deputation (including short term contract)	Within 60 days from the date of issue of the circular dated 08.12.2020
7	National Medicinal Plants Board, Ministry of AYUSH, Govt. of India.	F.No.A-11012/02/2019-NMPB (Admn.) dt. 14.10.2020 (GAD/2020/31204)	Filling up the post of Dy. Director (Medicinal Plants) in the National Medicinal Plants Board (NMPB) on deputation basis.	Within 60 days from date of publication of the advertisement in Employment News.

8	M/o Finance , Department of Revenue, Govt. of India.	F.No.A.12026/23 /2020-ES dt. 29.10.2020 (GAD/2020/3161 4)	Filling up of post of Registrar (Group 'A') in the Adjudicating Authority under the Prevention of Money Laundering Act,2002, New Delhi	Within 60 days from the date of publication of circular in the employment news.
9	M/o Corporate Affairs, Govt. of India.	F.No.IEPF- 05/1/2020-IEPF- MCA dt. 27.11.2020 (CS/ 2020/29967)	Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority.	Within Six weeks.
10	North Delhi Municipal Corporation , Mukherjee Civic Centre, Delhi.	No.F.11(3)/CED(I I)/86/Pt.VI/RK/2 020/1387 18.11.2020 (ACS/21664)	Regarding sponsoring the names for appointment to the post of Addl. Dy. Commissioner/ Jt. Assessor & Collector, Asstt. Commissioner/ Dy. Assessor & Collector and Administrative Officer/ AA&C on deputation basis	With in 30 days
11	Ministry of Housing and Urban Affairs, Govt. of India	No.A- 12025/1/2010- Sty./Vol-II dated 27.10.2020	Filling up the post of Controller of Stationery in the Govt. of India Stationery Office, Kolkata under the M/o Housing & Urban Affairs on deputation (including short-term contract) basis.	Within two months from the date of publishing of vacancy Notice in the Employment News/ Rojgar Samachar.

Encl: As above.

Yours faithfully  
  
 (PRADEEP KUMAR)  
 SECTION OFFICER

F.10(306)/Coord/2018/Vol-IV/081584592/ 326-328

Dated: 08/02/2021

Copy for information to:

1. All Dy. Secy. Services Department, Govt. of NCT of Delhi
2. PS to. Addl. Chief Secretary (Services), Govt. of NCT of Delhi.
3. PA to Special Secretary-I/II, Govt. of NCT of Delhi

  
 (PRADEEP KUMAR)  
 SECTION OFFICER



**Filling up the post of Controller of Stationery in Govt. of India Stationery office, Kolkata on deputation (including short-term contract) basis - reg.**

**From :** psp2moud@gmail.com

Tue, Oct 27, 2020 04:50 PM

1 attachment

**Subject :** Filling up the post of Controller of Stationery in Govt. of India Stationery office, Kolkata on deputation (including short-term contract) basis - reg.

**To :** Mr K Tripathi <secy.president@rb.nic.in>, I V Subbarao <secyvvp@nic.in>, Sanjay Agarwal <Secy-agri@nic.in>, Trilochan Mohapatra <dg.icar@nic.in>, Mr Atul Chaturvedi <secyahd@nic.in>, chairman@dae.gov.in, RAJESH KOTTECHA <secy-ayush@nic.in>, O/o Secretary (C&PC) <sec.cpc@nic.in>, Ms S. Aparna <secy-pharma@nic.in>, Mr Pradeep Kharola <secy.moca@nic.in>, Anil Kumar Jain <secy.moc@nic.in>, csooffice <csooffice@nic.in>, secy-ipp <secy-ipp@nic.in>, Anshu Prakash <secy-dot@nic.in>, secretary-posts@indiapost.gov.in, Leena Nandan <secy-ca@nic.in>, Mr Sudhanshu Pandey <secy-food@nic.in>, Secretary MCA <secy.mca@nic.in>, Raghvendra Singh <secy-culture@nic.in>, Raj Kumar <sdpns@nic.in>, Shri RaviKant <secyesw@nic.in>, DEFENCE SECRETARY <defsecy@nic.in>, Dr(Mr) Inderjit Singh <secydoner@nic.in>, Parameswaran Iyer <param.iyer@gov.in>, Mr U P Singh <secydws@nic.in>, Secretary MoES <secretary@moes.gov.in>, Ajay Sawhney <secretary@meity.gov.in>, Shri R P Gupta <secy-moef@nic.in>, secyeast secyeast <secyeast@mea.gov.in>, Secretary ER <secyer@mea.gov.in>, secywest <secywest@mea.gov.in>, Secretary CPV OIA <secycpv@mea.gov.in>, Mr Tarun Bajaj <secy-dea@nic.in>, T.V. Somanathan <secyexp@nic.in>, Ajay Bhushan Pandey <rsecy@nic.in>, Shri Debasish Panda Secretary FS <secy-fs@nic.in>, Secretary MoFPI <secy.mofpi@nic.in>, RAJESH BHUSHAN <secyhfw@nic.in>, Arun Goel <shioff@nic.in>, Shri Sailesh <secy-dpe@nic.in>, Secy-ol. <secy-ol@nic.in>, Secretary Iscs <secy-iscs@nic.in>, Sanjeev Gupta <gupta.sanjeev@gov.in>, Ajay Kumar Bhalla <hshso@nic.in>, Anita Karwal <secy.sel@nic.in>, Shri Amit Khare <secy.dhe@nic.in>, Amit Khare <secy.inb@nic.in>, Secretary DIPAM <secydivest@nic.in>, U P Singh <secy-mowr@nic.in>, Secy Labour Employment

27 OCT 2020

08/2020/26965

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27/10/20

ACSC Secy

SS (F-II)

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DS-IT me  
4.11.20

SO (CON)

Mr Yogesh

5.11.20

Andamans <cs-andaman@nic.in>, admn-  
chandigarh@nic.in, Administrator DD & DNH  
<administrator-dd-dnh@nic.in>, Shri Vijay Kumar Dev  
<csdelhi@nic.in>, Shri. Dineshwar Sharma IPS <lk-  
admin@nic.in>, cs-pon@nic.in, admr adranagar  
<admr.adranagar@nic.in>, cs-jandk <cs-  
jandk@nic.in>, RajNiwas Ladakh  
<rajniwas.ladakh@gov.in>

Dear Sirs / Madam,

Please find attached an advertisement / vacancy circular for filling up the post of Controller of Stationery, Govt. of India Stationery office, Kolkata, a subordinate office of Ministry of Housing and Urban Affairs, New Delhi. The post is to be filled up on deputation basis.

You are requested to give wider publicity for the advertisement / vacancy circular.

With regards,

Yours sincerely,

C. V. Sarada  
Under Secretary to Government of India,  
Ministry of Housing and Urban Affairs,  
Room No. 217-C, Nirman Bhawan,  
New Delhi-110011.  
Telephone: 011-23061828.  
Email: [vs.chikkala@nic.in](mailto:vs.chikkala@nic.in)

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 **Circular regarding CoS.pdf**  
3 MB

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No. A-12025/1/2010-Sty./Vol.-II  
Government of India  
Ministry of Housing and Urban Affairs  
(PSP-II Division)

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217-C, Nirman Bhawan, New Delhi  
Dated: 27/10/2020.

To

1. The Secretaries of all the Ministries and Departments of Government of India (through email)
2. The Chief Secretaries of all State Governments / UT Administrations (through email)

Subject:- Filling up the post of Controller of Stationery in the Government of India Stationery Office, Kolkata under the Ministry of Housing & Urban Affairs on deputation (including short-term contract) basis-regarding.

Sir,

I am directed to state that the post of Controller of Stationery in the Government of India Stationery Office, Kolkata (GISO) under the Ministry of Housing and Urban Affairs is proposed to fill up on deputation basis (including short-term contract) (ISTC).

2. The post of Controller of Stationery is a Group 'A' post in Level 12 in the Pay Matrix as per the 7<sup>th</sup> CPC [pre revised Pay Band-3 Rs.15,600-39,100/- (+) Grade Pay Rs.7,600/-]. The Head Office of GISO is at 3 Church Lane, Kolkata-700001 with Regional Stationery Depots in New Delhi, Mumbai and Chennai.

2. The Controller of Stationery functions as a Head of the Department under the control of this Ministry and is vested with all the statutory powers in the post on the matters related to finance, legal, disciplinary and administration. He is also responsible for planning, procurement, storing and supplying the stationery to the indenting Ministries / Departments.

3. The method of recruitment as per Recruitment Rules is by promotion failing which by deputation (including short term contract). As there is no officer eligible for the promotion, the post is proposed to be filled up by Deputation. The terms and conditions of deputation are as follows:

**Deputation basis (including short-term contract):**

Officers under Central Government or State Government or Union Territories or Public Sector Undertakings or Autonomous or Semi Autonomous Bodies:

- (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 11 in the Pay Matrix as per the 7<sup>th</sup> CPC [pre-revised Pay-Band 3 Rs.15600-39100 Grade pay Rs.6600/-] or equivalent in the parent cadre or Department; and

- (b) Possessing the following educational qualifications and experience:-
- (i) Graduate Degree from a recognized University or Equivalent; and
  - (ii) Possessing ten years experience in the field of Stationery and Stores.

**NOTE:** The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputation shall not be eligible for consideration for appointment by promotion.

[Period of deputation (including short term contract) 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 exceed four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications].

4. The pay of the selected candidates will be regulated in accordance with the Government of India Rules on the subject as amended from time to time.

5. Applications of willing and eligible officers with their bio-data in the enclosed Proforma may either be forwarded to this Ministry (through proper channel) in triplicate through postal services or through email <vs.chikkala@nic.in> **within two months from the date of publishing of Vacancy Notice in the Employment News / Rojgar Samachar** along with following documents:

- (i) Up-to date CR / APAR for the last five years in original or Photocopies attested by an officer not below the rank of Under Secretary to the Government of India.
- (ii) Integrity Certificate signed by an officer not below the rank of Deputy Secretary to the Government of India.
- (iii) Vigilance Clearance Certificate.
- (iv) Statement of major / minor penalties imposed on the applicant during the last ten years.
- (v) Documents (self-attested) in support of requisite educational qualifications including mark-sheet.
- (vi) Documents (self-attested) in support of requisite experience for the post.

5. The vacancy circular may also be accessed on the website of Ministry of Housing and Urban Affairs i.e. <http://mohua.gov.in/publication.php?sa=circulars.php> and website of Government of India Stationery Office i.e. <http://giso.nic.in/whatsnew.htm>.

Encl: As above.

Yours faithfully,

*C. V. Sarada*  
(C. V. SARADA)

Under Secretary to the Government of India  
e-mail: [vs.chikkala@nic.in](mailto:vs.chikkala@nic.in)  
Telephone: 011-23061828

Copy to:-

- All Attached / Subordinate Offices under the Ministry of Housing & Urban Affairs.
- The Section Officer, IT Cell MoHUA – for uploading in e-office and website of the Ministry in "Circulars".



**Format for furnishing of Bio Data /Curriculum vitae**

1.	Name and Address (in Block Letters)			
2.	Date of Birth (in Christian Era)			
3.	(i)	Date of entry into service.		
	(ii)	Date of retirement under Central / State Government Rules.		
4.	Educational Qualifications.			
5.	Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules. state the authority for the same)			
	Qualifications / Experience required as mentioned in the advertisement / vacancy circular.		Qualifications / experience possessed by the Officer.	
	<b><u>Essential</u></b>		<b><u>Essential</u></b>	
	(A)	Qualification	(A)	Qualification
	(B)	Experience	(B)	Experience
	<b><u>Desirable</u></b>		<b><u>Desirable</u></b>	
	(A)	Qualification	(A)	Qualification
	(B)	Experience	(B)	Experience
5.1	<b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry / Department / Office at the time of issue of Circular and issue of Advertisement in the Employment News.			
5.2	In the case of Degree and Post Graduate Qualifications Elective / Main subjects and subsidiary subjects may be indicated by the candidate.			
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.			
6.1	<b>Note:</b> Borrowing Departments are to provide their specific comments / views confirming the relevant Essential Qualification / Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.			
7.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.			
	Office / Institution	Post Held on regular basis	From	To
				*Level in the Pay Matrix or revised Band
				Nature of Duties (in pre-detail) highlighting experience

					Grade Pay / required for Pay Scale of the post the post held applied for on regular basis
<p><b>*Important:</b> 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:</p>					
	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 organisation	
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre / Department along with Cadre Clearance, Vigilance Clearance and Integrity 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 / organisation				
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		
14.	Total emoluments per month now drawn		
	Basic Pay in the Pay Matrix	Level in the Pay Matrix	Total Emoluments
15.	In case, the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation 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 A.	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)  (Note: Enclose a separate sheet, if the space is insufficient)		
16 B.	Achievements: The candidates are requested to indicate		

	information with regard to: (i) Research publications and reports and special projects (ii) Awards / Scholarships / Official Appreciation (iii) Affiliation with the professional bodies/institutions / societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research / innovative measure involving official recognition (vi) Any other information.  <b>(Note: Enclose a separate sheet if the space is insufficient)</b>	
17.	Please state whether you are applying for deputation (ISTC) / Absorption / Re-employment Basis.  # (Officers under Central / State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
	# (The option of 'STC' / Absorption / Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18.	Whether belongs to SC / ST	

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:

Contact No.:

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 possesses 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 duly certified by an officer not below the rank of Deputy Secretary to the Government of India.
- 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 Government of India or above are enclosed.
- iv. No major / minor penalty has been imposed on him / her during the last 10 years **OR** A 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)  
Date: \_\_\_\_\_

30 days

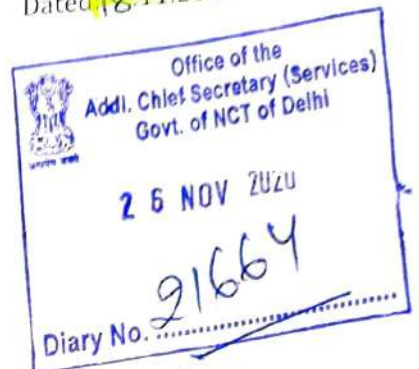
F.T.H(3)  
13

**NORTH DELHI MUNICIPAL CORPORATION**  
Central Establishment Department  
13th Floor, Dr. S.P. Mukherjee Civic Centre,  
New Delhi - 110 002.

No.F.11(3)/CED(H)/86/Pl.VI/RK/2020/1327

Dated 18.11.2020

C I R C U L A R



- 1) Chief Secretary,  
Govt. of NCT of Delhi.
- 2) All the Secretaries  
Govt. of India
- 3) All the Chief Secretaries  
States/Union Territories.

Sub: Regarding sponsoring the names for appointment to the post of Addl. Dy. Commissioner/Jt. Assessor & Collector, Asstt. Commissioner/Dy. Assessor & Collector and Administrative Officer/AA&C on deputation basis in the North DMC.

Sir/Madam,

I am directed to say that few posts of Addl. Dy. Commissioner/Jt. Assessor & Collector in PB-3, Rs. 15600-39100+ G.P. 7600/-, Assistant Commissioner/Dy. Assessor & Collector in PB-3, Rs. 15600-39100+ G.P. 6600/- and Administrative Officer/ Asstt. Assessor & Collector in PB-2, Rs. 9300-34800+ G.P. 5400/- are vacant/likely to fall vacant in near future and required to be filled up on deputation basis in North Delhi Municipal Corporation. Therefore, fresh applications are invited for the above mentioned post meeting the following eligibility criteria.

1. As per provisions to the post of Addl. Dy. Commissioner/Jt. Assessor & Collector, officers holding the analogous post in PB-III Rs. 37400 - 67000 + GP 7600/- or 5 years service in the Grade Pay of 6600/- are eligible for the post

2. As per provision to the post of Asstt. Commissioner/Dy. Assessor & Collector:-  
Suitable officers of the Central Services Class-I or State Civil Services holding analogous posts or with 5 years regular service in the Pay Band 3 of Rs. 9300-34800 + G.P. of Rs. 5400/- are eligible for the post.

3. As per notified RRs to the post of Administrative Officer /Assistant Assessor & Collector:

Officers under the Central Govt./State Govts :

- (a) (i) Holding analogous posts on regular basis in the parent cadre or department; or
- (ii) With 2 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 9300-34800 + G.P. Rs. 4800/- or equivalent in the parent cadre/ department; or
- (iii) With 3 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 9300-34800 + Grade Pay Rs. 4600/- or equivalent in the parent cadre/ department; and



- 202
- (b) Possessing qualifications and experience prescribed for direct recruits i.e. Degree from a recognized University and 3 year experience of Assessment and Valuation of properties or administrative experience in a responsible position, are eligible for the post.

Since, the North Delhi Municipal Corporation follows the Rules/ Regulations/ Instructions issued by the Govt. of India from time to time, the laid down terms and conditions of deputation of the Govt. of India shall be applicable *mutatis mutandis* to the officer on deputation basis.

4. It is, therefore, requested that the names of suitable and willing officers along with their Application (Specimen enclosed), Bio-data, ACRs for the preceding five (5) years, Integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may kindly be forwarded, **within a period of 30 days** so as to reach in the office of :-

**Director (Personnel),  
North Delhi Municipal Corporation,  
13<sup>th</sup> Floor, Dr. Shyama Prasad Mukherjee Civic Centre,  
New Delhi-110002**

An advance copy of the application may be delivered at the given address and also by e-mail at [director-p-ndmc@mcd.gov.in](mailto:director-p-ndmc@mcd.gov.in).

5. **All the Officials/Officers who had earlier applied for the abovementioned post(s) in response to this office Circular No. F. 11(3)/CED(II)/86/Pt.VI/RK/ 2019/ 4837 dated 06.02.2019 need not to apply again.**

6. This may kindly be given **PRIORITY**.

(Gopal)  
Director (Personnel)

**Encl:** - As above

**Copy to:**

1. **S.O-I/ (CED)** with the request to upload the same on the website of North DMC.
2. **Addl. Director (IT)** with the request to upload the same under the head 'Vacancies on deputation' on the website of North DMC.

(Gopal)  
Director (Personnel)

APPLICATION

PHOTO

Post applied for: Addl. Dy. Commissioner/Jt. Assessor & Collector, Asstt. Commissioner/Dy. Assessor & Collector and Admn. Officer /Assistant Assessor & Collector

1	Name in Block Letters	
2	Father's/Husband's Name	
3	Date of Birth (in Christian era)	
4	Date of Retirement under Central/State Govt. Rule	
5	Nationality	
6	Male/Female	
7	Marital Status	
8	Whether belongs to SC/ST/OBC	
9	(i) Present/Correspondence Address Phone No (ii) Permanent Address Phone No	
10	Post held on regular basis (a) Name of the post (b) Date from which held (c) Pay Scale (Pay Level)	

## 11 Educational Qualification

SN	Qualification	Subject	Year of passing/Division	Institute

## 12 Experience &amp; Employment Details (attach extra sheet, if required)

SN	Post Held	Organisation/ Deptt.	Period		Pay Scale Emoluments	Nature of Duties

UNDERTAKING

I solemnly affirm that the above information submitted by me is correct to the best of my knowledge & belief. I also undertake that in the event of my selection to the above post, I will not withdraw my candidature or decline the post when offered



Email

6 wps

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**Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority established under section 125 of the Companies Act, 2013**

**From :** Suresh Pratap Singh <sp.suresh@gov.in>

**Subject :** Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority established under section 125 of the Companies Act, 2013

**To :** vivekdhand@nic.i, cs@karnataka.gov.in, cs-manipur <cs-manipur@nic.in>, cs@maharashtra.gov.in, cs@punjab.g, cs@telengana.gov.in, cs westbengal <cs.westbengal@nic.in>, Naresh Kumar <cs-arunachal@nic.in>, cs-jharkhand@gov.in, csraj@rajasthan.gov.in, Prakash <cs-skm@hub.nic.in>, chief secretary <cs-uttarakhand@nic.in>, Chief Secretary Andamans <cs-andaman@nic.in>, Praful Patel <administrator-dd@gov.in>, Shri. Dineshwar Sharma IPS <lk-admin@nic.in>, Shri Vijay Kumar Dev <csdelhi@nic.in>

**Cc :** Sanjay Jain <sanjay2jain@nic.in>, Narinder Bajaj <narinder.bajaj@gov.in>

Wed, Dec 02, 2020 02:01 PM

08/200/29967 2 attachments

CS

02/12/20

ACS (Sec)

Sir/Madam,

Please find attached vacancy circular with application proforma for post of General Manager in IEPF Authority, Ministry of corporate Affairs on deputation for necessary information and wide publicity.

Thanks & Regards,

IEPF Section, MCA



english final OM.pdf

73 KB

Hindi final Om.pdf

104 KB

Mr Yogesh

Mail forwarded

Government of India  
Ministry of Corporate Affairs'A' Wing, 5<sup>th</sup> floor, Shastri Bhawan,  
Dr. R.P. Road  
New Delhi-110001Dated the 27<sup>th</sup>, November, 2020**OFFICE MEMORANDUM**

**Subject: Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority established under section 125 of the Companies Act, 2013.**

Applications are invited from the eligible candidates to fill up the following post in Investor Education and Protection Fund Authority on deputation basis:-

S.No	Name of post	No. of posts	Scale of Pay	Place of posting
1	General Manager	01	LEVEL-13 in Pay Matrix of Rs. 118500- 214100.	New Delhi

2. **Eligibility conditions General Manager (IEPF Authority)**

Officers of the Central or State Government

- (a) (i) holding analogous post on regular basis; or  
(ii) with 6 years regular service in LEVEL 12 in the Pay Matrix of Rs. 78800-209200.; or  
(iii) with 10 years regular service in LEVEL 11 in the Pay Matrix of Rs. 67700-208700.

**Desirable: Having experience in Administration /Establishment.**

3. The maximum age limit for appointment on deputation is 56 years.

4. The period of appointment, on deputation, will be for a period of 5 years for General Manager and will be governed by the terms and conditions prescribed by the Department of Personnel and Training, Government of India, in this regard as amended from time to time.

5. Application in duplicate, in the prescribed proforma (Annexure I) complete in all respects may be sent to Shri. Sanjay Jain, Director IEPF, Ministry of Corporate Affairs, Room No. 515, 5<sup>th</sup> Floor, 'A' Wing, Shastri Bhawan, Dr Rajendra Prasad Road, New Delhi-110001 through proper channel within six weeks.

6. The terms and conditions of the services of the General Manager shall be regulated by the Investor Education and Protection Fund Authority (Recruitment Salary and other



**File No. IEPF-05/1/2020-IEPF-MCA**

Terms and Conditions of Service of General Manager and Assistant General Manager) Rules, 2017 and further amendments. Which is available on the IEPF Authority's website [www.iepf.gov.in](http://www.iepf.gov.in). The prescribed proforma for the application may be downloaded from the Ministry of Corporate Affairs' website [www.mca.gov.in](http://www.mca.gov.in) or [www.iepf.gov.in](http://www.iepf.gov.in).

7. This may be given wide publicity.

Signature Not Verified  
Digitally signed by SANJAY  
JAIN  
Date: 2020.11.27 14:03:00 IST

**(Sanjay Jain)**  
**Director**

**Phone no. 011- 23389227**

To

1. All Ministries/Department of Government of India.
2. All State Governments.
3. Union Territory Governments.
4. Secretary, Ministry of Corporate Affairs : for kind information please.
5. Under Secretary DOPT (Shri George Deepak Toppo - Under Secretary) with request to kindly arrange to put up this vacancy Circular on DOPT website for wide publicity.
6. All RDs/RoC-cum-OLs/RoCs/OLs, Ministry of Corporate Affairs.
7. All officers of Ministry of Corporate Affairs at Shastri Bhawan, New Delhi.
8. E governance Cell, Ministry of Corporate Affairs with the request to upload the vacancy circular prominently (preferably scroll) on the website of the Ministry and IEPF Authority.

1. Post applied for
2. Name and address in Block Letters
3. Date of Birth (In Christian Era)
4. Education Qualifications
5. Whether educational and other qualification required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the Authority for the same)
6. Details of employment in chronological order. (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

Office/ Organization	Post held (Regular)	From	To	Pay Scale	Period of experience

7. Present Pay LEVEL in the Pay Matrix, total emoluments per month now drawn
8. 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 in insufficient.
9. Whether belong to SC/ST/OBC
10. Number of documents enclosed, Indicate in a separate list

Signature of the Candidate  
 Telephone No.

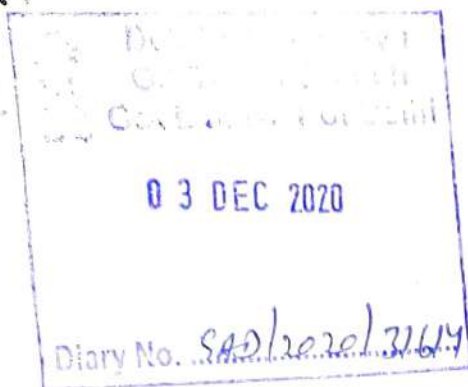
Date \_\_\_\_\_ Address \_\_\_\_\_

#### CERTIFICATE

1. It is certified that the particular of the officer has been verified and found to be correct.
2. The officer is holding the post/analogous post on regular basis.
3. It is certified that no disciplinary proceeding are pending/contemplated against the officer. The Integrity of the officer is also certified. Copies of APAR \_\_\_\_\_ years are enclosed.

(Signature of Cadre Controlling  
 Authority/head of department with stamp)  
 Telephone No.





F.No.A.12026/23/2020-ES  
Government of India  
Ministry of Finance  
Department of Revenue  
\*\*\*\*\*



Room No.55, North Block,  
New Delhi - 11001  
Dated, the 27 October, 2020

# OFFICE MEMORANDUM

Subject: Filling up of post of Registrar (Group 'A') in the Adjudicating Authority under the Prevention of Money Laundering Act, 2002, New Delhi - Reg.

The undersigned is directed to say that in terms of section 6 of the Prevention of Money Laundering Act, 2002 (PMLA) the Central Government has established an Adjudicating Authority to exercise jurisdiction, powers and authority conferred by or under the said Act.

2. One post of Registrar in the Adjudicating Authority under the Prevention of Money Laundering Act, 2002, Ministry of Finance, Department of Revenue at New Delhi is decided to be filled up on deputation basis. The description of the posts and the eligibility criteria is given in the table below:

Sl. No.	Name of post	Pay Scale	Eligibility criteria
1.	Registrar	Level-10 (Rs.56100- Rs.177500/-  [ 6 <sup>th</sup> CPC Scale; PB-3 (Rs.15600- 39100)+ Grade Pay Rs.5400]	<b>Deputation (Including Short Term Contract)</b> Officers under the Central or State Governments or Union Territories or Public Sector Undertakings or Recognised Research Institutions or Universities or statutory bodies or autonomous bodies or Semi Government Organisations:- (a)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in the level 8 (Rs. 47600- Rs. 151100/-) [6 <sup>th</sup> CPC Scale Pay Band-2, Rs.9300 - 34800 with Grade Pay of Rs.4800/- ] or equivalent in the parent cadre or department; or (iii) with three years' service in the grade rendered after appointment thereto on regular basis in the level 7 (Rs. 44900- Rs. 142400/-) [6 <sup>th</sup> CPC Scale Pay Band-2, Rs.9300 - 34800 with Grade Pay of Rs.4600/- ] or equivalent in the parent cadre or department; or (iv) with eight years' service in the grade rendered after appointment thereto on regular basis in the level 6 (Rs. 35400- Rs. 112400/-) [6 <sup>th</sup> CPC Scale Pay Band-2, Rs.9300 - 34800 with Grade Pay of Rs.4200/- ] or equivalent in the parent cadre or department; and <b>(b) possessing the following educational qualification and experience:</b> (i) bachelor's degree in Law from a recognized university or Institute; and (ii) (a) possessing one year's experience in judicial service or in legal department of Centre or State Government or Union Territory Administration or Public Sector Undertaking or

SS (S-I)/LO  
on 14/11

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6.12.20  
SD(EDN)

9.12.20

Mr Jogur




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			<p>University or in analogous post in Registry; or, (b) one year's experience in teaching of law or in administration of law; or</p> <p>(1) Five years integrated degree in law from recognized university or institute; and</p> <p>(2) possessing two years experience in judicial service or in legal department of Centre or State Government or Union Territory Administration or Public Sector Undertaking or University or in analogous post in Registry; or two years' experience in teaching of law or in administration of law;</p> <p>Note-1. Period of deputation (Including Short Term Contract) including period of deputation (Including Short Term Contract) 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 three years. The maximum age limit for appointment by deputation (Including Short Term Contract) shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note-2. For the purpose of appointment on deputation (including Short Term Contract) basis, the service rendered on a regular basis by an officer prior to 1.1.2006 or the date from which the revised pay structure based on the 6<sup>th</sup> 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 posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>
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3. The willing and eligible officers should send their applications for the post in the enclosed format (proforma-J) through the cadre controlling authority, addressed to the **Under Secretary, Economic Security Cell, Room No.55, North Block, New Delhi – 110001, within 60 days** from the date of publication of this circular in the Employment News. The vacancy circular and Proforma-J can also be downloaded from Department of Revenue's website [dor.gov.in/vacancies-circulars](http://dor.gov.in/vacancies-circulars).

4. The Cadre Controlling Authority, while forwarding the application must enclose vigilance clearance including whether disciplinary case is pending or being contemplated against the officer, Major/Minor Penalty statement for the last 10 years, Integrity Certificate & photocopies of Annual Confidential Reports (ACRs)/Annual Performance Appraisal Reports (APARs) for the last five years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India. Cadre Controlling Authority may ensure that the applicant fulfills all the eligibility conditions specified above and also verify the particulars furnished by the applicants, before granting cadre clearance. Once cadre clearance is given it will be presumed that the eligibility conditions are fulfilled and particulars are correct.

  
 (Anil Kumar Gharai)  
 Under Secretary to the Govt. of India)  
 Tel.No.23095371

To

1. All Ministries/Departments of Government of India (As per standard list)
2. Chief Secretaries of all States/UTs.
3. Section Officer (Computer Cell), DoR with request to upload the vacancy circular in the Department's web site.

ANNEXURE-JBIO-DATA/ CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)		
2. Date of Birth (in Christian era)		
3. i) Date of entry into service		
ii) Date of retirement under Central/State Government Rules		
4. Educational Qualifications		
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)		
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer	
<b>Essential</b>	<b>Essential</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<p><b>5.1 Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p><b>5.2</b> In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>		
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
<p><b>6.1 Note:</b> Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>		



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7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

**\*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 organisation
<p><b>9.1 Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p><b>9.2 Note:</b> Information under Column 9(c) &amp; (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/ organisation</p>			



<b>10.</b> If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
<b>11. Additional details about present employment:</b>  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	
<b>12.</b> Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
<b>13.</b> 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	
<b>14.</b> Total emoluments per month now drawn	
Basis Pay in the PB	Grade Pay
<b>15.</b> In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation 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)
<b>16.A Additional Information, if any, relevant to the post you applied for in support of your suitability for the post.</b> This among other things may provide information with regard to (i) additional academic qualifications (ii)	

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professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)  (Note: Enclose a separate sheet, if the space is insufficient)	
<b>16.B Achievements:</b> The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
# (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

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 \_\_\_\_\_

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### 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 possesses 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 Or A 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)



F.No.A-11012/02/2019- NMPB (Admn.)  
Government of India  
Ministry of AYUSH  
National Medicinal Plants Board  
\*\*\*\*

Diary No. SAD/2020/31204



Red Cross Annexe Building,  
Red Cross Road,  
New Delhi-110 001.  
Email: [info-nmpb@nic.in](mailto:info-nmpb@nic.in)  
October 14, 2020.

### OFFICE MEMORANDUM

Subject:- Filling up the post of Deputy Director (Medicinal Plants) in the National Medicinal Plants Board (NMPB) on deputation basis - reg.

The undersigned is directed to invite applications for filling up the post of Deputy Director (Medicinal Plants) on deputation basis (including short-term contract) in the National Medicinal Plants Board, Ministry of AYUSH as per details below:-

S.No.	Name of post	No. of posts	Classification	Scale of pay
1.	Deputy Director (Medicinal Plants)	1	General Central Service Group 'A' Gazetted, Non-Ministerial.	Pay Matrix Rs.78, 800 – 2, 09,200 Level- 12 / pre-revised Rs.15, 600 – 39,100 GP Rs.7600.

The eligibility and other requirements are given in Annexure-I. The terms and conditions of the deputation would be the same as prescribed by the Department of Personnel & Training Vide their O.M.No.2/29/91-Estt. (Pay II) dated 5.1.1994 as amended from time to time.

Applications should be sent through proper channel in the prescribed Proforma (Annexure-II). While forwarding the applications, concerned department should send the up-to-date ACRs of last five years and Vigilance clearance certificate of the applicant. It may also be ensured that no major/ minor penalty has been imposed on the concerned officer and the particulars furnished by the applicant are correct and that no disciplinary/vigilance case is either pending or contemplated against the applicant.

Mr Yogendra

7.12.20

*[Handwritten signature]*

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4. It is requested that vacancy may be given wide publicity and the particulars of eligible officers who are fulfilling the eligibility criteria and who are willing to be considered for deputation and also possessing requisite experience and whose services can be spared by the parent department may kindly be forwarded to this office within 60 days from date of publication of the advertisement in Employment News. Applications received after the last date or without the ACRs or otherwise found incomplete will not be considered. No applicant will be permitted to withdraw his / her name after selection. This advertisement and other details / annexures are also available on the website of the Board i.e. [www.nmpb.nic.in](http://www.nmpb.nic.in))

  
(Banamali Naik)

Under Secretary to the Govt. of India

To,

- 1) All Ministries / Departments of the Govt. of India.
- 2) All Research Councils and National Institutes under the Ministry of AYUSH
- 3) All SMPBs.
- 4) Chief Secretaries of all States / UTs for wide circulation.

Copy to:

- 1) The Web Manager, Ministry of AYUSH with the request to upload the O.M. on Ministry of AYUSH website / Notice Board.
- 2) Manager (Marketing & Trade), NMPB with the request to upload this advertisement on NMPB's website.

Copy also to:

- i. PPS to Secretary (AYUSH)
- ii. PS to CEO, NMPB.



**Deputy Director (Medicinal Plants)****Eligibility conditions, Educational Qualification, Experience etc. for filling the post on Deputation Basis.**

Officers under the Central or State Government or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Autonomous Bodies or Statutory Organizations:

- (a) (i) Holding analogous post on regular basis in the parent cadre or department; or
- (ii) With five years' regular service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.15,600-39,100/- plus Grade Pay Rs.6,600/- (pre-revised scale of Rs, 10,000-15,200/-) in the parent cadre or department; and
- (b) possessing the following educational qualifications and experience:-

**Essential:-**

- (vii) Master's degree in Botany or Pharmacognosy or Agriculture or Agronomy or Forestry from a recognized University or Institute or equivalent; and
- (viii) Ten years post qualification experience of working in the areas of research, development, policy, programmes and implementation relating to medicinal plants in a Government department or organization or Institute of repute.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

Note 2: The qualifications regarding experience are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if any at any stage of selection the Union Public Service Commission of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

**Desirable**

- (iii) Philosophical Doctorate in concerned discipline from a recognized University or Institute or equivalent.
- (iv) Knowledge of Computer Applications.



Bio-Data/ Curriculum Vitae Proforma

Annexure-II

1. Name and Address (IN BLOCK LETTERS)	
2. Date of Birth (In Christian era)	
3. i) Date of entry into service ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications.	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same).	
<p>Qualifications/Experience required as mentioned in the advertisement/ Vacancy circular.</p> <p>Essential: C) Qualification: D) Experience.</p> <p>Desirable: C) Qualification. D) Experience</p>	<p>Qualifications/experience possessed by the officer:</p> <p>Essential: A) Qualification: B) Experience.</p> <p>Desirable: A) Qualification: B) Experience.</p>
<p>5.1 Note: The column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department /Office at the time of issue of Circular and Issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications, Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	

- 1841
- a. Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	* Pay Band and Grade Pay/Pay Scale of the post held on regular basis.	Nature of Duties (in detail) highlighting experience required for the post applied for

\*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 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.

- a. Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.
- b. 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). g) Central Government h) State Government i) Autonomous Organisation j) Government Undertaking k) Universities l) Others	



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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.	
14. Total emoluments per month now drawn.	

Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government pay-scales, the latest salary slip issued by the Organisation 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).

(Note: Enclose a separate sheet, if the space is insufficient).

16. B. Achievements:

The candidates are requested to indicate information with regard to;

- 181
- (i) Research publications and reports and special projects
  - (ii) Awards/Scholarships/Official appreciation
  - (ix) Affiliation with the professional bodies/Institutions/Societies and ;
  - (x) Patents registered in own or achieved for the organization
  - (xi) Any research/innovative measure involving official recognition
  - (xii) Any other information.

(Note: Enclose a separate sheet if the space is insufficient)

<p>17. Please state whether you are applying for deputation (ISTC)/ Absorption/Re-employment basis (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract).</p> <p>*(The option of 'STC' /'Absorption' /'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

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 Qualifications/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: \_\_\_\_\_

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Certificate 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/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 or A 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)





**filling up the post of Joint Commissioner, S&R, Department of Food and Public Distribution, Ministry of Consumer Affairs, Food and Public Distribution by transfer on deputation basis.**

**From :** subrata <s.sanyal@nic.in>

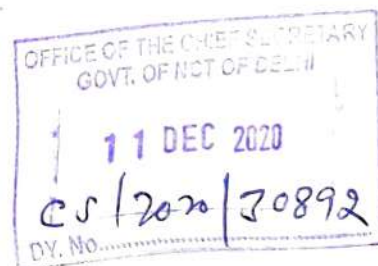
Fri, Dec 11, 2020 12:45 PM

**Subject :** filling up the post of Joint Commissioner, S&R, Department of Food and Public Distribution, Ministry of Consumer Affairs, Food and Public Distribution by transfer on deputation basis.

1 attachment

**To :** Chief Secretary Andamans <cs-andaman@nic.in>, CS AP <cs@ap.gov.in>, Naresh Kumar <cs-arunachal@nic.in>, Jishnu Barua IAS <cs-assam@nic.in>, Chief Secretary Bihar <cs-bihar@nic.in>, Chief Secretary Office <csoffice.cg@gov.in>, Shri Vijay Kumar Dev <csdelhi@nic.in>, Chief Secretary <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, Mr VIJAI VARDHAN <cs@hry.nic.in>, Anil Khachi <cs-hp@nic.in>, cs-jandk <cs-jandk@nic.in>, Shri Sukhdev Singh <cs-jharkhand@nic.in>, cs@karnataka.gov.in, Dr(Mr) Dr. Vishwas Mehta Mehta <chiefsecy@kerala.gov.in>, Iqbal Singh Bains <cs@mp.nic.in>, cs@maharashtra.gov.in, cs-manipur <cs-manipur@nic.in>, cso-meg <cso-meg@nic.in>, cs-mizoram <cs-mizoram@nic.in>, Mr TALI TOY <csngl@nic.in>, Asit Kumar Tripathy <csori@nic.in>, cs ori <cs.ori@nic.in>, Chief Secretary CS, Puducherry <cs.pon@nic.in>, cs pondicherry <cs.pondicherry@nic.in>, Chief Secretary Punjab <cs@punjab.gov.in>, csraj@rajasthan.gov.in, Prakash <cs-skm@hub.nic.in>, cs@tn.gov.in, Somesh Kumar IAS <cs@telangana.gov.in>, cs-tripura <cs-tripura@nic.in>, cstripura@gmail.com, CHIEF SECRETARY GoUP <csup@nic.in>, chief secretary <cs-uttarakhand@nic.in>, chiefsecyuk@gmail.com, cs-westbengal <cs-westbengal@nic.in>, D V Prasad <chairman.fci@gov.in>

**Cc :** Ramesh Prasad <rprasad-upsc@gov.in>



Regards

S.Sanyal

Please find attached herewith the Office Memorandum dated 08.12.2020 for filling up the post of Joint Commissioner, S&R, Department of Food and Public Distribution, Ministry of Consumer Affairs, Food and Public Distribution by transfer on deputation basis.

12/11/2020

Email

Under Secretary (SRA & EOP)  
Ministry of Consumer Affairs, Food & Public Distribution  
Department of Food & Public Distribution  
Krishi Bhawan  
New Delhi-110 001  
Ph: 011-23383081



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— OM to fill post of JC S&R.pdf  
1 MB

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15/11/20  
169/C

377521/2020/DD(SNR)

No. A-12024/1/2016-SRA  
Government of India  
Ministry of Consumer Affairs, Food and Public Distribution  
Department of Food and Public Distribution

Krishi Bhawan, New Delhi  
Dated, the 8<sup>th</sup> December, 2020

**OFFICE MEMORANDUM**

**Subject: Filling up the post of Joint Commissioner (Storage & Research) in Ministry of Consumer Affairs, Food and Public Distribution, Department of Food and Public Distribution on transfer on deputation (including short term contract basis) -reg.**

The undersigned is directed to invite applications from eligible and suitable officers for filling up 01 vacant post of Joint Commissioner (Storage & Research) Group 'A' Gazetted in the pre-revised Pay Band-3 Rs. 37400-67000 + Grade Pay of Rs. 8700/- (Level-13 in Pay Matrix) in Storage and Research Division, Ministry of Consumer Affairs, Food and Public Distribution, Department of Food and Public Distribution, Krishi Bhawan, New Delhi by transfer on deputation basis including short term contract.

2. Details of post, eligibility conditions, etc. may be accessed from the Department's website: [www.dfpd.nic.in](http://www.dfpd.nic.in)

3. Applications of only such officers/ candidates will be considered as are routed through proper channel and are accompanied by:-

(i) \*Bio-data (available on website [www.dfpd.nic.in](http://www.dfpd.nic.in) along with Certification by the Employer/Cadre Controlling Authority. Each page of the Bio-Data and all supporting documents to be attested by an officer not below the rank of Under Secretary.

(ii) Photocopies of ACR/ APARs for the last five (5) years duly attested on each page by an officer not below the rank of Under Secretary.

(\*) as per prescribed proforma available on the website.

4. It is, therefore, requested that the applications of suitable and eligible officers for the post may please be sent to the Under Secretary (SRA), Department of Food & Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution, Room No. 384-A, Krishi Bhawan, New Delhi-110001, within 60 days from the date of issue of this circular. Unsigned/incomplete applications, not submitted through proper channel or those received after the last date, shall not be considered.

5. It is requested that wide publicity may be given to this vacancy circular and the circular may please be circulated among all ministries/ departments of the Government of India as well as the Chief Secretaries/ Administrators of all State Governments/ Union Territories.

(Subrata Sanyal)

Under Secretary to the Government of India

Tel. No: - 23383081

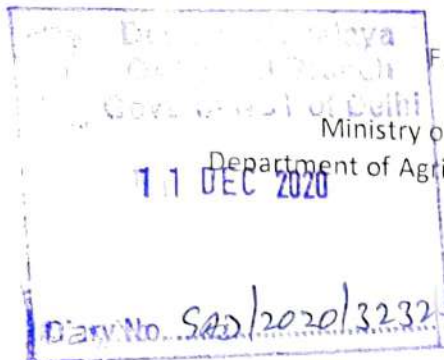
8/12/20



168/2

To,

1. All the Ministries/Departments of Government of India with a request to kindly circulate this OM to all concerned including Autonomous Bodies, PSUs etc. under their administration control and get it displayed on the Notice Board for wide publicity.
2. Chief Secretaries/ Administrators of States/ UTs.
3. The Chairman & Managing Director Food Corporation of India/ Central Warehousing Corporation/ Central Railside Warehouse Company Limited with a request to circulate this OM to all offices under their respective jurisdiction for wide publicity.
4. The Secretary, UPSC, Dholpur House, Shahjahan Road, New Delhi.



F. No.12018/1/2020-M-I

Government of India

Ministry of Agriculture & Farmers Welfare

Department of Agriculture, Cooperation & Farmers Welfare

'F' Wing, 2<sup>nd</sup> Floor, Shastri Bhawan, New Delhi

Dated 24.11.2020

DY. No. 169/c

11 DEC 2020

VACANCY CIRCULAR

Subject: Filling up of two posts of Deputy Agricultural Marketing Adviser (Group-III) by deputation in Directorate of Marketing and Inspection- regarding.

It is proposed to fill up two (02) posts of Deputy Agricultural Marketing Adviser (Group-III) in Level-12 (Rs.78800-209200) of the Pay Matrix in the Directorate of Marketing and Inspection, an attached office under Department of Agriculture, Cooperation and Farmers Welfare on deputation (including short-term contract) basis. Officer under the Central or State Governments or Universities or recognised research institutes or public sector undertakings or autonomous or statutory organisations or State Agricultural Marketing Boards or Societies or cooperative societies aided by the Central or State Governments;

- (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 level-11 in the pay matrix (Rs. 67700-208700) in the parent cadre or department; and

(B). Possessing the following educational qualification and experience :

Essential:

(i) Master's Degree in Chemistry or Agriculture Chemistry or Dairy Chemistry or Dairying or Biotechnology or Biochemistry from a recognized University: or

Bachelor of Technology Degree in Oil Technology or Food Technology or Chemical Technology or Dairy Technology from a recognized University.

(ii) Ten years experience in the field of analytical work of organic material or in the field of marketing of milk and milk products, oils and fats including essential oils and allied commodities; or

eight years' experience in the field of analytical work of organic material or in the field of marketing of milk and milk products, oils and fats including essential oils and allied commodities including Diploma in Marketing Management awarded by any ecognized University or Institute equivalent.

Note 1 : Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

.../-

sh. Yogesh

16.12.20

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Note2 : The qualification(s) regarding experience is or are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing in the case of candidates belonging to scheduled castes or scheduled tribes if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

2. The officer selected on 'deputation' basis will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of the post in accordance with DOP&T's OM No. 2-11/2017-Estt.(Pay-II) dated 24.11.2017.

3. Application (in duplicate) in the enclosed proforma alongwith the complete and up to date Annual Performance Appraisal Reports for the last 5 years (photocopies of the APARs to be got attested by an officer not below the rank of Under Secretary to the Government of India) and Integrity Certificate of eligible officers who could be spared in the event of their selection, may kindly be forwarded to Shri Ishwar Singh, Deputy Secretary (Marketing-I), Department of Agriculture and Cooperation, Room No. 117, 'B' Wing, Shastri Bhawan, New Delhi- 110001 within 60 days from the date of publication of the advertisement in the Employment News. While forwarding the application, it may also be verified and certified that the particulars furnished by the officers are correct and no vigilance case is either pending or contemplated against them and no major/minor penalty has been imposed on them during the last 10 years. It may also be noted that applications received without the APARs, Vigilance Clearance, Integrity Certificate and a statement of major/minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete, will not be considered.



(Meena K. Kerketta)

Under Secretary to the Government of India  
Tel. 23389891

Copy for information/necessary action to :-

- (i) All Ministries/Departments of Government of India.  
(With a request that the vacancy may please be given wide publicity in their subordinate and attached offices, Public Sector Undertakings, Semi Government/Autonomous or Statutory Organizations under their administrative control.)
- (ii) All State Governments/UT Administrations.
- (iii) All attached and subordinate offices, Autonomous Bodies and Public Sector Undertakings of the Department of Agriculture and Cooperation.

..../-